

Agenda of Regular Action Meeting

The Board of Trustees Dickinson Independent School District

A Regular Action Meeting of the Board of Trustees of Dickinson Independent School District will be held Monday, July 22, 2024, beginning at 6:30 PM in the Education Support Center, 2218 FM 517, Dickinson, TX 77539.

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

During the course of this meeting the Board of Trustees may determine that a closed meeting of the Board of Trustees is required, to discuss the items set forth below. Such closed meeting is authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq. The closed meeting will be held by the School Board at the date, hour and place indicated in this Notice/Agenda or as soon after the commencement of the meeting covered by this Notice/ Agenda as the School Board may conveniently meet in such closed or executive meeting or session concerning any and all purposes permitted by the Act, including, but not limited to, the sections and purposes covered by the following sections of the Texas Government Code: 551.071, 551.072, 551.073, 551.074, 551.076, 551.082, 551.083, 551.084. Should any final action, decision or vote be required with regard to any matter considered in closed session, the final action, decision or vote shall be in the open meeting, or at a subsequent public meeting, with notice.

1. Roll Call, Establish Quorum, Welcome Visitors
2. Pledge of Allegiance to the American and Texas Flags
3. Public Comment: Agenda Items
4. Open Forum: Non agenda Items
5. Closed Executive Session
 - 5.A. Section 551.074 - Resignations, Retirements, New Hires
 - 5.B. Section 551.074 - Consider Appointment of Coordinator of Federal and State Programs
 - 5.C. Section 551.074 - Consider Appointment of Principal at Hughes Road Elementary School
 - 5.D. Section 551.074 - Consider Appointment of Assistant Principal at Hughes Road Elementary School
 - 5.E. Section 551.074 - Consider Appointment of Assistant Principal at McAdams Junior High School
 - 5.F. Section 551.074 - Consider Appointment of Assistant Principal at DCC/DALC
 - 5.G. Section 551.074 - Consider Appointment of Assistant Principal at K.E. Little Elementary School
6. Action on Closed Executive Session Items

- 6.A. Consider Approval of Resignations, Retirements, New Hires
- 6.B. Consider Appointment of Coordinator of Federal and State Programs
- 6.C. Consider Appointment of Principal at Hughes Road Elementary School
- 6.D. Consider Appointment of Assistant Principal at Hughes Road Elementary School
- 6.E. Consider Appointment of Assistant Principal at McAdams Junior High School
- 6.F. Consider Appointment of Assistant Principal at DCC/DALC
- 6.G. Consider Appointment of Assistant Principal at K.E. Little Elementary School
7. Superintendent 30-Day Update
8. Arcadis CTE Update
9. Largo Mar East
10. Hurricane Beryl Storm Update
11. Bond 2020 and 2023 Update
12. Written Reports
 - 12.A. Student Attendance Report for 6th Six Weeks
 - 12.B. 2024 STAAR Scores
 - 12.C. Human Capital Assessment & Retention Report (Obj. 2)
 - 12.D. Teacher Vacancy
 - 12.E. Safety Report
13. UIL Course Exemptions
14. Personnel Compensation Plan
15. Resolution House Bill 547
16. Proposed Prekindergarten Tuition Rate 2024-2025
17. High School Food Serving Line Renovation
18. Board Policy FDA(LOCAL)
 - Admissions: Interdistrict Transfer
19. TASB Region 4 Board of Directors Endorsement
20. Action Items
 - 20.A. Quarterly Investment Report
 - 20.B. JJAEP Memorandum of Understanding
 - 20.C. TLC Day Memorandum of Understanding
 - 20.D. Detention and TLC Residential Memorandum of Understanding
 - 20.E. CAP Memorandum of Understanding
 - 20.F. Galveston College Instructional Agreement for Dual Credit
 - 20.G. School Liaison Officer Amendment 2024-2025
 - 20.H. SLO School Administrative Position Amendment 2024-2025
 - 20.I. Food and Nutrition Service Charge Procedures and Meal Pricing
 - 20.J. Consent Agenda Items
 - Budget Amendments/Adjustments for June 5, 12 and July 10, 17, 2024
 - Donation to DHS Summer Bridge
 - Donation to KJHS Library-Donors Choose
 - New Hires for the Week of June 3, 2024
 - Approval for Proposals Received-Contracted Services 24-06-1170
 - New Hires for the Week of June 10, 2024
 - Campus Fundraising Requests-All Campuses
 - New Hires for the Week of June 17, 2024

- Out of State Travel-DHS Band
- Approval of Proposals Received for Student Athletic and Accident Insurance

20.K. RFP 24-04-1167

- Approval of Proposals Received for Contracted Services RFP 24-06-1170

21. Adjournment

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on at or before 4:30 p.m.

DISD complies with Title II and will make efforts to ensure that board meetings are accessible to qualified individuals with disabilities by furnishing appropriate auxiliary aids and services and making reasonable accommodations. Contact the Asst. Supt. for Administration at (281) 229-6024 should you need accessibility.



Dr. Rebecca Brown

Superintendent of Schools

DICKINSON INDEPENDENT SCHOOL DISTRICT BOARD AGENDA DOCUMENT

Item Title: Public Comment: Agenda Items

Agenda Item: Dr. Rebecca Brown

Background Information:

The Board will hear from those in the audience who have completed the document for permission to address the Board this evening regarding agenda items per HB 2840. The Board President or Secretary will ask the individuals to speak in the order in which the completed document was received.

DICKINSON INDEPENDENT SCHOOL DISTRICT BOARD AGENDA DOCUMENT

Item Title: Open Forum

Agenda Item: Dr. Rebecca Brown

Background Information:

The Board will hear from those in the audience who have completed the document for permission to address the Board this evening. The Board President or Secretary will ask the individuals to speak in the order in which the completed document was received. Each will be limited to no more than three minutes. No one may begin addressing the Board thirty minutes from this time.

DICKINSON INDEPENDENT SCHOOL DISTRICT

EXECUTIVE BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Executive Session

Agenda Item: President of the Board

The Board President will reconvene the Board to meet in Executive Session. If, during the course of the meeting covered by this Notice, the Board of Trustees should determine that a closed or executive meeting or session of the Board of Trustees is required, then such closed or executive meeting or session as authorized by **the Texas Open Meetings Act**, Texas Government Code **Section 551.001** et seq., will be held by the School Board at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the School Board may conveniently meet in such closed or executive meeting or session concerning any and all purposes permitted by the Act, including but not limited to the following section(s) and purpose(s): Texas Government Code **Section 551.071 Consultation with attorney** - Consultation with District's attorney regarding potential claim to be asserted by the District and concerning matters on which the attorney's duty to the District under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings Laws; **Section 551.072 Real Property** – To deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the board's position in negotiations with a third person; **Section 551.073 Prospective Gifts** – To deliberate a negotiated contract for a prospective gift to the district if deliberation in an open meeting would have a detrimental effect on the board's position in negotiations with a third person; **Section 551.074 Personnel Matters** - for the purpose of considering the appointment, resignations, reassignment, evaluation, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against public officers or employees; **Section 551.076 Security** – To deliberate the deployment, or specific occasions for implementation, of security personnel or devices or a security audit; **Section 551.082 Student discipline** - school children; school district employees; disciplinary matter or complaint, and **Section 551.0821 Student Information** - for the purpose of considering a matter regarding a public school student where personally identifiable information about the student will necessarily be revealed by the deliberation; **Section 551.087 Economic development.**

Time To Executive Session: _____

Time Out of Executive Session: _____

DICKINSON INDEPENDENT SCHOOL DISTRICT

BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Personnel Action
• Employment
• Resignations/Retirement

Agenda Item: Kimberly Rich

- We have seventy (70) new hires
• We have twenty nine (29) resignations: one (1) Teacher at Lobit Elementary, three (3) Teachers at Silbernagel Elementary, two (2) Teachers at Hughes Road Elementary, two (2) Teachers at Bay Colony Elementary, one (1) Teacher at San Leon Elementary, one (1) Teacher at Calder Road Elementary, four (4) Teachers at Dunbar Middle School, two (2) Teachers at Barber Middle School, one (1) Teacher at Lobit Middle School, two (2) Teachers at McAdams Junior High, one (1) Teacher and one (1) Librarian at Kranz Junior High, one (1) Teacher at Dickinson Junior High, five (5) Teachers at Dickinson High School, one (1) Diagnostician in Special Programs, and one (1) Administrator in Educational Services.
• We have one (1) retirement: one (1) Principal at Hughes Road Elementary.

Recommendation:

The Superintendent recommends the employment and ratification of the resignations/retirement of the above personnel.

Action Item: [x] Yes _____ No

Motion made by _____ seconded by _____ vote _____

DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Appointment of the Coordinator of Federal and State Programs

Agenda Item: Rebecca Brown

Administration discussed with the Board of Trustees the appointment of the Coordinator of Federal and State Programs.

Recommendation:

The Superintendent and the Executive Director of Human Resources recommend the appointment of Jaime Williams as the Coordinator of Federal and State Programs.

Action Item: Yes No

Motion made by _____ **seconded by** _____ **vote** _____

DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Appointment of the Principal of Hughes Road Elementary School

Agenda Item: Rebecca Brown

Administration discussed with the Board of Trustees the appointment of the Principal of Hughes Road Elementary School.

Recommendation:

The Superintendent and the Executive Director of Human Resources recommend the appointment of Kathy Behrendsen as the Principal of Hughes Road Elementary School.

Action Item: Yes No

Motion made by _____ **seconded by** _____ **vote** _____

DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Appointment of the Assistant Principal of HRES

Agenda Item: Rebecca Brown

Administration discussed with the Board of Trustees the appointment of the Assistant Principal of Hughes Road Elementary School.

Recommendation:

The Superintendent and the Executive Director of Human Resources recommend the appointment of Jacquelyn Kennedy as the Assistant Principal of Hughes Road Elementary School.

Action Item: Yes No

Motion made by _____ **seconded by** _____ **vote** _____

DICKINSON INDEPENDENT SCHOOL DISTRICT

BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Appointment of the Assistant Principal at McAdams Junior High School

Agenda Item: Rebecca Brown

Administration discussed with the Board of Trustees the appointment of the Assistant Principal at McAdams Junior High School.

Recommendation:

The Superintendent and the Executive Director of Human Resources recommend the appointment of Stephany Brown as the Assistant Principal at McAdams Junior High School.

Action Item: Yes No

Motion made by _____ **seconded by** _____ **vote** _____

DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Appointment of the Assistant Principal of DCC/DALC

Agenda Item: Rebecca Brown

Administration discussed with the Board of Trustees the appointment of the Assistant Principal of DCC/DALC.

Recommendation:

The Superintendent and the Executive Director of Human Resources recommend the appointment of Lisa Herrera as the Assistant Principal of DCC/DALC.

Action Item: Yes No

Motion made by _____ **seconded by** _____ **vote** _____

DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Appointment of the Assistant Principal of K. E. Little Elementary School

Agenda Item: Rebecca Brown

Administration discussed with the Board of Trustees the appointment of the Assistant Principal of K. E. Little Elementary School.

Recommendation:

The Superintendent and the Executive Director of Human Resources recommend the appointment of Maryori Aceituno as the Assistant Principal of K. E. Little Elementary School.

Action Item: Yes No

Motion made by _____ **seconded by** _____ **vote** _____

DICKINSON INDEPENDENT SCHOOL DISTRICT

BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Superintendent 30-Day Update

Agenda Item: Dr. Rebecca Brown

Background Information:

Dr. Brown, Superintendent, will give the Board a 30-day update.

Recommendation:

Information Only

Action Item: Yes No

**DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT**

Meeting Date: July 22, 2024

Item Title: CTE Center Update

Agenda Item: Dr. Rebecca Brown

Background Information:

Arcadis will present an update of the CTE Center.

Recommendation:

Information only.

Action Item: _____ Yes _____ No

**DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT**

Meeting Date: July 22, 2024

Item Title: Largo Mar East

Agenda Item: Jim Rubach

Background Information:

Presentation of Largo Mar East plan.

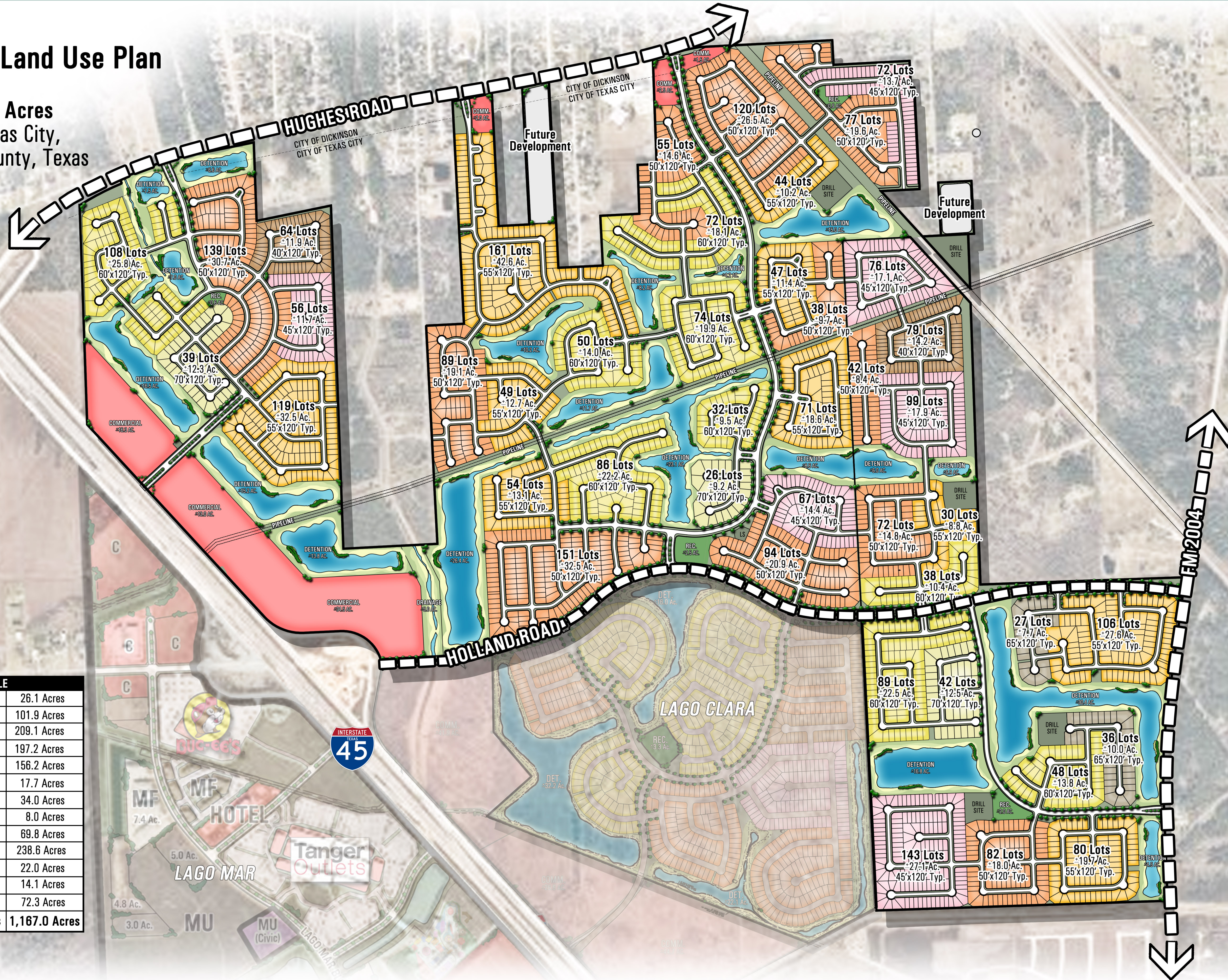
Recommendation:

Information only.

Action Item: _____ Yes _____ No

A Conceptual Land Use Plan

of
±1,167.0 Acres
City of Texas City,
Galveston County, Texas



LAND USE TABLE		
40'x120'	143 Total Lots	26.1 Acres
45'x120'	513 Total Lots	101.9 Acres
50'x120'	958 Total Lots	209.1 Acres
55'x120'	761 Total Lots	197.2 Acres
60'x120'	597 Total Lots	156.2 Acres
65'x120'	63 Total Lots	17.7 Acres
70'x120'	107 Total Lots	34.0 Acres
Recreation		8.0 Acres
Commercial		69.8 Acres
Drainage/ Detention		238.6 Acres
Drill Site/ LS		22.0 Acres
Future		14.1 Acres
ROW/ Other		72.3 Acres
TOTAL	3,142 Lots	1,167.0 Acres

NORTH
0' 500' 1,000'
SCALE: 1"=500'
DATE: 09.06.2022

DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Hurricane Beryl Update

Agenda Item: Ryan Boone

Background Information:

We will give the Board a status update on Hurricane Beryl damages.

Recommendation:

Information Only

Action Item: Yes No

DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Bond update 2020 and 2023

Agenda Item: Ryan Boone

Background Information:

We will give the Board a status update on the 2020 and 2023 bonds.

Recommendation:

Information Only

Action Item: ____ Yes X No

**DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT**

Meeting Date: July 22, 2024

Item Title: Written Reports

If a request to pull a Written Report is not received by the afternoon of the Board meeting, the report writer will not be in attendance and President Magliolo will move to the next item.

Background Information:

Written Reports

- Student Attendance Report for 6th Six Weeks
- 2024 STAAR Scores
- Human Capital Assessment & Retention Report
- Teacher Vacancy Report
- Safety Report

Recommendation:

Information only

Action Item: _____ Yes _____ No

DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Student Attendance Report for Sixth Six Weeks

Agenda Item: Dr. Jeff Pack

Background Information:

Attached is data from the sixth six-week reporting period for 2023-2024 and comparison data from the 2019-2020, 2020-2021, 2021-2022, and 2022-2023 school years.

Recommendation:

Information only

Action Item: _____ Yes _____ No

ADA Percentages by Campus

Campus	2019-20		2020-21		2021-22		2022-23		2023-2024	
	Total ADA	% ADA	Total ADA	% ADA	Total ADA	% ADA	Total ADA	% ADA	Total ADA	% ADA
Little Elementary School										
First six weeks	620.70	95.10%	474.76	91.83%	503.20	90.00%	553.03	93.40%	446.98	94.3%
Second six weeks	619.10	94.30%	515.66	92.82%	524.83	92.71%	542.76	89.71%	445.22	93.3%
Third six weeks	588.00	90.70%	520.70	92.30%	527.46	93.59%	561.30	92.18%	444.74	92.7%
Fourth six weeks	581.07	94.76%	519.30	91.70%	496.74	88.69%	560.39	93.75%	448.41	93.9%
Fifth six weeks	COVID-19	COVID-19	530.04	93.50%	527.22	93.20%	550.93	92.83%	453.06	94.5%
Sixth six weeks	COVID-19	COVID-19	522.00	91.30%	533.21	93.30%	556.99	93.30%	445.72	92.5%
Yearly Average	609.12	93.90%	513.74	92.24%	518.78	91.92%	554.23	92.53%	447.36	93.5%
Lobit Elementary School										
First six weeks	595.40	97.10%	593.36	97.55%	667.31	92.40%	777.56	94.78%	684.91	95.6%
Second six weeks	592.90	95.70%	585.68	95.49%	690.84	93.95%	749.23	90.64%	685.94	94.8%
Third six weeks	593.60	95.10%	583.40	94.50%	701.01	94.40%	775.30	92.65%	679.86	94.0%
Fourth six weeks	589.89	96.01%	596.10	94.80%	670.96	90.79%	807.93	94.69%	682.71	94.3%
Fifth six weeks	COVID-19	COVID-19	612.69	95.40%	705.00	94.72%	814.20	94.85%	685.07	94.5%
Sixth six weeks	COVID-19	COVID-19	618.00	95.20%	706.79	94.03%	819.29	94.41%	679.82	94.4%
Yearly Average	593.86	95.98%	598.21	95.49%	690.32	93.38%	790.58	93.67%	683.05	94.6%
Silbernagel Elementary School										
First six weeks	593.90	96.50%	533.74	94.13%	532.47	92.90%	569.11	95.33%	450.17	95.2%
Second six weeks	604.10	95.80%	551.45	94.29%	547.92	93.86%	548.63	91.40%	452.33	93.3%
Third six weeks	595.30	94.20%	556.50	94.90%	541.35	93.32%	561.06	93.13%	449.90	91.8%
Fourth six weeks	560.90	94.60%	557.40	94.30%	539.35	91.89%	575.54	94.19%	460.05	92.6%
Fifth six weeks	COVID-19	COVID-19	571.22	94.70%	559.73	94.54%	581.36	94.52%	466.50	94.3%
Sixth six weeks	COVID-19	COVID-19	571.06	94.10%	559.12	93.61%	579.73	93.85%	458.80	93.7%
Yearly Average	594.61	95.21%	556.90	94.40%	546.66	93.35%	569.24	93.74%	456.29	93.5%
Hughes Road Elementary School										
First six weeks	612.90	95.50%	599.80	94.42%	593.52	91.80%	640.11	94.75%	539.80	95.2%
Second six weeks	617.00	94.80%	601.40	93.44%	610.14	93.00%	629.59	92.54%	534.89	93.8%
Third six weeks	611.40	93.00%	609.60	94.90%	620.29	94.53%	629.90	92.94%	530.12	91.8%
Fourth six weeks	630.40	94.86%	606.40	94.60%	608.26	91.49%	645.06	94.16%	527.95	93.0%
Fifth six weeks	COVID-19	COVID-19	607.25	94.20%	631.25	93.48%	662.61	94.27%	533.50	94.1%
Sixth six weeks	COVID-19	COVID-19	609.22	93.60%	640.60	93.21%	657.15	93.04%	523.17	92.8%
Yearly Average	616.69	94.59%	605.61	94.19%	617.34	92.92%	644.07	93.62%	531.57	93.5%

ADA Percentages by Campus

	2019-20		2020-21		2021-22		2022-23		2023-2024	
Bay Colony Elementary School										
First six weeks	633.10	96.50%	599.05	95.61%	601.27	93.30%	581.18	94.68%	475.02	95.4%
Second six weeks	625.00	95.10%	605.87	94.63%	604.02	92.97%	574.71	92.03%	469.85	93.5%
Third six weeks	615.00	93.50%	609.00	94.70%	605.35	93.71%	581.36	93.35%	471.42	93.7%
Fourth six weeks	626.55	95.27%	607.30	94.00%	588.93	90.56%	590.65	94.94%	479.29	94.1%
Fifth six weeks	COVID-19	COVID-19	609.01	94.00%	610.31	93.80%	596.46	95.28%	485.44	94.8%
Sixth six weeks	COVID-19	COVID-19	603.47	93.60%	600.96	92.73%	597.96	94.91%	476.01	93.6%
Yearly Average	623.67	95.14%	605.62	94.42%	601.81	92.85%	587.05	94.20%	476.17	94.2%
San Leon Elementary School										
First six weeks	639.70	96.20%	591.73	93.16%	539.37	91.30%	580.10	94.50%	428.02	94.6%
Second six weeks	629.80	94.60%	616.07	93.67%	563.28	92.07%	561.59	90.36%	442.70	92.0%
Third six weeks	624.30	93.20%	617.40	94.30%	574.43	92.98%	579.88	92.92%	451.24	93.1%
Fourth six weeks	610.07	94.96%	601.80	92.70%	552.76	88.78%	580.91	92.49%	445.39	92.2%
Fifth six weeks	COVID-19	COVID-19	594.98	93.20%	575.36	92.92%	594.25	93.69%	459.56	93.9%
Sixth six weeks	COVID-19	COVID-19	593.11	93.70%	579.29	92.67%	592.32	93.93%	455.16	92.7%
Yearly Average	633.74	94.77%	602.52	93.46%	564.08	91.79%	581.51	92.98%	447.01	93.1%
Calder Road Elementary										
First six weeks	581.50	96.30%	558.97	95.42%	606.63	92.40%	642.85	95.00%	474.24	95.1%
Second six weeks	582.30	94.90%	589.30	95.21%	628.28	93.88%	632.91	92.36%	498.85	94.6%
Third six weeks	576.00	94.40%	599.70	95.40%	624.81	94.08%	620.46	91.45%	503.68	93.6%
Fourth six weeks	564.01	94.61%	607.70	94.70%	610.73	90.86%	618.63	93.84%	516.04	94.3%
Fifth six weeks	COVID-19	COVID-19	609.21	94.60%	644.00	94.59%	620.71	94.41%	524.91	95.3%
Sixth six weeks	COVID-19	COVID-19	611.05	94.20%	636.21	92.88%	605.86	93.74%	517.80	93.9%
Yearly Average	578.80	94.95%	595.99	94.92%	625.11	93.12%	623.57	93.47%	505.92	94.5%
Dunbar Middle School										
First six weeks	592.50	96.00%	608.58	95.96%	582.59	91.60%	619.10	95.03%	543.78	95.3%
Second six weeks	585.50	94.90%	599.80	94.53%	602.60	93.41%	604.00	92.40%	545.91	94.8%
Third six weeks	581.50	93.50%	603.20	94.70%	618.95	93.16%	614.68	93.96%	545.16	94.4%
Fourth six weeks	580.41	94.33%	588.00	93.10%	593.85	88.91%	611.44	94.25%	548.43	94.5%
Fifth six weeks	COVID-19	COVID-19	588.57	92.80%	619.38	93.42%	609.29	94.21%	554.04	95.3%
Sixth six weeks	COVID-19	COVID-19	591.94	92.90%	622.71	93.52%	612.46	93.88%	539.68	93.8%
Yearly Average	583.79	94.68%	596.68	94.00%	606.68	92.34%	611.83	93.96%	546.17	94.7%

ADA Percentages by Campus

	2019-20		2020-21		2021-22		2022-23		2023-2024	
Barber Middle School										
First six weeks	697.90	97.10%	685.08	98.52%	544.27	93.20%	535.87	95.83%	579.70	95.3%
Second six weeks	696.30	96.50%	685.00	96.88%	558.34	95.33%	527.38	92.83%	576.87	93.6%
Third six weeks	691.60	95.80%	683.40	96.70%	555.10	94.71%	533.40	93.66%	574.36	92.9%
Fourth six weeks	695.27	95.97%	665.40	95.60%	539.67	91.83%	537.30	94.15%	578.32	93.3%
Fifth six weeks	COVID-19	COVID-19	664.86	95.40%	564.15	94.96%	544.68	94.41%	581.93	94.3%
Sixth six weeks	COVID-19	COVID-19	657.94	94.80%	563.03	94.57%	543.58	94.01%	575.37	93.1%
Yearly Average	693.86	96.34%	673.61	96.32%	554.09	94.10%	537.03	94.15%	577.76	93.8%
Lobit Middle School										
First six weeks	436.80	96.50%	461.04	98.62%	472.62	91.70%	558.87	95.96%	596.22	96.4%
Second six weeks	440.70	96.20%	451.77	95.60%	494.79	94.70%	544.83	93.57%	588.35	95.6%
Third six weeks	435.90	94.90%	455.00	96.60%	496.75	93.85%	541.96	92.92%	578.92	94.4%
Fourth six weeks	442.12	95.55%	459.20	96.10%	476.96	90.63%	557.89	95.00%	587.25	94.9%
Fifth six weeks	COVID-19	COVID-19	454.75	95.30%	497.24	94.82%	549.71	94.57%	593.52	95.6%
Sixth six weeks	COVID-19	COVID-19	450.62	95.10%	492.64	94.00%	544.24	94.31%	588.84	94.7%
Yearly Average	437.31	95.78%	455.40	96.22%	488.50	93.28%	549.58	94.39%	588.85	95.3%
McAdams Junior High School										
First six weeks	843.60	96.50%	872.75	98.64%	825.62	92.20%	893.40	95.42%	800.93	94.9%
Second six weeks	844.10	95.40%	846.83	95.45%	850.04	93.52%	872.92	92.12%	801.91	94.3%
Third six weeks	827.40	93.80%	843.80	94.30%	835.45	91.67%	874.04	92.47%	788.60	92.5%
Fourth six weeks	829.29	94.48%	833.00	93.10%	808.78	88.73%	874.19	93.25%	793.50	92.4%
Fifth six weeks	COVID-19	COVID-19	828.96	93.10%	847.83	92.94%	880.11	93.13%	806.26	93.0%
Sixth six weeks	COVID-19	COVID-19	805.53	90.60%	843.22	92.14%	882.69	92.57%	785.40	91.3%
Yearly Average	834.43	95.03%	838.48	94.20%	835.16	91.87%	879.56	93.16%	796.10	93.1%
Kranz Junior High School										
First six weeks	964.90	96.40%	916.58	96.66%	873.11	92.10%	919.93	95.33%	942.48	95.4%
Second six weeks	964.60	95.70%	926.54	94.91%	905.56	94.04%	906.04	92.64%	937.39	94.6%
Third six weeks	949.20	94.20%	922.30	94.20%	895.55	92.58%	914.80	93.34%	938.28	93.7%
Fourth six weeks	950.41	95.15%	891.70	92.00%	864.89	89.51%	925.33	93.68%	931.82	93.2%
Fifth six weeks	COVID-19	COVID-19	883.72	92.00%	904.80	93.49%	928.34	93.90%	937.48	94.3%
Sixth six weeks	COVID-19	COVID-19	877.56	91.20%	898.30	93.18%	917.42	92.90%	919.58	92.5%
Yearly Average	954.71	95.42%	903.07	93.50%	890.37	92.48%	918.64	93.63%	934.51	94.0%

ADA Percentages by Campus

	2019-20		2020-21		2021-22		2022-23		2023-2024	
Dickinson Junior High School										
First six weeks									960.63	95.6%
Second six weeks									954.78	94.2%
Third six weeks									950.64	93.8%
Fourth six weeks									944.68	93.3%
Fifth six weeks									949.59	94.4%
Sixth six weeks									931.74	93.1%
Yearly Average									948.68	94.1%
Dickinson High School										
First six weeks	2997.60	95.70%	3190.34	96.05%	3158.21	91.70%	3403.82	93.78%	3534.48	94.4%
Second six weeks	2977.30	94.80%	3108.13	93.23%	3215.14	92.04%	3320.80	91.32%	3498.83	93.4%
Third six weeks	2950.20	94.10%	3017.80	90.90%	3202.00	92.19%	3328.97	93.25%	3476.92	93.4%
Fourth six weeks	2907.38	93.91%	2680.20	84.60%	3019.70	88.55%	3246.65	92.93%	3370.39	92.3%
Fifth six weeks	COVID-19	COVID-19	2736.94	87.80%	3118.68	92.49%	3227.29	93.21%	3352.09	92.9%
Sixth six weeks	COVID-19	COVID-19	2781.00	89.70%	3051.13	91.41%	3215.91	93.32%	3299.17	92.0%
Yearly Average	2951.39	94.57%	2919.07	90.38%	3127.48	91.40%	3290.57	92.97%	3421.98	93.1%
Dickinson Continuation Center										
First six weeks	60.30	92.70%	65.08	95.13%	68.85	88.90%	78.10	94.32%	81.56	95.2%
Second six weeks	56.20	90.40%	61.97	86.59%	59.38	85.67%	72.88	92.30%	78.83	93.3%
Third six weeks	48.60	90.90%	54.60	84.40%	45.95	87.94%	58.00	93.79%	69.32	94.3%
Fourth six weeks	57.54	89.02%	137.00	87.00%	66.52	85.00%	71.48	90.95%	67.11	90.7%
Fifth six weeks	COVID-19	COVID-19	115.93	80.30%	59.39	87.86%	54.86	90.62%	51.96	89.7%
Sixth six weeks	COVID-19	COVID-19	92.44	80.30%	45.52	89.99%	37.67	87.11%	35.08	88.6%
Yearly Average	55.66	90.79%	87.84	85.62%	57.60	87.56%	62.16	91.52%	63.98	92.0%
Transforming Lives Cooperative										
First six weeks	8.80	97.60%	6.08	96.69%	8.00	100.00%	6.43	99.48%	7.93	100.0%
Second six weeks	8.90	100.00%	7.27	100.00%	8.66	99.60%	8.00	100.00%	8.83	100.0%
Third six weeks	9.70	98.80%	8.00	100.00%	8.30	100.00%	7.24	100.00%	8.72	100.0%
Fourth six weeks	8.46	90.13%	5.60	100.00%	6.92	99.45%	7.74	100.00%	5.61	100.0%
Fifth six weeks	COVID-19	COVID-19	5.93	100.00%	6.21	97.24%	9.54	98.52%	5.15	100.0%
Sixth six weeks	COVID-19	COVID-19	6.62	99.10%	6.73	100.00%	6.97	100.00%	5.50	100.0%
Yearly Average	8.86	95.01%	6.58	99.30%	7.47	99.38%	7.65	99.67%	6.96	100.0%

ADA Percentages by Campus

	2019-20		2020-21		2021-22		2022-23		2023-2024	
Galveston County Detention Facility										
First six weeks	23.10	99.40%	7.42	99.44%	13.81	98.20%	17.53	99.81%	15.11	100.0%
Second six weeks	21.40	96.20%	12.43	100.00%	17.13	99.81%	19.08	100.00%	17.96	100.0%
Third six weeks	21.00	92.10%	7.40	100.00%	15.96	100.00%	17.64	100.00%	18.32	100.0%
Fourth six weeks	23.85	93.05%	7.30	100.00%	19.22	100.00%	17.22	99.79%	19.96	100.0%
Fifth six weeks	COVID-19	COVID-19	9.11	100.00%	22.59	100.00%	15.21	100.00%	17.11	100.0%
Sixth six weeks	COVID-19	COVID-19	12.15	100.00%	16.52	100.00%	19.36	100.00%	20.53	100.0%
Yearly Average	21.90	92.65%	9.30	99.91%	17.54	99.67%	17.67	99.93%	18.17	100.0%
Coastal Alternative Program										
First six weeks	2.30	64.30%	0.00	0.00%	1.00	92.90%	1.40	95.45%	2.73	79.8%
Second six weeks	3.10	73.00%	0.00	0.00%	1.58	78.85%	2.52	66.25%	3.07	80.6%
Third six weeks	3.10	63.40%	0.50	72.20%	3.00	86.96%	11.08	72.48%	2.89	69.2%
Fourth six weeks	3.65	62.66%	0.50	52.00%	4.23	94.62%	11.12	66.90%	4.50	82.4%
Fifth six weeks	COVID-19	COVID-19	1.24	63.20%	5.53	83.19%	9.41	63.50%	6.62	72.9%
Sixth six weeks	COVID-19	COVID-19	2.36	84.80%	4.97	82.81%	6.38	73.33%	5.35	60.7%
Yearly Average	3.03	67.21%	1.15	68.05%	3.39	86.56%	6.99	72.99%	4.19	74.3%
DISTRICT TOTAL										
First six weeks	10905.10	96.10%	10758.31	96.01%	10592.08	92.00%	11378.39	94.65%	11564.69	94.9%
Second six weeks	10868.20	95.20%	10766.57	94.27%	10882.53	93.11%	11111.87	91.72%	11542.49	93.9%
Third six weeks	10721.70	93.90%	10694.00	93.60%	10871.84	93.07%	11211.07	93.00%	11483.09	92.7%
Fourth six weeks	10783.56	94.58%	10357.50	91.10%	10468.47	89.66%	11239.45	93.64%	11411.41	93.4%
Fifth six weeks	COVID-19	COVID-19	10424.41	92.00%	10898.67	93.43%	11248.94	93.83%	11463.78	93.5%
Sixth six weeks	COVID-19	COVID-19	10404.11	92.20%	10800.95	92.73%	11195.98	93.54%	11262.72	91.9%
Actual ADA for School Year	10795.43	94.95%	10567.48	93.20%	10752.42	92.33%	11230.95	93.40%	11454.70	93.4%
Projected ADA for School Year	*10800		*11000		*11400		*11200		*11800	

**DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT**

Meeting Date: July 22, 2024

Item Title: 2024 STAAR scores

Agenda Item: Dr. Jeff Pack/Dr. Debby Noffsinger

Background Information:
The 2024 STAAR scores will be presented.

Recommendation:
Information only

Action Item: _____ Yes √ No

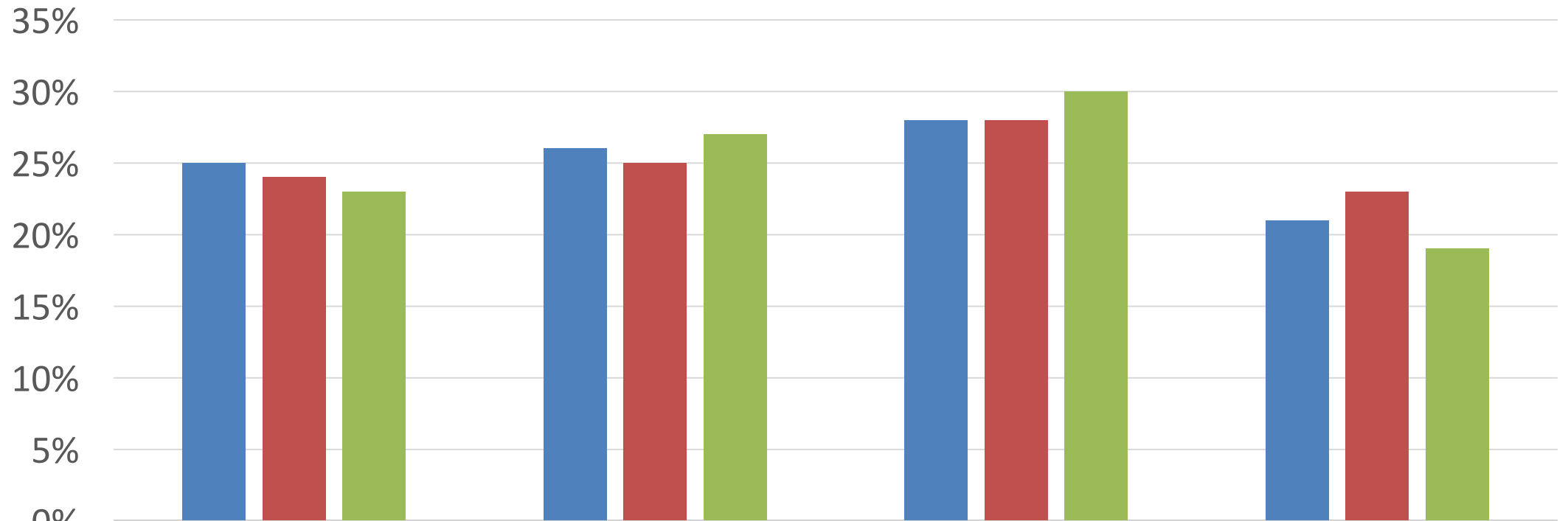


**WE ARE GATOR
NATION**

Spring
STAAR 2024
DISD, Region 4,
State
Comparison

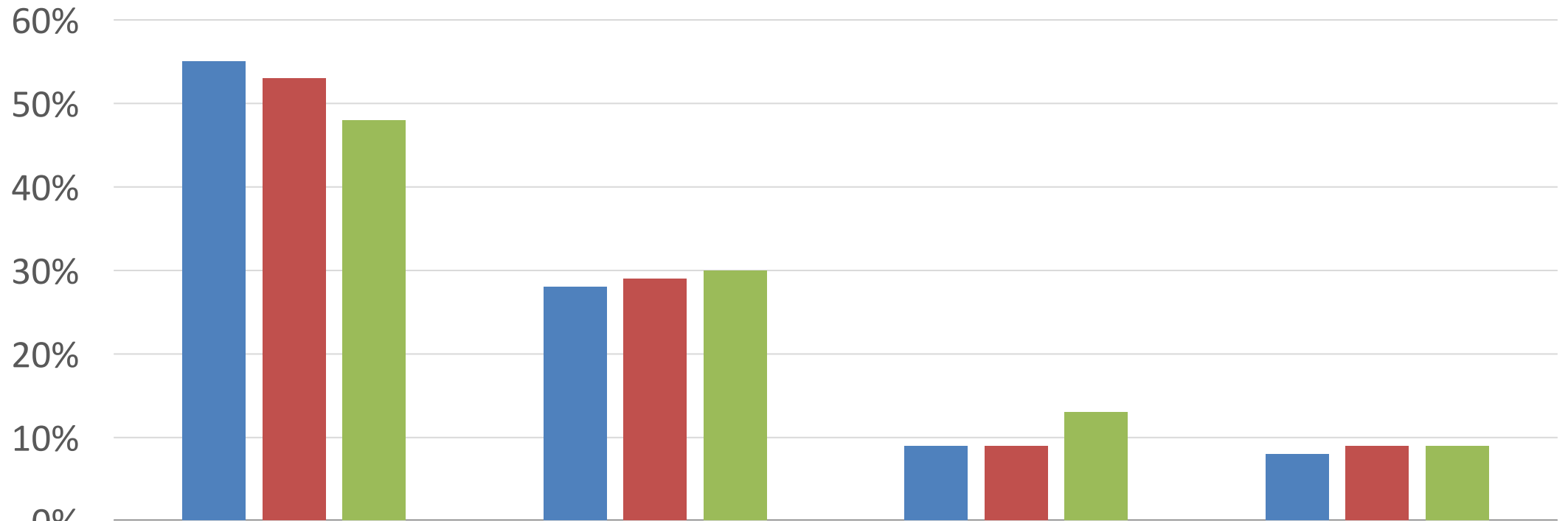


Grade 3 RLA



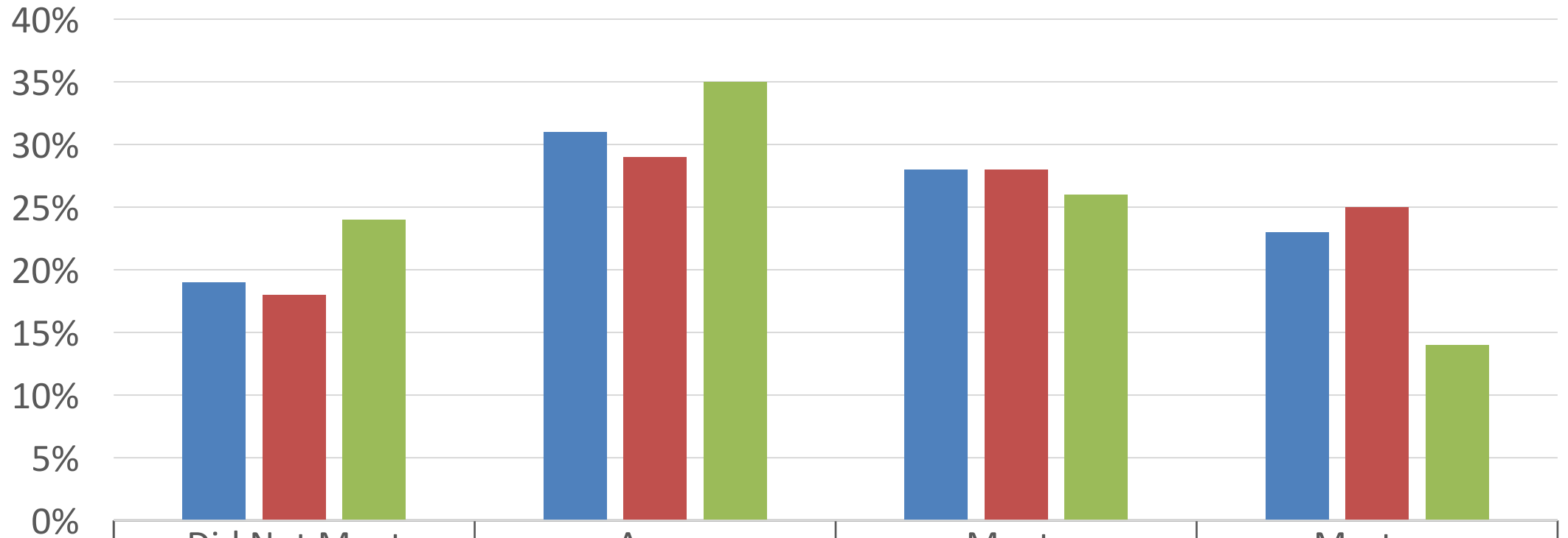
	Did Not Meet	Appr	Meets	Masters
STATE	25%	26%	28%	21%
Rgn IV	24%	25%	28%	23%
DISD 776	23%	27%	30%	19%

Grade 3 RLA Spanish



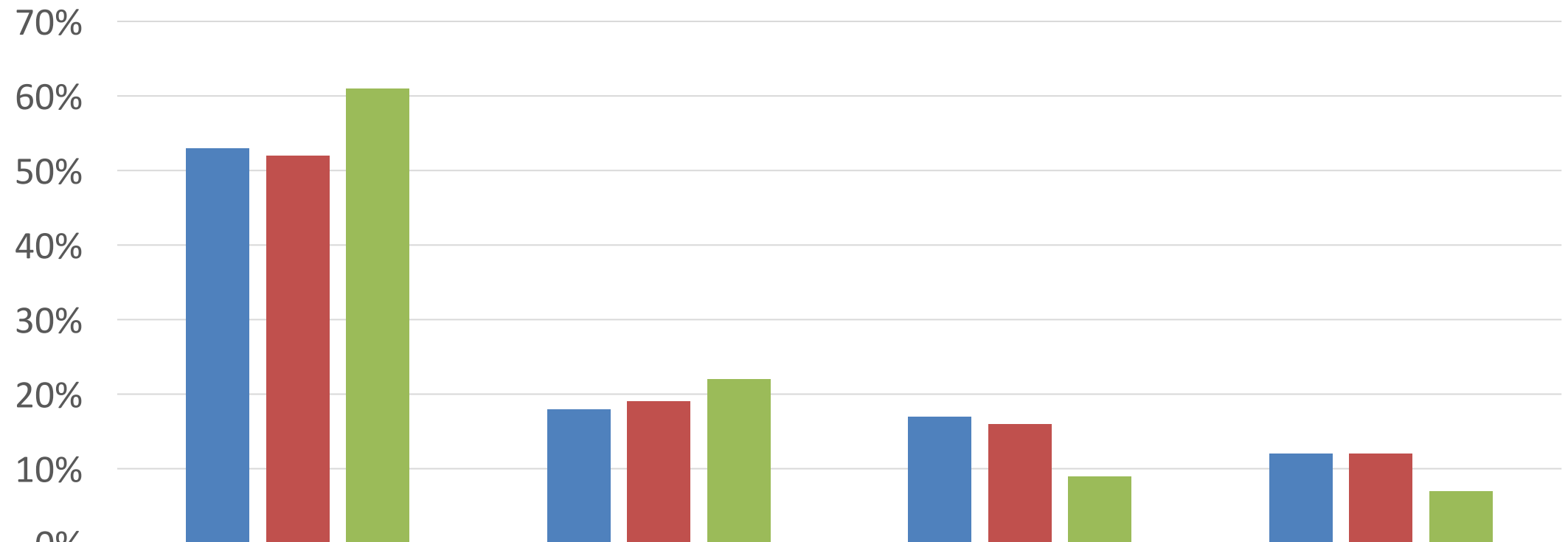
	Did Not Meet	Appr	Meets	Masters
STATE	55%	28%	9%	8%
Rgn IV	53%	29%	9%	9%
DISD 126	48%	30%	13%	9%

Grade 4 RLA



	Did Not Meet	Appr	Meets	Masters
STATE	19%	31%	28%	23%
Rgn IV	18%	29%	28%	25%
DISD 802	24%	35%	26%	14%

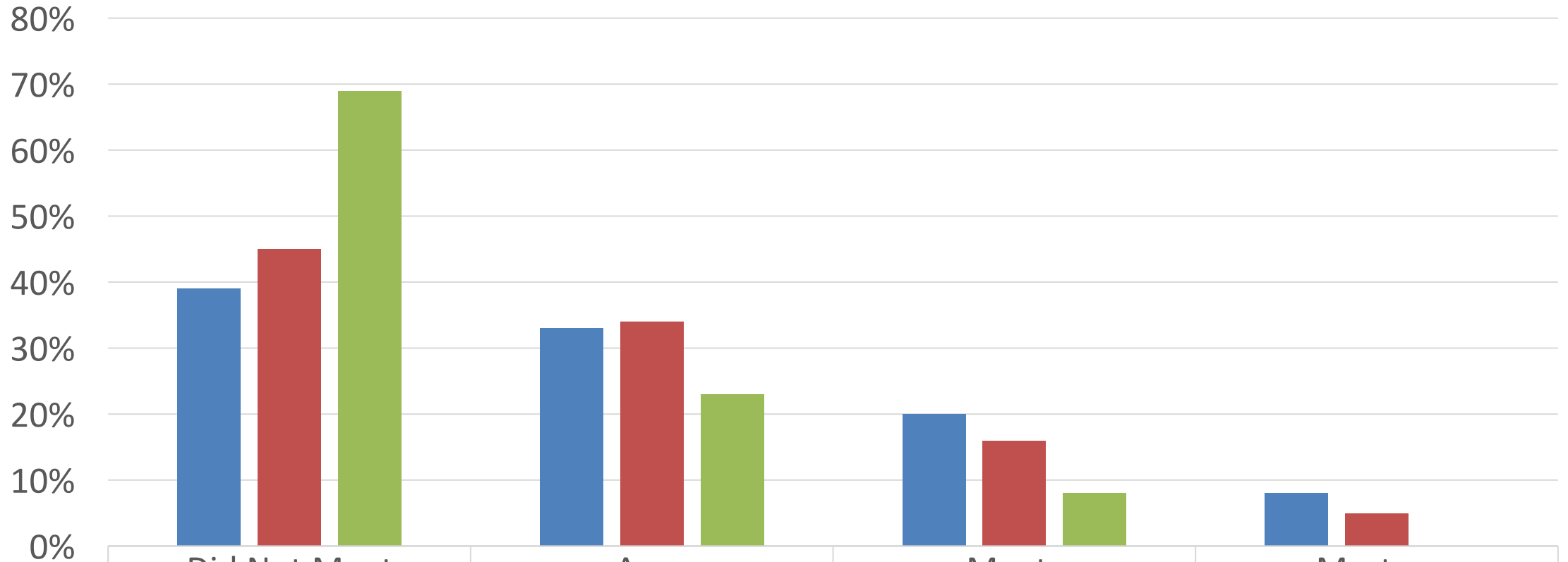
Grade 4 RLA Spanish



	Did Not Meet	Appr	Meets	Masters
STATE	53%	18%	17%	12%
Rgn IV	52%	19%	16%	12%
DISD 66	61%	22%	9%	7%

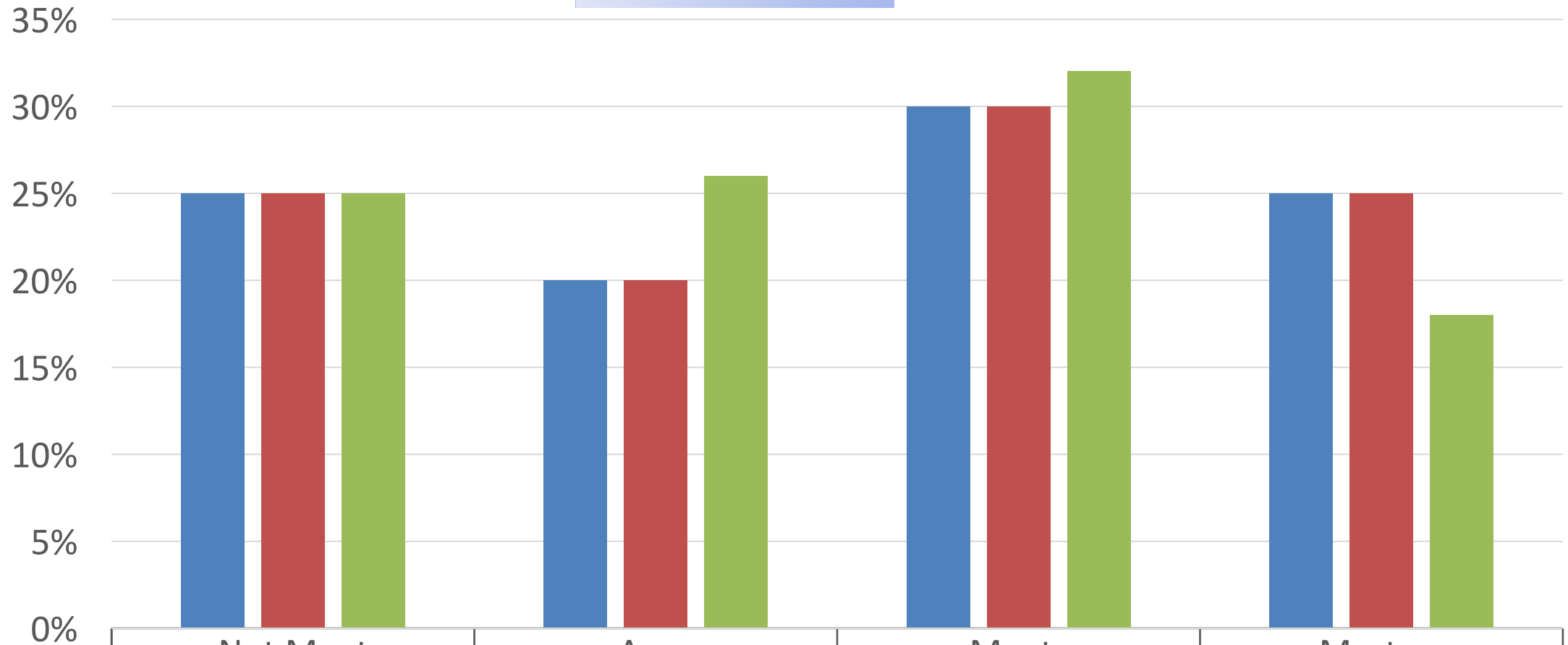


Grade 5 RLA Spanish



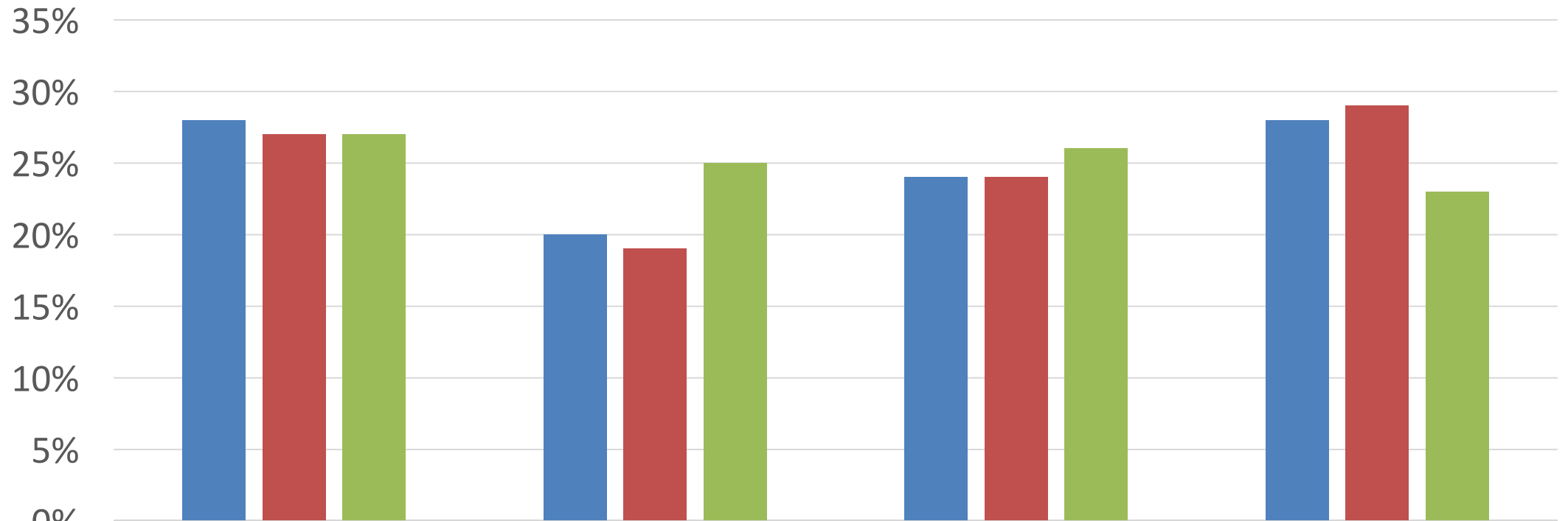
STATE	39%	33%	20%	8%
Rgn IV	45%	34%	16%	5%
DISD 13	69%	23%	8%	0%

Grade 6 RLA



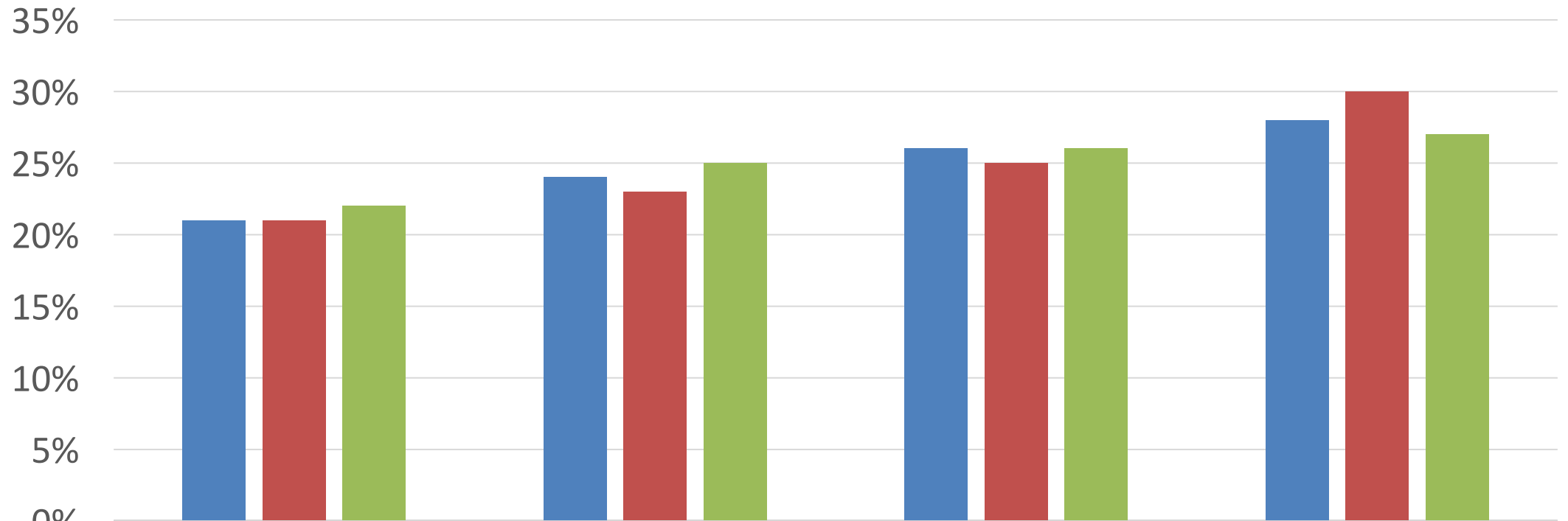
STATE	25%	20%	30%	25%
Region IV	25%	20%	30%	25%

Grade 7 RLA



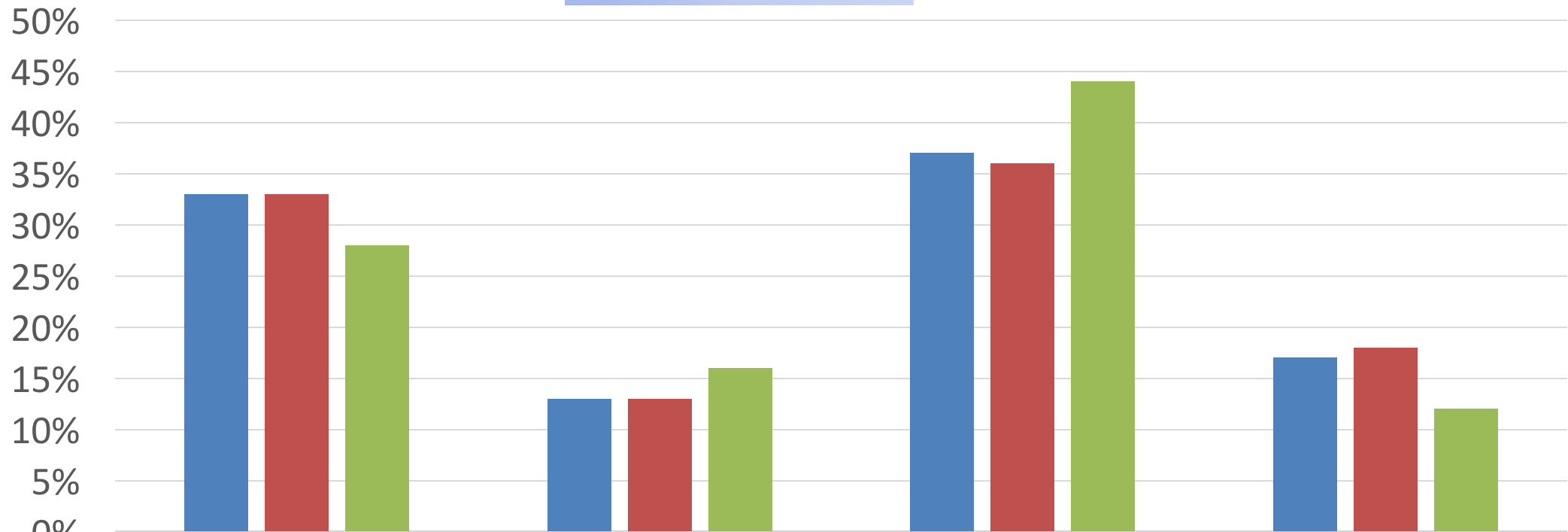
	Not Meet	Appr	Meets	Masters
STATE	28%	20%	24%	28%
Rgn IV	27%	19%	24%	29%
DISD 900	27%	25%	26%	23%

Grade 8 RLA



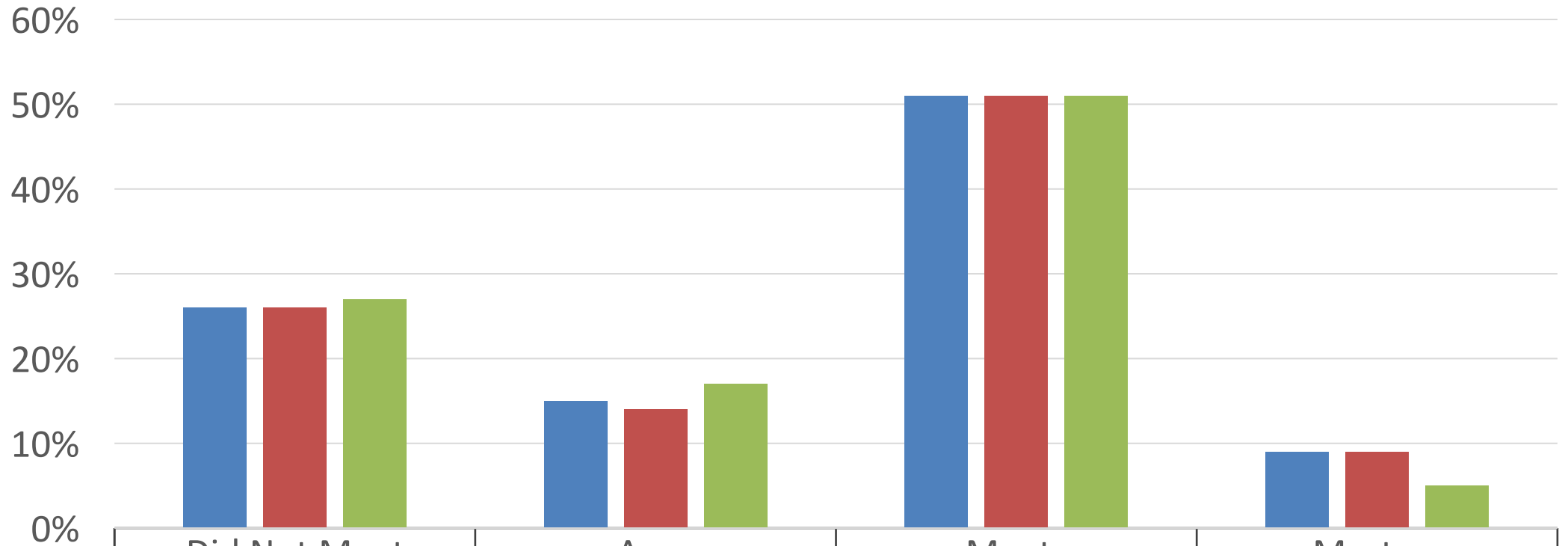
	Not Meet	Appr	Meets	Masters
STATE	21%	24%	26%	28%
Rgn IV	21%	23%	25%	30%
DISD 990	22%	25%	26%	27%

English I EOC



	Did Not Meet	Appr	Meets	Masters
STATE	33%	13%	37%	17%
Rgn IV	33%	13%	36%	18%
DISD 1096	28%	16%	44%	12%

English II EOC



	Did Not Meet	Appr	Meets	Masters
STATE	26%	15%	51%	9%
Rgn IV	26%	14%	51%	9%
DISD 1084	27%	17%	51%	5%



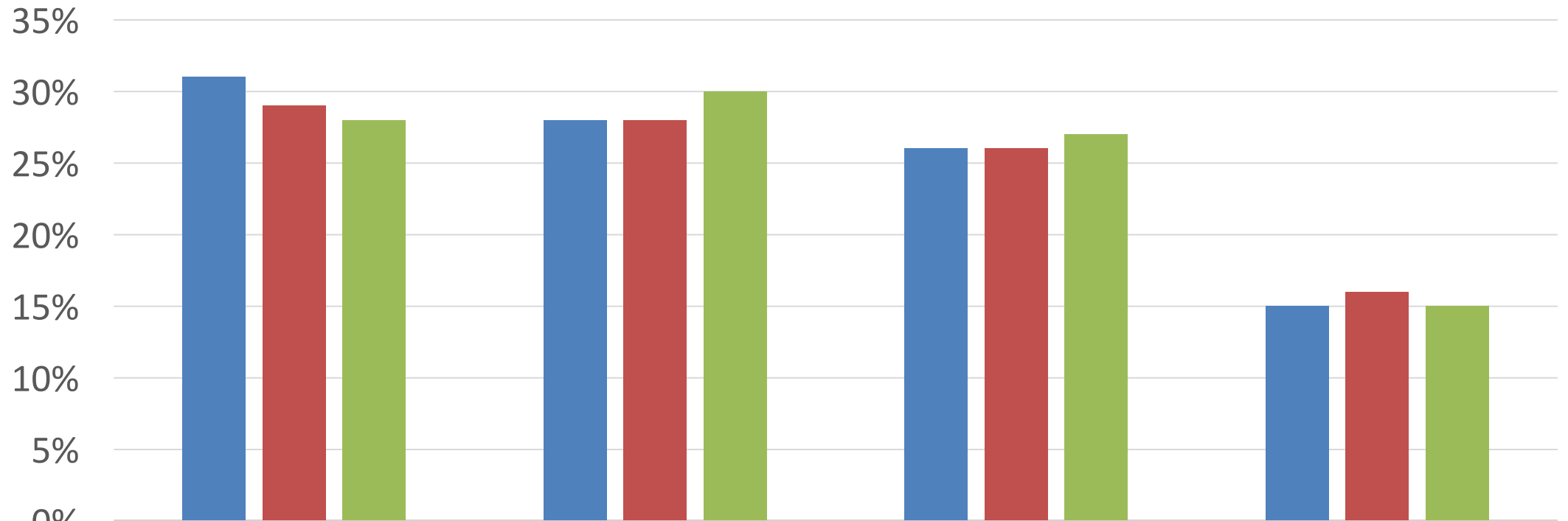
RLA Summary

Below State Average for Did Not Meet
Grades 3, 3Sp, 7, English I

**Above State Average for Masters
Grades 3Sp**

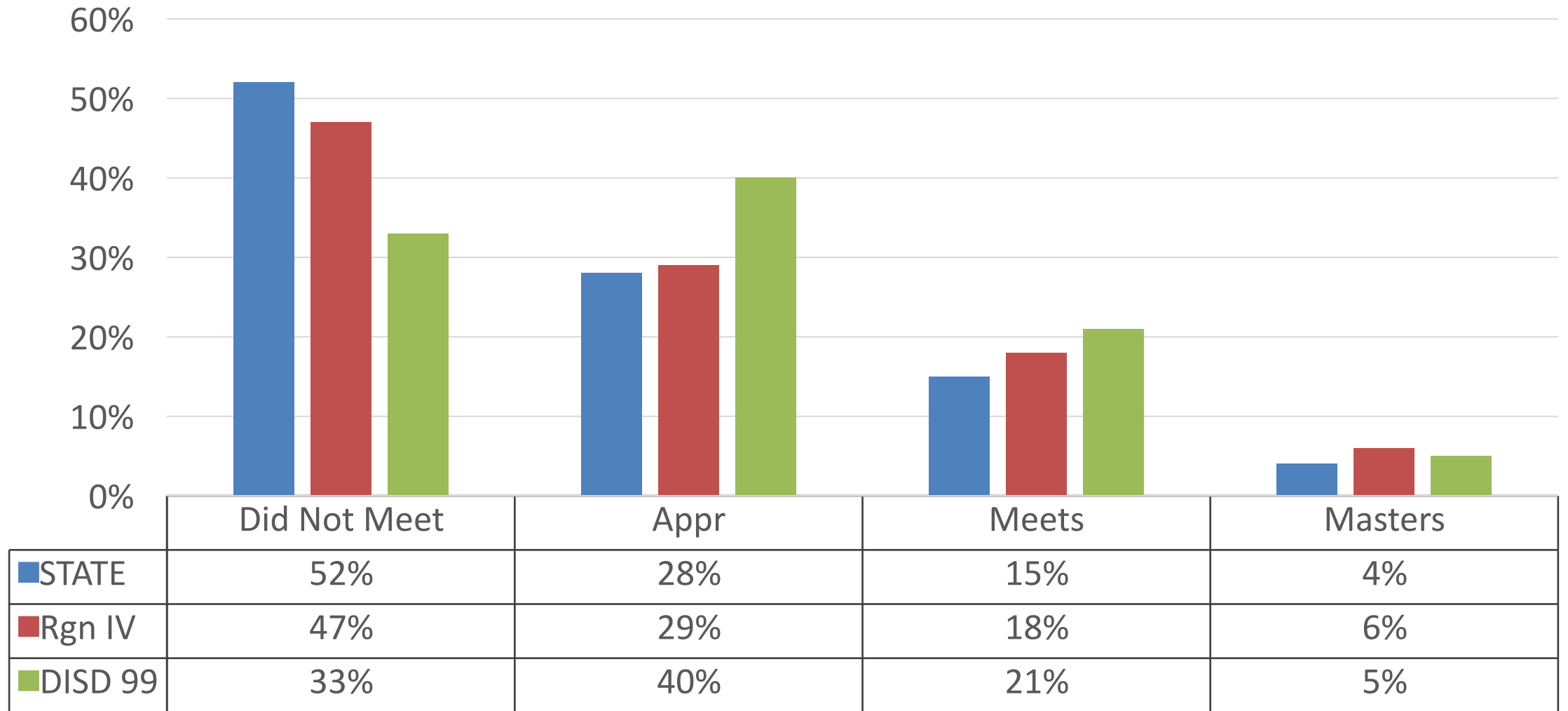


Grade 3 Math

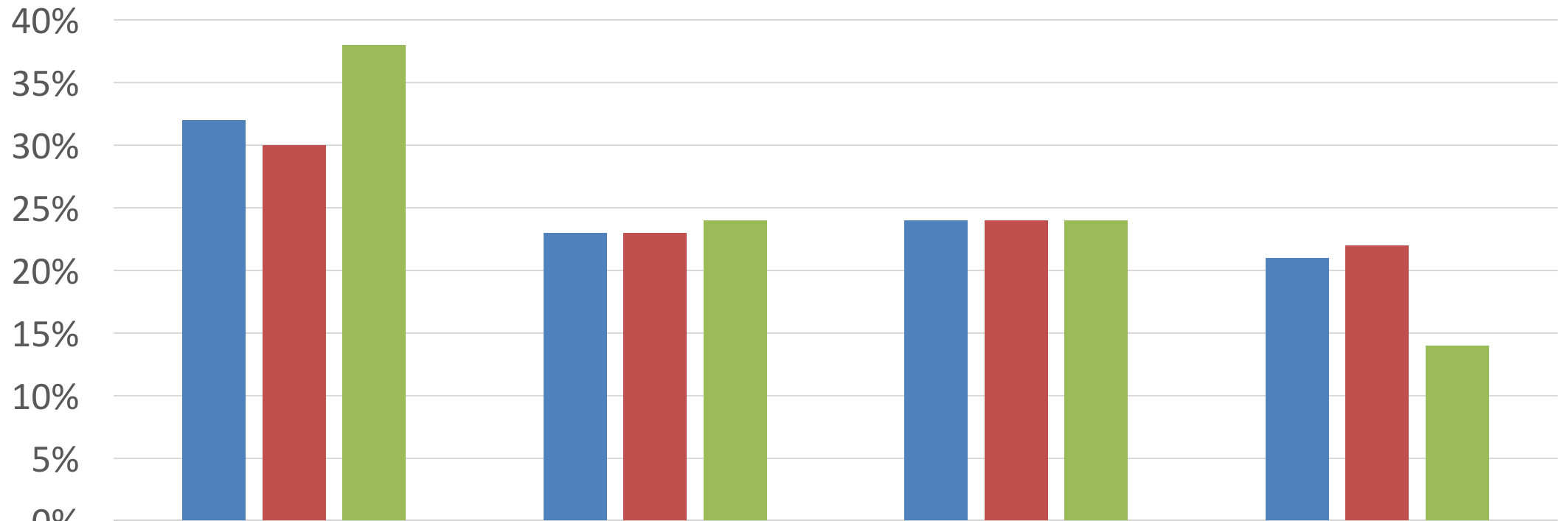


	Did Not Meet	Appr	Meets	Masters
STATE	31%	28%	26%	15%
Rgn IV	29%	28%	26%	16%
DISD 803	28%	30%	27%	15%

Grade 3 Math Spanish

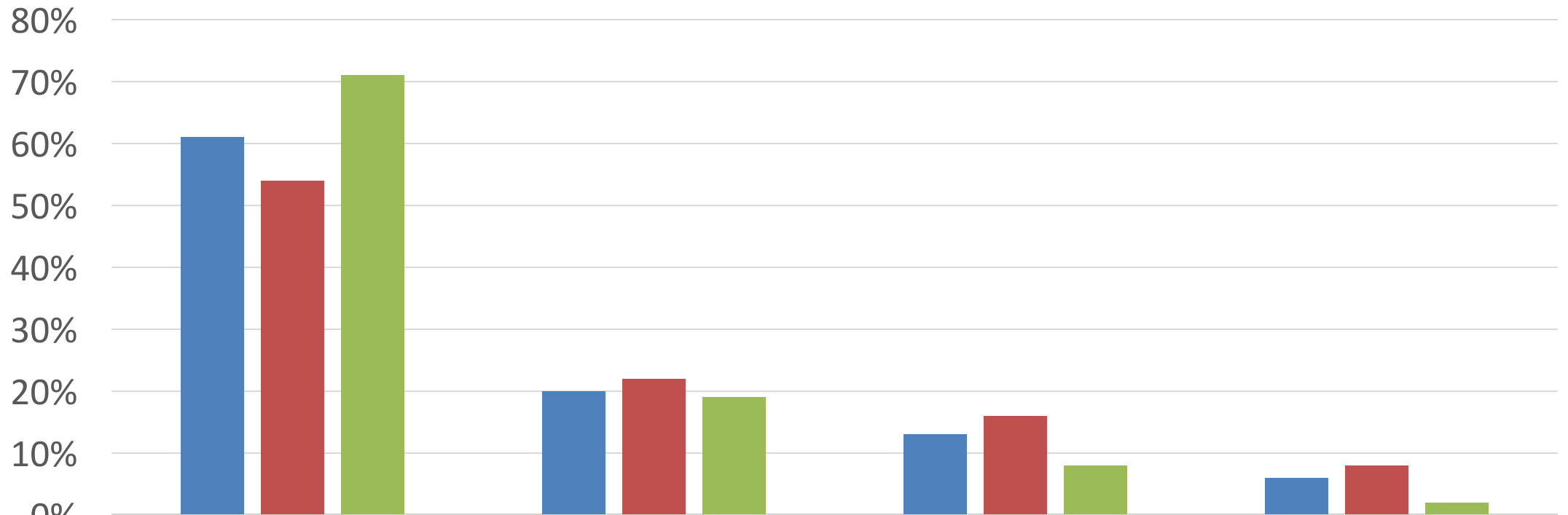


Grade 4 Math



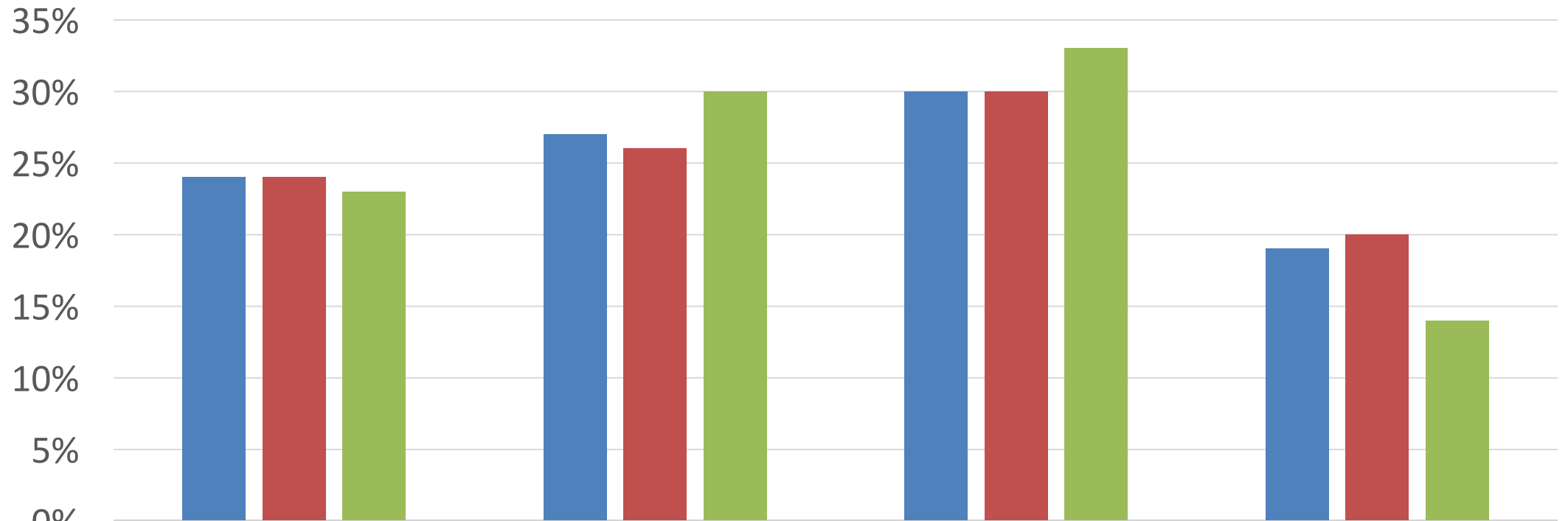
	Did Not Meet	Appr	Meets	Masters
STATE	32%	23%	24%	21%
Rgn IV	30%	23%	24%	22%
DISD 804	38%	24%	24%	14%

Grade 4 Math Spanish



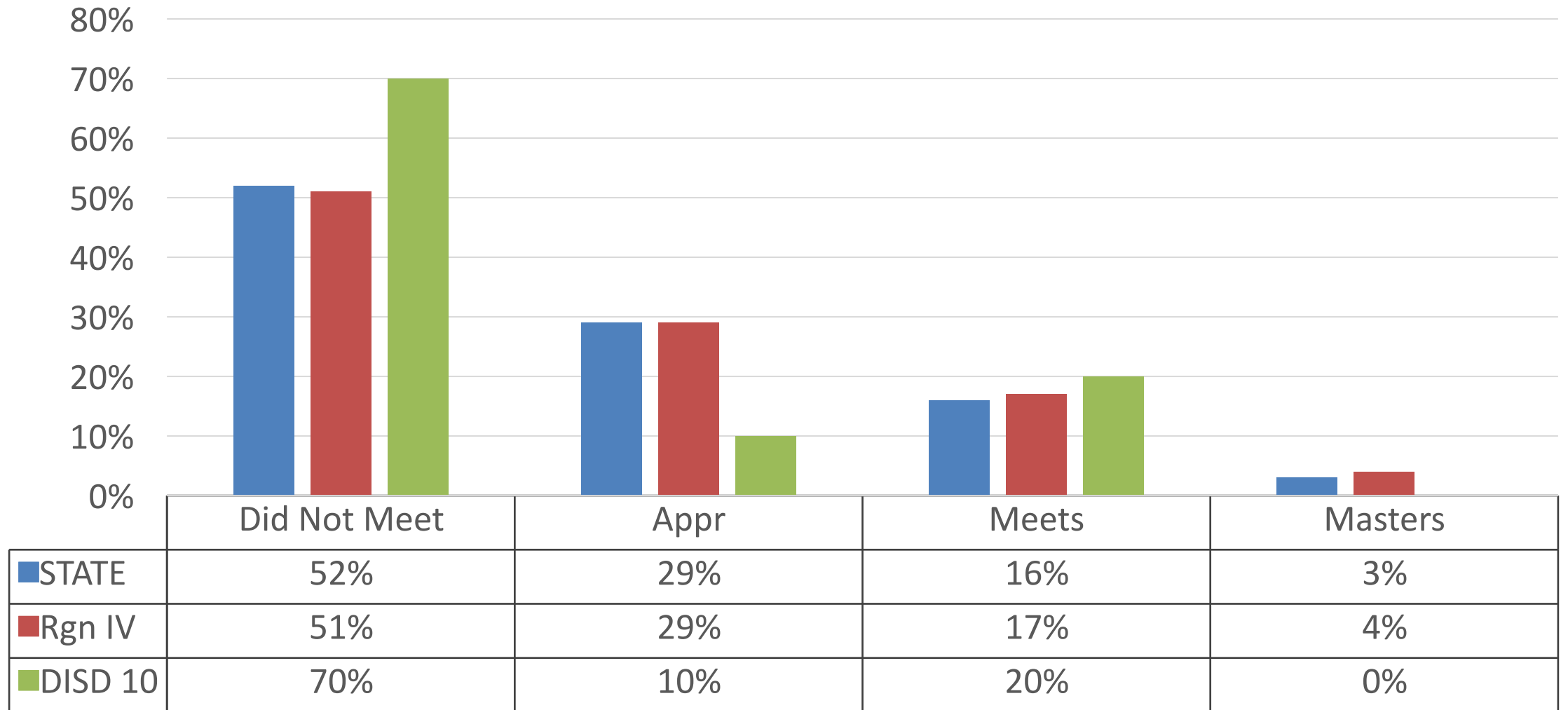
	Did Not Meet	Appr	Meets	Masters
STATE	61%	20%	13%	6%
Rgn IV	54%	22%	16%	8%
DISD 64	71%	19%	8%	2%

Grade 5 Math

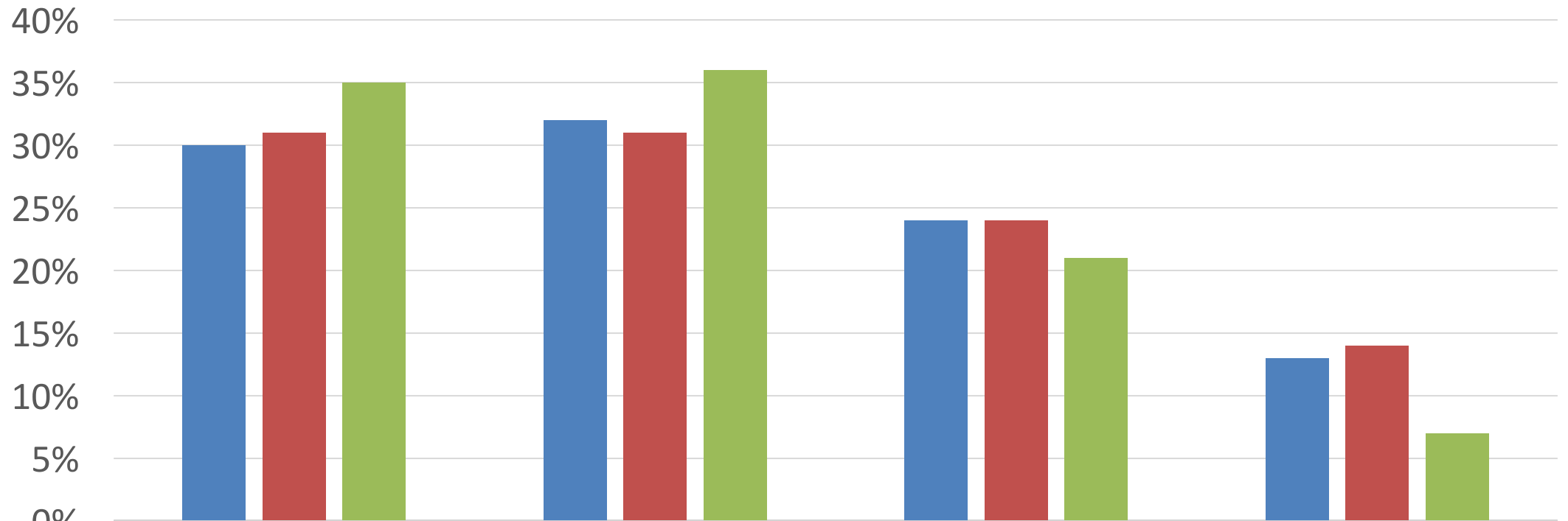


	Did Not Meet	Appr	Meets	Masters
STATE	24%	27%	30%	19%
Rgn IV	24%	26%	30%	20%
DISD 877	23%	30%	33%	14%

Grade 5 Math Spanish

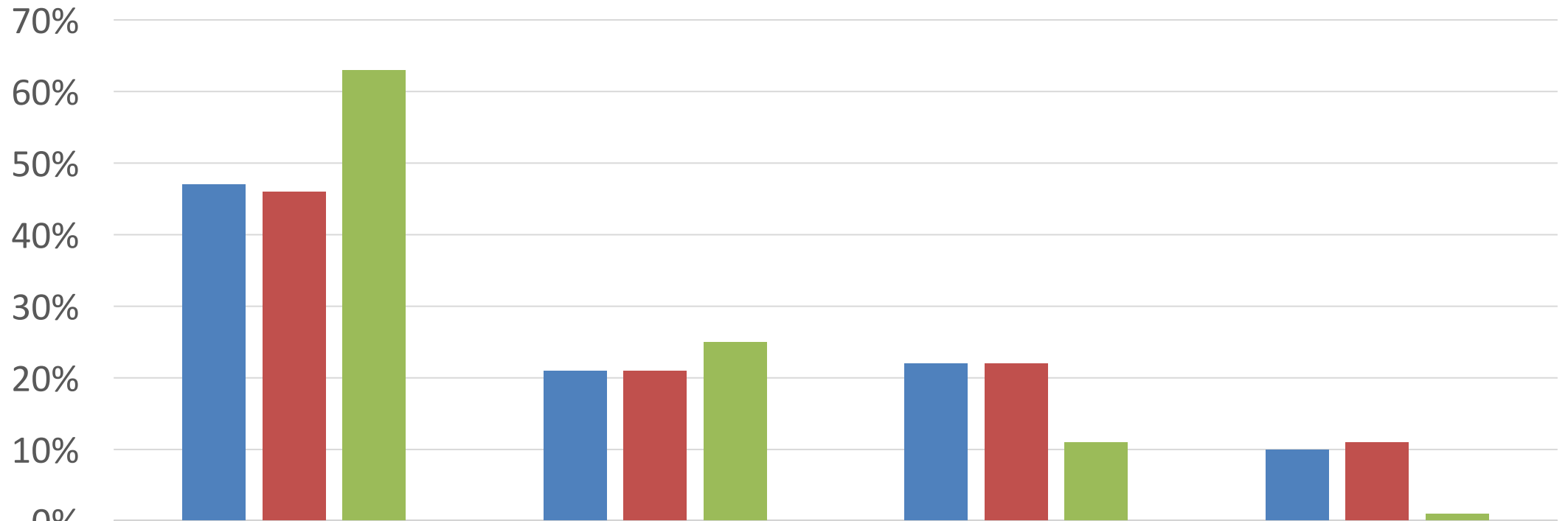


Grade 6 Math



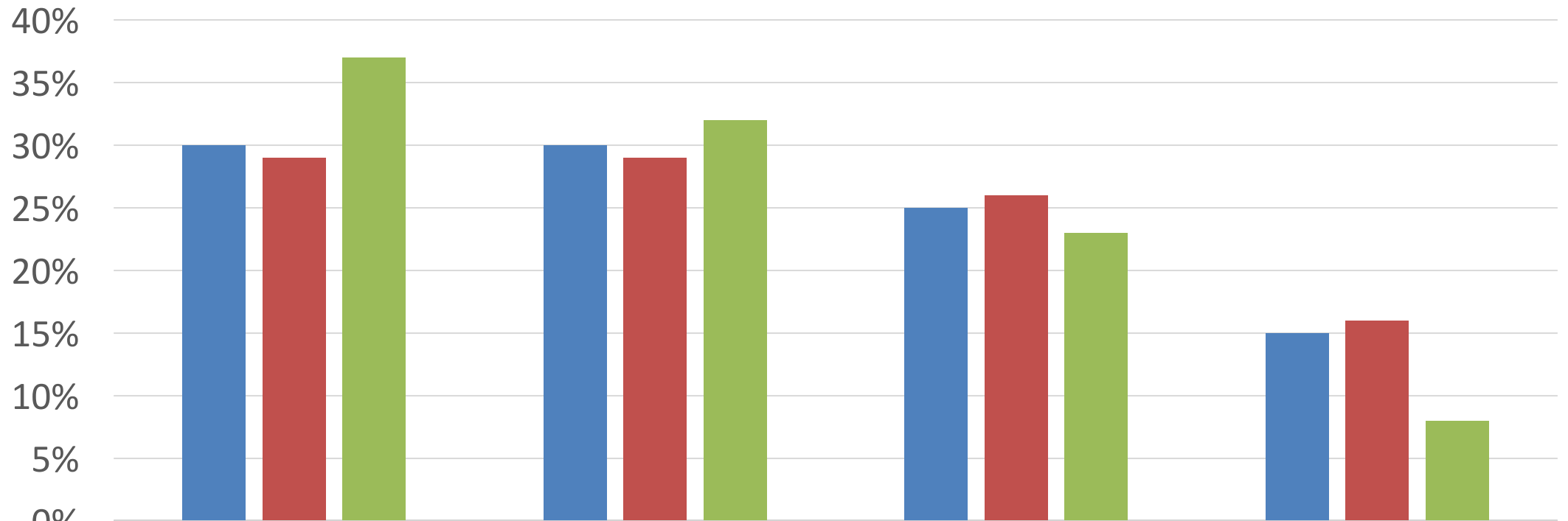
	Not Meet	Appr	Meets	Masters
STATE	30%	32%	24%	13%
Rgn IV	31%	31%	24%	14%
DISD 899	35%	36%	21%	7%

Grade 7 Math



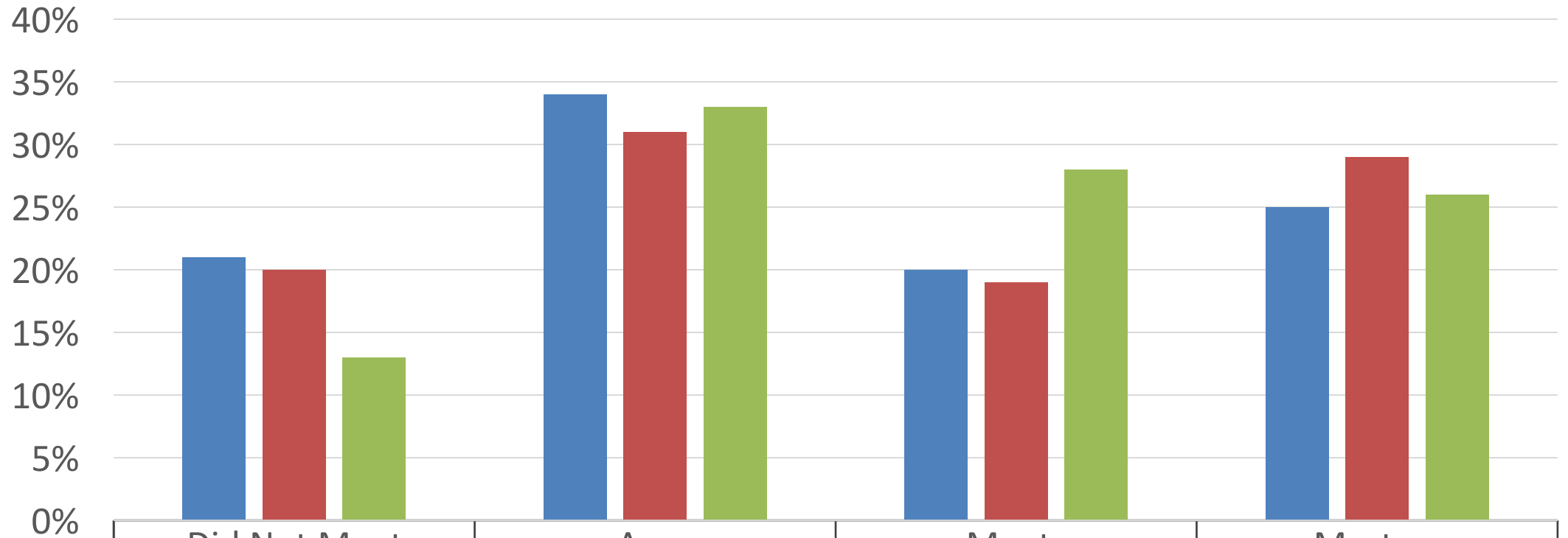
	Not Meet	Appr	Meets	Masters
STATE	47%	21%	22%	10%
Rgn IV	46%	21%	22%	11%
DISD 638	63%	25%	11%	1%

Grade 8 Math



	Not Meet	Appr	Meets	Masters
STATE	30%	30%	25%	15%
Rgn IV	29%	29%	26%	16%
DISD 975	37%	32%	23%	8%

Algebra EOC



	Did Not Meet	Appr	Meets	Masters
STATE	21%	34%	20%	25%
Rgn IV	20%	31%	19%	29%
DISD 870	13%	33%	28%	26%

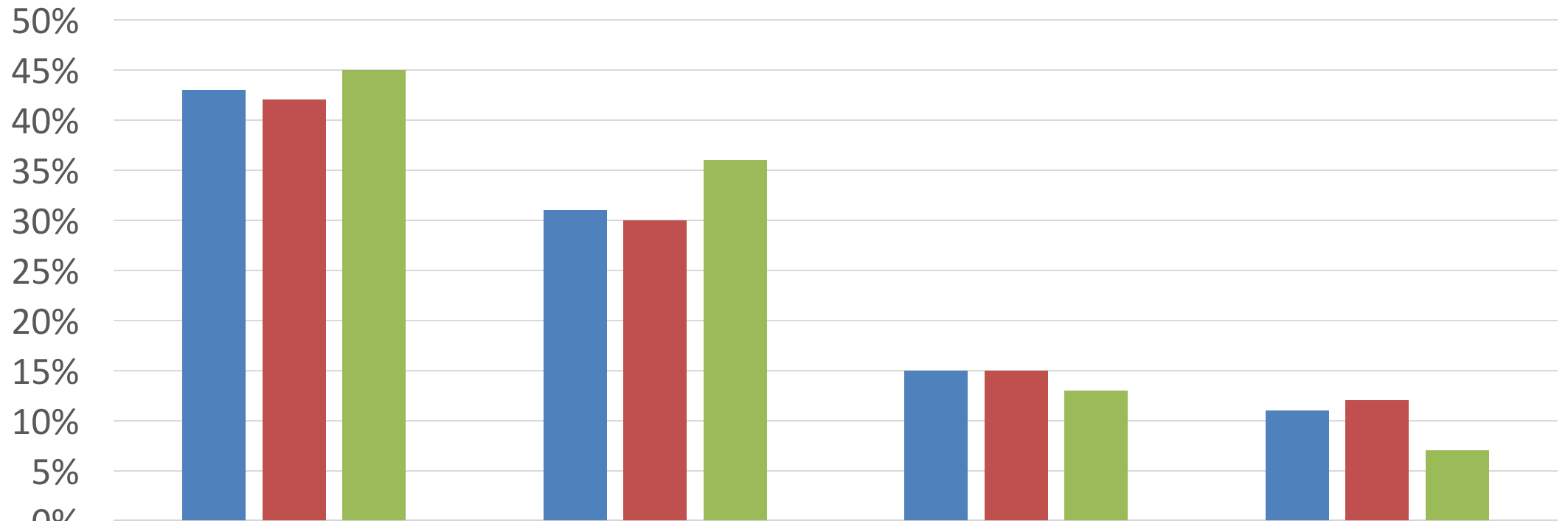


Math Summary

Below State Average for Did Not Meet
Grades 3, 3Sp, 5, Algebra

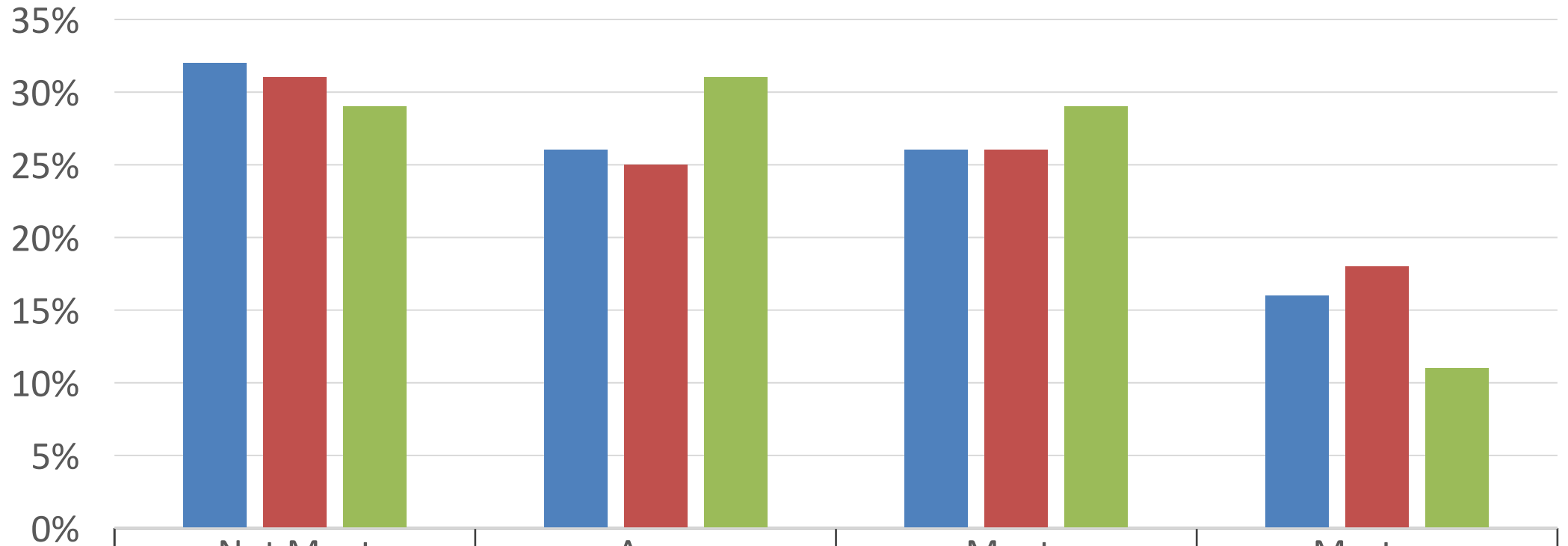
**Above State Average for Masters
Grades 3Sp, Algebra**

Grade 5 Science



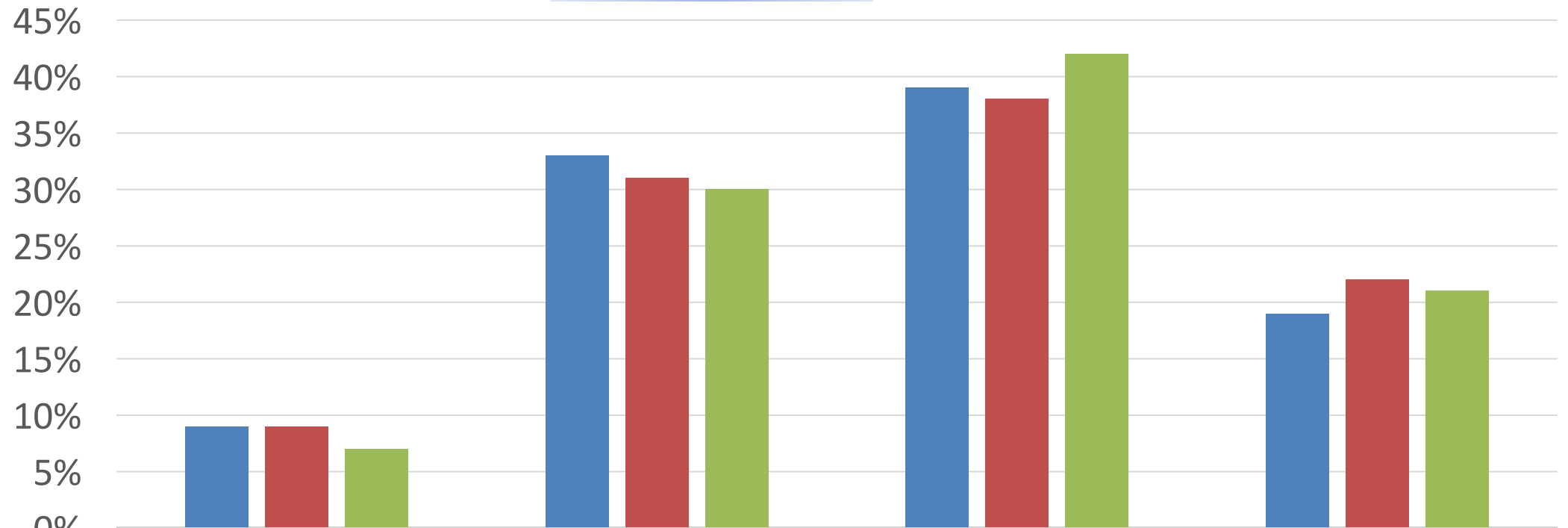
	Did Not Meet	Appr	Meets	Masters
STATE	43%	31%	15%	11%
Rgn IV	42%	30%	15%	12%
DISD 874	45%	36%	13%	7%

8 Science



	Not Meet	Appr	Meets	Masters
STATE	32%	26%	26%	16%
Rgn IV	31%	25%	26%	18%
DISD 1105	29%	31%	29%	11%

Biology EOC



	Did Not Meet	Appr	Meets	Masters
STATE	9%	33%	39%	19%
Rgn IV	9%	31%	38%	22%
DISD 1017	7%	30%	42%	21%



State of Texas Assessments of Academic Readiness

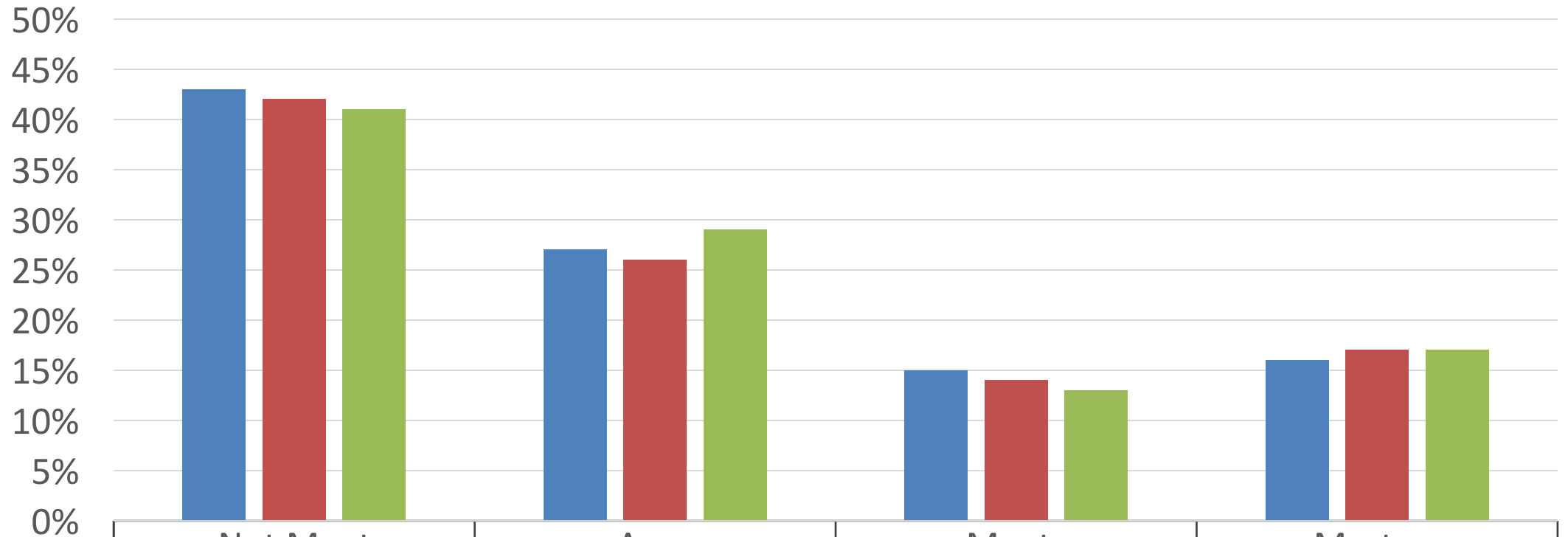


Science Summary

Below State Average for Did Not Meet
Grades 8, Biology

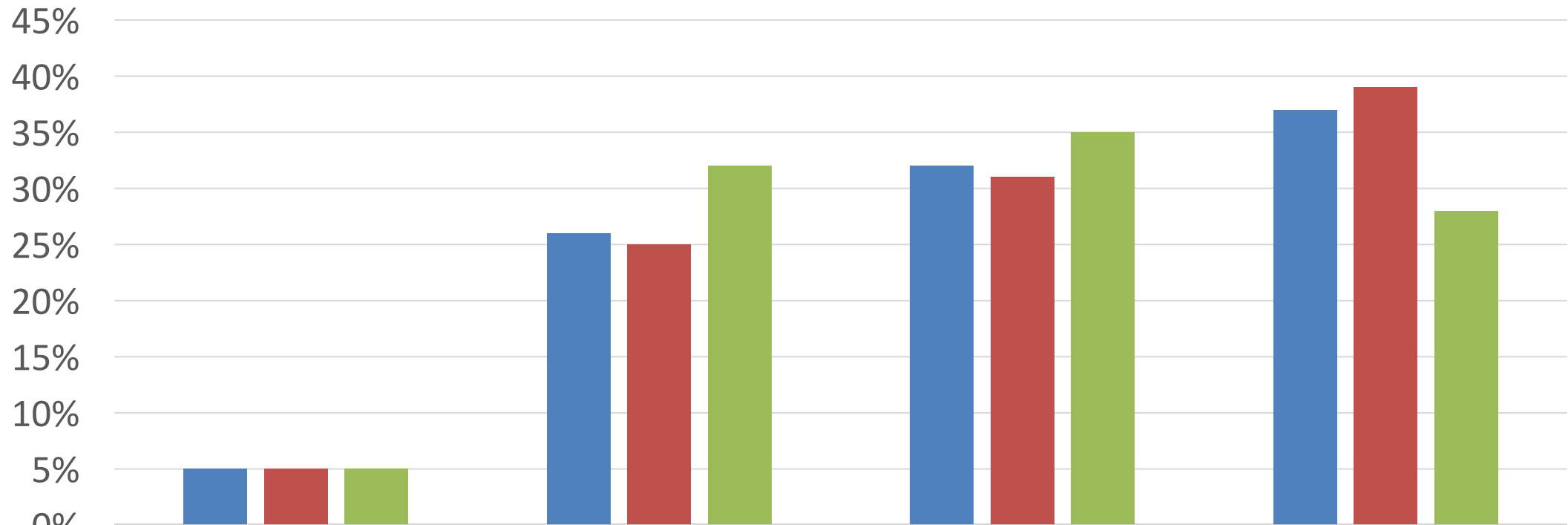
**Above State Average for Masters
Grades Biology**

Grade 8 Social Studies



	Not Meet	Appr	Meets	Masters
STATE	43%	27%	15%	16%
Rgn IV	42%	26%	14%	17%
DISD 989	41%	29%	13%	17%

U.S. History EOC



	Did Not Meet	Appr	Meets	Masters
STATE	5%	26%	32%	37%
Rgn IV	5%	25%	31%	39%
DISD 893	5%	32%	35%	28%



Social Studies Summary

Below State Average for Did Not Meet
Grades 8

**Above State Average for Masters
Grades 8**

DISD Improving Student State Assessments



Tier 1
Intentional
Instruction

RTI
Intentional
Intervention

SEL
Intentional
Interpersonal
Development

Upcoming Data Releases

August 13, Tuesday
2024 Accountability Ratings
Published (TEAL)

August 15, Thursday
2024 Accountability Ratings
Published to the public



DICKINSON INDEPENDENT SCHOOL DISTRICT

BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Human Capital Assessment & Retention Report

Agenda Item: Kimberly Rich

Background Information:

Human Capital Assessment & Retention Report attached

Recommendation:

Information only

Action Item: _____ Yes No

**DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA ITEM**

Meeting Date: July 22, 2024

Item Title: Teacher Vacancy Update

Agenda Item: Kimberly Rich

Background Information:

The following report provides an overview of the current vacancies within Dickinson ISD for the 2024-2025 academic year. This report includes vacancies for both professional and paraprofessional positions across various campuses and special programs. The data presented covers the status of vacancies from early June through the end of July 2024.

Recommendation:

Information only.

Action Item: _____ Yes √ No

	June 4		June 12		June 1
	Professional	Para Pro	Professional	Para Pro	Professional
Special Programs	3	campus	3	campus	2
CAP	1	1	1	2	0
DCC/DALC	1	0	1	0	1
DHS	15	4	8	2	7
DJHS	4	1	2	1	2
KJHS	0	1	0	1	0
MJHS	4	1	4	0	2
BMS	3	1	2	0	1
DMS	4	2	3	1	4
LMS	0	0	1	0	0
BCES	1	1	1	1	1
CRES	2	1	2	1	0
HRES	7	1	6	1	6
JSES	1	4	1	3	1
KELES	7	1	6	1	4
LES	2	0	2	0	0
SLES	7	1	5	1	3
Total	62	20	48	15	34

9	June 26		July 10		July 17	
Para Pro	Professional	Para Pro	Professional	Para Pro	Professional	Para Pro
campus	2	campus	3	campus		
2	0	2	0	1		
0	1	0	0	1		
2	6	2	2	4		
1	2	1	0	1		
1	0	1	1	1		
0	2	1	0	0		
0	2	0	1	0		
1	4	1	2	2		
1	1	1	1	1		
1	1	1	0	2		
0	0	0	1	0		
1	7	1	2	2		
3	1	1	0	0		
2	2	1	1	1		
0	0	0	0	1		
1	2	1	0	0		
16	33	14	14	17	0	0

DICKINSON INDEPENDENT SCHOOL DISTRICT

BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Board Safety Report

Agenda Item: Robert Cobb

Background Information:

Attached is the Board Safety Report for April 2024 through end of May 2024. The report updates information regarding our Safety Grant projects, training, and a statewide safety award for Amy Cmaidalka and the Gator Wellness Center.

Recommendation:

Information only

Action Item: _____ Yes _____ No

Safety Report Update July 2024

I would like to start my report by recognizing Amy Cmaidalka of the Gator Wellness Center. She was awarded the Statewide Positive Climate and Prevention Award by the Texas School Safety Center for her work on creating positive campus climates and prevention programs throughout Dickinson ISD. She is a vital part of our proactive approach to addressing safety in the district, and we are very appreciative for all her efforts. Thank you Amy!

The district is in the process of completing our Safety Grant 1 cycle and Silent Panic Alert Technology Grant (SPAT) projects. The impact resistant film project is completed with secondary entrances and surrounding windows now protected with safety film. All our campuses are now compliant with state guidelines. Our elementary and middle schools are getting much needed fencing to make them safer for our students. DCC/DALC and Dickinson High School will add some fencing as well. This project will finish prior to school starting for the 2024-2025 school year. The only project remaining for the district to certify state standards is to replace the exterior door numbers that had to be removed in order to install the window film, and that should also be completed prior to the start of this coming school year.

We are currently updating our Threat Assessment reporting document. Amy Cmaidalka and Debby Noffsinger have done a fantastic job of updating this district-created document to make the process more efficient for our campus administrators. Campus administrators will be trained on the new Google reporting document prior to the start of the school year. In addition, a new bullying reporting tool will also be available to administrators to help them investigate and track bullying allegations.

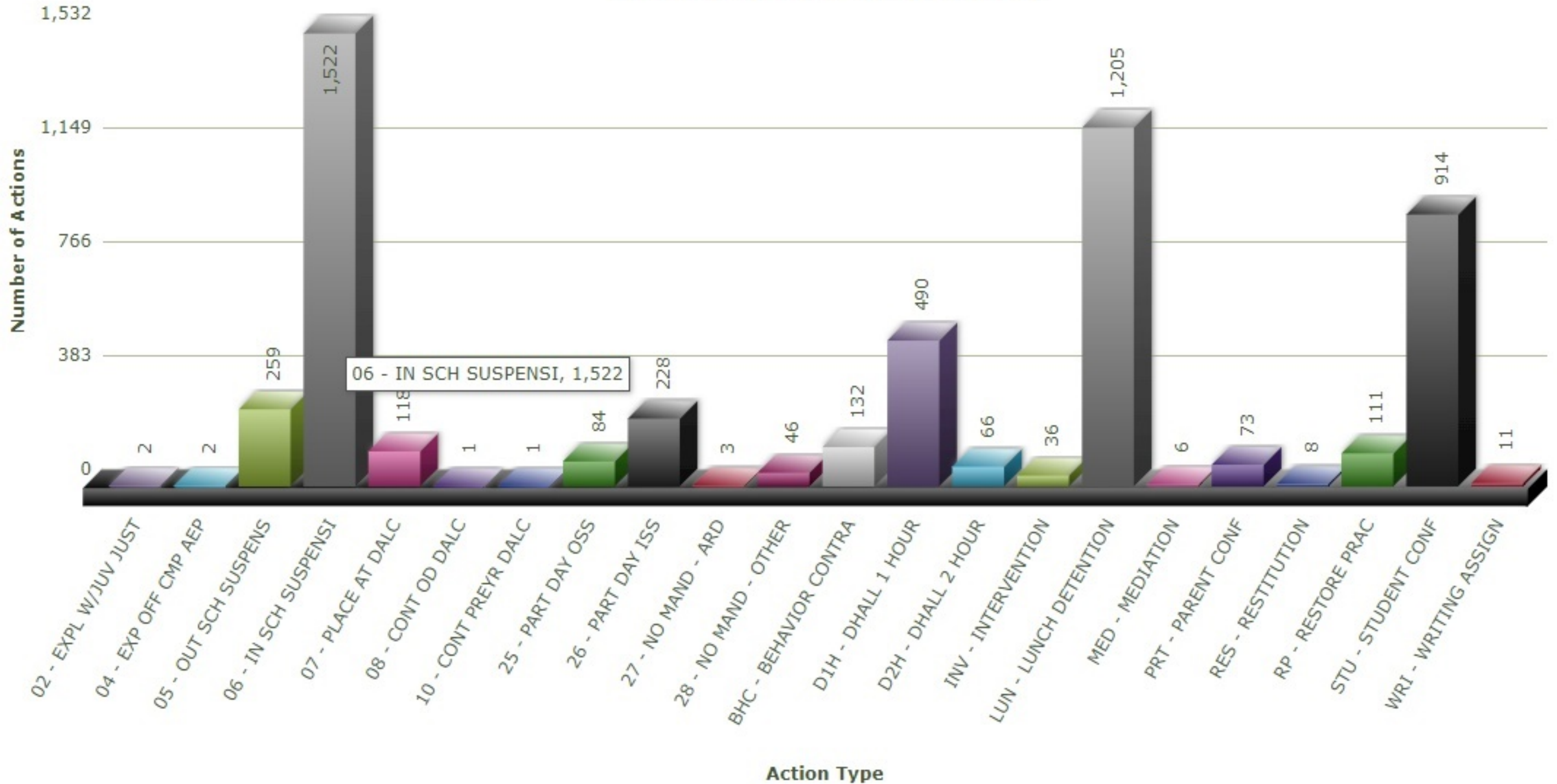
Spring Safety and Security Committee Meeting was held on May 29th to discuss the progress of our SPAT and Safety Grant 1 funds. We also discussed possible expenditures for the Safety Grant 2 funds including using it to fund Student Liaison Officers, cameras, and more access controls. The committee was also updated on the results of exterior door audits performed on our campuses. The district also attended the Galveston County Emergency Management 2024 Hurricane Season Partners Meeting to meet new county and local jurisdictional officials prior to the start of hurricane season.

The district will have to submit our Basic Emergency Operations Plan (EOP) and Cybersecurity annex in September 2024 as part of the Multi-hazard EOP review cycle for 2024-2025. The district team is currently updating both of those documents to be submitted by the due date. This information was shared with the Safety and Security Committee at the May meeting.

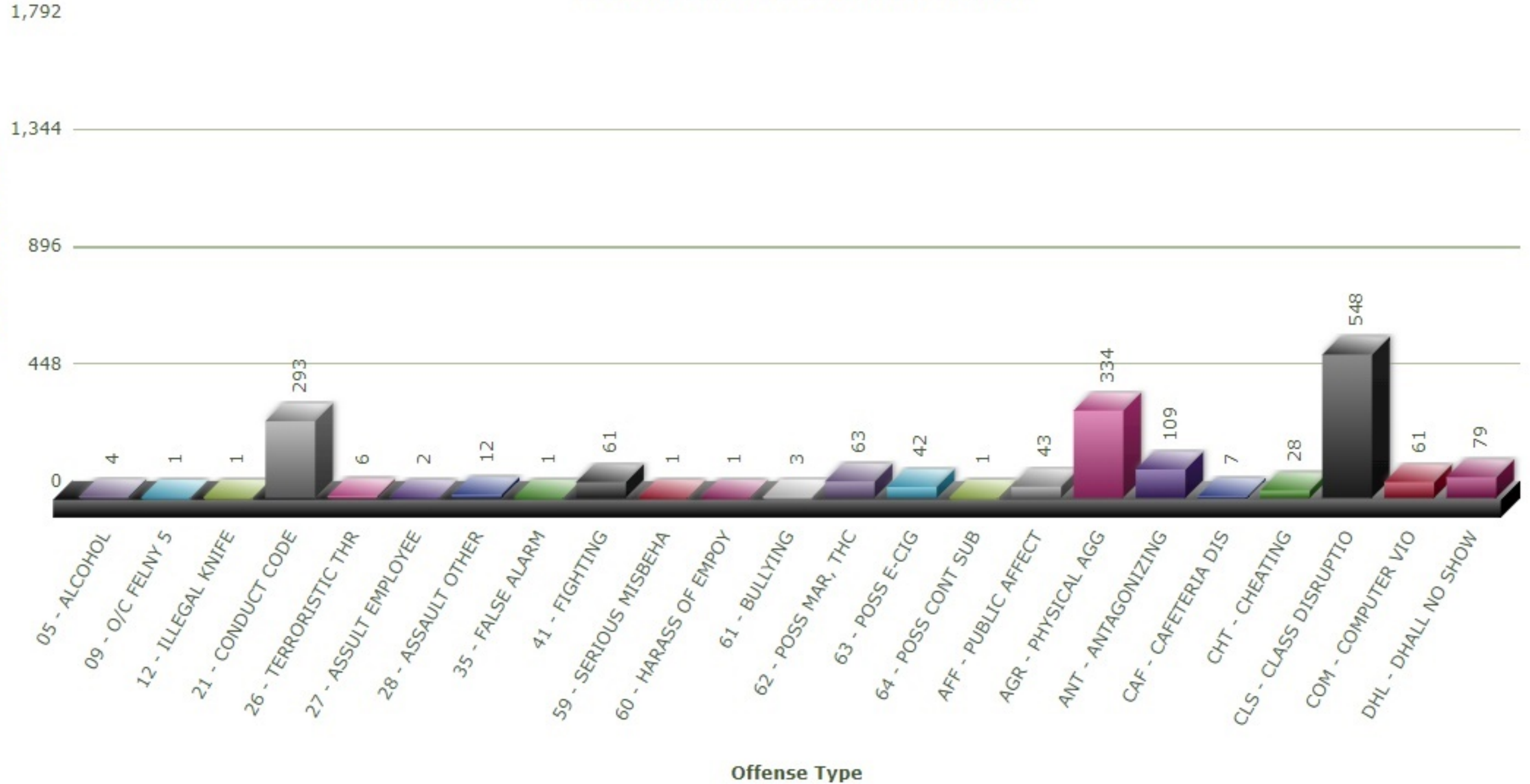
Safety trainings this summer include a training with John Scott, TEA, addressing safety initiatives for the 24-25 school year and the resources available for school districts. Staying Safe: Student Safety Training will give us some ideas and possible new approaches for student

safety training. The FBI presented on the Online Exploitation of Children and Sextortion which occurs every day and sometime leads to teen suicides. This is an alarming “silent” epidemic. As for the past few years, vaping is still a major issue in schools, and the Texas School Safety Center presented a session on educating students, providing support, and reducing discipline related to vaping. This continues to be a disciplinary and health safety issue for our students.

Discipline Actions Breakdown by Action Type (Entity 000)



Discipline Offenses Breakdown by Offense Type (Entity 000)



DICKINSON INDEPENDENT SCHOOL DISTRICT

BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: UIL Course Exemptions

Agenda Item: Dr. Jeff Pack

Background Information:

Advanced courses are exempt from TEC §33.081 (“No Pass No Play”). For 2024-2025, the exempt courses include:

- **Advanced Placement** – all AP courses in English, Mathematics, Science, Social Studies, Economics, Fine Arts, and Languages other than English
- **Dual Credit** – all Dual Credit courses in English, Mathematics, Science, Social Studies, Economics, and Languages other than English
- **Dual Enrollment (UT)** – All OnRamps courses including OnRamps Algebra II, OnRamps Pre-Calculus, OnRamps Earth, Wind & Fire
- **English** – Honors English I, Honors English II, STEAM/Honors 7th grade English Language Arts, STEAM/Honors 8th grade English Language Arts
- **Mathematics** – Honors Algebra I, Honors Geometry, Honors Algebra II, Honors Pre-Calculus, Pre-Calculus, STEAM/Honors 7th grade Math (Pre-Algebra), STEAM/Honors 8th grade Math, STEAM/Honors Algebra I (8th grade)
- **Science** – Honors Biology, Honors Chemistry, Honors Physics, Honors Anatomy and Physiology, STEAM/Honors 7th grade Science, STEAM/Honors 8th grade Science, STEAM/Honors Integrated Physics and Chemistry (IPC)
- **Social Studies** – Honors World Geography, Honors World History, STEAM/Honors 7th grade Social Studies, STEAM/Honors 8th grade Social Studies
- **Foreign Language** – Honors French, Honors French Literature, Honors Spanish

Recommendation:

The Superintendent and Deputy Superintendent for Educational Services recommend the board approve the UIL Course Exemptions.

Action Item: Yes No

Motion made by _____ seconded by _____ vote _____

DICKINSON INDEPENDENT SCHOOL DISTRICT

BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Personnel Compensation Plan Manual for 2024-2025

Agenda Item: Kimberly Rich

Background Information:

Attached is the Personnel Compensation Plan Manual for 2024-2025.

Recommendation:

The Superintendent, the Assistant Superintendent for Administration and the Executive Director of Human resources recommend approval of the Personnel Compensation Plan Manual for 2024-2025.

Action Item: Yes No

Motion made by _____ **seconded by** _____ **vote** _____

COMPENSATION MANUAL



Table of Contents

DISD MISSION STATEMENT	4
FOREWORD	4
CERTIFICATION	4
DICKINSON ISD STATEMENT OF NONDISCRIMINATION	4
POLICY	5
SCHOOL BOARD OF TRUSTEES AND ADMINISTRATOR ROLE IN DISTRICT SALARY ADMINISTRATION	6
THE SCHOOL BOARD OF TRUSTEES' ROLE	6
THE SUPERINTENDENT'S ROLE	6
COMPENSATION PLAN	6
DEFINITION OF A PAY SYSTEM	6
BASIC OBJECTIVES OF A PAY SYSTEM	7
PAY EQUITY	7
<i>Definition</i>	7
<i>Internal Equity</i>	7
<i>External Equity</i>	8
COMPENSABLE FACTORS	8
<i>Definition</i>	8
<i>Skill</i>	8
<i>Effort</i>	8
<i>Responsibility</i>	8
STAFFING GUIDELINES	9
PURPOSE	9
NEW HIRE PLACEMENT GUIDES	9
ADDITIONAL NOTES	10
HIRING PROCEDURES	18
"NEW" POSITIONS	18
"NEW" AND "REPLACEMENT" POSITIONS	18
ADDITIONAL PAY FOR DEGREES/CERTIFICATIONS	18
ADMINISTRATIVE / PROFESSIONAL PAY GRADES	19
PROFESSIONAL JOB CLASSIFICATION / HIRING SCHEDULE	25
PARAPROFESSIONAL / CLERICAL / TECHNICAL PAY RANGES	28
SUPPORT SERVICES PAY RANGES	34
FACILITY SERVICES PAY RANGES	35
COMPENSATION ADJUSTMENTS	35

TRANSPORTATION PAY RANGES	55
FOOD & NUTRITION SERVICES PAY RANGES	59
STIPENDS AND SUPPLEMENTAL PAY FOR SUPPLEMENTAL DUTIES	62
ATHLETIC STIPENDS	66
EXTRA-CURRICULAR PAY SCALE	71
EXTRA DUTY PAY	72
AGREEMENT FORM REQUIRED	72
RESPONSIBILITY FOR NOTIFICATION	72
SPECIAL CIRCUMSTANCES	72
PROFESSIONAL STAFF	73
SPECIAL DUTY SALARY SCHEDULE	75
SUBSTITUTES	75

DISD Mission Statement

The mission of the Dickinson Independent School District is to equip and empower all learners with skills and experiences to achieve academic excellence and make meaningful contributions to our world.

Foreword

This compensation plan was initially adopted in August 1996 to establish a direction and procedure to equitably compensate Dickinson ISD employees. This plan is to be the sourcebook and guidance document for compensation policies and procedures for Dickinson ISD. With the knowledge that this type of system is generally in continual development, it is to be reviewed and updated each budget year.

Certification

This Personnel Compensation Manual is the official pay policy of Dickinson Independent School District and is to be utilized for all personnel compensation questions/decisions/actions. The official copy shall be maintained and updated in the office of the Executive Director for Human Resources.

Dickinson ISD Statement of Nondiscrimination

It is the policy of the DISD not to discriminate on the basis of race, color, national origin, sex or handicap for services or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

Es política del Distrito Escolar Independiente de Dickinson no discriminar en base de raza, color, nacionalidad de origen, sexo o discapacidad, por servicios o actividades como es requerido en el Título VI del Acto de los Derechos Civiles de 1964, según enmendado; el Título IX de la Enmiendas de Educación de 1972, según enmendado; y la Sección 504 del Acto de Rehabilitación de 1973, según enmendada.

It is the policy of the DISD not to discriminate on the basis of race, color, national origin, sex, handicap, or age in its employment practices as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975, as amended; and Section 504 of the Rehabilitation Act of 1973, as amended.

Es política del Distrito Escolar Independiente de Dickinson no discriminar en base de raza, color, nacionalidad de origen, sexo, discapacidad, o edad en las prácticas de empleo como es requerido por el Título VI del Acto de los Derechos Civiles de 1964, según enmendado; el Título IX de la Enmiendas

de Educación de 1972; el Acto de la Discriminación de Edades de 1975, según enmendado; y la Sección 504 del Acto de Rehabilitación de 1973, según enmendada.

For information about your rights or grievance procedures, contact the Title IX Coordinator, Robert Cobb, at 2218 East FM 517, Dickinson, TX 77539, (281) 229-6000, and/or the Section 504 Coordinator, Laurie Rodriguez, at 2218 East FM 517, Dickinson, TX 77539, (281) 229-6000.

Para información sobre sus derechos o procedimientos de quejas, contacte el Coordinador del Título IX, Robert Cobb, en 2218 East FM 517 Dickinson, TX 77539, (281) 229-6000, y/o el Coordinador de la Sección 504, Laurie Rodríguez, en 2218 East FM 517 Dickinson, TX 77539, (281) 229-6000.

Policy

All policies and procedures from the Dickinson ISD Board Policy Manual may be referenced by clicking the links below:

Employment Objectives - Equal Employment Opportunity [DAA \(LEGAL\)](#)

Compensation and Benefits - Compensation Plan [DEA \(LOCAL\) / DEA \(LEGAL\)](#)

Compensation and Benefits – Vacations and Holidays [DED \(LOCAL\)](#)

Compensation Plan – Wage and Hour Laws [DEAB \(LOCAL\) / DEAB \(LEGAL\)](#)

School Board of Trustees and Administrator Role in District Salary Administration

The School Board of Trustees' Role

- Set goals and the pay philosophy for the district.
- Establish policies to govern the pay system.
- Approve adjusted compensation plans.
- Approve the amount of the general employee pay increases annually and adopt the budget.
- Balance employee needs against fiscal control needs of the District and the community.
- Plan compensation package for the Superintendent.

The Superintendent's Role

- Present pay plans and policies to meet the goals and philosophy of the School Board of Trustees.
- Research economic factors and develop recommendations for the annual pay increase and the payroll budget.
- Administer individual pay actions according to District policy and procedures.
- Communicate the District pay plan and policies to employees and respond to requests for information.
- Monitor and adjust the district salary structures regularly.

Compensation Plan

Definition of a Pay System

A pay system consists of all the policies, procedures and management tools that are used to define the basis for organizational pay actions.

A pay system should include:

- Job titles and job descriptions
- Defined pay ranges for each job
- Policies and administrative procedures
- Plan for communicating with employees
- Process for maintaining the system

Basic Objectives of a Pay System

Pay systems should be designed strategically to control and facilitate the following basic objectives:

- | | |
|------------|-------------------------------------------------------------------------------------------------------------------------------|
| Objective: | Pay for Job Responsibility |
| Strategy: | Set and maintain the proper pay differential between jobs that require different levels of skill, effort, and responsibility. |
| Objective: | Pay Competitively |
| Strategy: | Keep trained employees paid within a proper range of the competitive job market. |
| Objective: | Provide Continued Pay Advancement |
| Strategy: | Prevent employees from topping out of pay scales too soon OR becoming overpaid for the worth of the job. |
| Objective: | Recruit Good Applicants |
| Strategy: | Keep starting salaries attractive by allowing inflationary adjustments to be made easily and within budget. |
| Objective: | Keep Payroll Costs Affordable |
| Strategy: | Keep payroll cost increases flexible to allow annual planning in response to revenue and market changes. |
| Objective: | Keep Good Employees |
| Strategy: | Pay trained employees' fair salaries for the worth of their job in an appropriate period of time. |

Pay Equity

Definition

Fair pay for the worth of the work performance to the organization.

Internal Equity

The worth of a job to the organization based on job content (skills, responsibility, effort required). To have internal equity, the system must identify the relative worth of all jobs according to a common set of compensable (job worth) factors.

External Equity

The worth of a job to the organization based on the outside job market (competitive pay). To have external equity, the system must identify the relative worth of jobs in the competitive marketplace.

Compensable Factors

Definition

Any factor (job characteristic) used to provide a basis for judging job value in a job evaluation process. The most commonly employed compensable factors include skill, effort, responsibility, and working conditions, where applicable.

Skill

- Knowledge and abilities required to successfully perform the job.
- Education or specialized knowledge — acquired through formal training or lower-level training.
- Experience — work experience beyond education or specialized training needed to perform the job.

Effort

- Difficulty of the work performed in terms of physical or mental energy.
- Working conditions — adverse conditions (physical hazards, stress or excessive time) associated with performing normal job duties.
- Complexity — difficulty of task and mental focus needed to complete tasks.
- Judgment — frequency and importance of independent decisions necessary to perform the job.

Responsibility

- Effects of proper or improper action on the products or services of the entire organization.
- Scope of authority — the degree to which influence is exercised over school operations and the scope of impact the job has on the district.
- Supervision of others — accountability and obligation for work performed by other employees.

Staffing Guidelines

Purpose

The purpose of this compensation plan booklet is for the administration of salaries and wages for classroom teachers, administrative educational programs and business operations, administrative support, instructional support, and auxiliary employees of the Dickinson Independent School District. Practices described are intended to implement local Board policy and Board approved compensation plans and to comply with state and federal regulations.

New Hire Placement Guides

The employment, assignment, and salary placement are in accordance with the job requirements as specified by the job description. For all employees, the District will only consider actual years of experience, not purchased years of experience for TRS purposes. The District does not pay for teaching experience unless verified with an official Teacher Service Record [TSR]. Out of state or private school experience must be verified on a TSR. Work experience at a college or university must also be verified by a service record and by the College Verification Form.

Where job requirements include transcripts, certificates, or licenses, these must be official and on file with Human Resource Services. Official transcripts become property of the Dickinson Independent School District as long as he/she remains a District employee. All college degrees obtained, or semester hours earned to obtain employment or to receive graduate or undergraduate pay are accepted only if they are from institutions accredited by nationally recognized accrediting agencies. Audits for official documents are performed annually.

The Dickinson ISD Human Resources Department will determine hiring rates based upon job-related qualifications, salary history, and salaries of other employees in the same position. Hiring rates shall normally not be set at a rate above the salary of other employees with equal or more experience in the same position/pay grade. The Executive Director of Human Resources sets hiring rates. Salaries are determined on an individual basis based on each person's credited years of experience, current shortage needs of the District, and credentials related to instructional leadership or method.

Breaks in continuous service for any reason means the new hire placement guidelines are used. Movement from one pay group to another (i.e., teacher to administrative professional or instructional support to administrative support) will result in the use of new hire salary placement guidelines. Rate of pay will not exceed the maximum or be below the minimum of the pay grade without Superintendent approval.

Additional Notes

The Superintendent is authorized to modify staffing guidelines as required to meet budget constraints. Staffing Levels are to be monitored by budget managers. Any increase over approved levels will require prior approval of the Superintendent. Any increase over approved levels that will require additional budget allocation shall have prior School Board approval. Maintenance and Transportation staffing shall be determined by the Superintendent annually during budget planning and as conditions warrant during the budget year.

Elementary (PK-3) & Middle 4-5 School Instruction		
Teachers		
Classroom Teacher	Each increment of 23-25 students	1 Full-Time person per classroom
Special Education/ Special Programs Teacher	To be determined by Special Programs Department approved by the Superintendent	
Special Assignment Teachers	Varies by program/campus design	As required to provide instruction and in appropriate group sizes as approved by the Superintendent
Campus Compliance Facilitator	Each campus	1 Full-Time person (or as approved by Superintendent)
Dyslexia Specialist	Each campus	1 Full-Time person (additional staff based on student need and approved by the Superintendent)
Bilingual/ESL Specialist	Varies by program/campus design	1 Full-Time person (additional staff based on student need and approved by the Superintendent)
Paraprofessionals (Instructional Paraprofessionals)		
Special Education/Special Programs Paraprofessional	To be determined by the Special Programs Department and approved by the Superintendent	Additional staff based on student need as determined by Special Programs Department and approved by the Superintendent
Instructional Intervention Paraprofessional	Each campus	1 Full-Time person
Bilingual Instructional Intervention Paraprofessional	K-3; 4-5 based on campus need	1 Full-Time person
Computer Lab Monitor	Each campus	1 Full-Time person
Multi-Purpose Paraprofessional	Each campus	1 Full-Time person
PE Paraprofessional	Each campus	1 Full-Time person

Pre-K (Regular/Bilingual)	For each class over 11 students	1 Full-Time person
SEL Para	Each campus	1 Full-Time person
Library/Media Services		
Librarian	Each campus	1 Full-Time person
Library Paraprofessional	Varies by campus design	Additional staff based on campus need
Counseling Services		
Counselor	250 to 750 students	1 Full-Time person
	700 to 1000 students	additional 1/2-Time person (as Counselor or Social Worker)
	900 to 1250 students	additional 1/2-Time person
Health Services		
Registered Nurse	Each campus	1 Full-Time person
Administration		
Principal	Each campus	1 Full-Time person
Assistant Principal	Up to 800 students	1 Full-Time person
Secretarial/Clerical		
Secretary	Each campus	1 Full-Time person
Receptionist/Clerical	500 to 800 students	1 Full-Time person
	For each additional increment of 250 students	additional 1/2-Time person
Attendance/Data Entry Clerk	Each campus	1 Full-Time person
Campus Compliance Date Clerk	Each campus	1 Full-Time person

Junior High Instruction (6-8)		
Teachers		
Classroom Teacher	25-32 students per classroom - not to exceed 150 total students without Superintendent approval	1 Full-Time person per classroom
Special Education/ Special Programs Teacher	To be determined by Special Programs Department and approved by the Superintendent	
Special Assignment Teachers	Varies by program/campus design	As required to provide instruction and in appropriate group sizes as approved by the Superintendent
Campus Compliance Facilitator	Each campus	1 Full-Time person (or as approved by Superintendent)
Dyslexia Specialist	Each campus	1 Full-Time person (additional staff based on student need and approved by the Superintendent)
Paraprofessionals (Instructional Paraprofessionals)		
Special Education/ Special Programs Paraprofessional	To be determined by the Special the Superintendent	Additional staffing as recommended by the Executive Director of Special Programs and approved by the Superintendent
Instructional Intervention Paraprofessional	Up to 600 students	1 Full-Time person
	For every increment of 400 students	1 additional person
ESL Instructional Intervention Paraprofessional	Each campus of 1000+ students	1 Full-Time person
Computer Lab Monitor	Each campus	1 Full-Time person
ISS Paraprofessional	Each campus	1 Full-Time person
PE Paraprofessional	Each campus	1 Full-Time person

Library/Media Services		
Librarian	Up to 1200 students	1 Full-Time person
	1200 to 2000+	1 Full-Time Person
Library Paraprofessional	250 to 1200	1 Full-Time person
	1201 to 2000+	1 Full-Time person
Counseling Services		
Counselor	Up to 600 students	1 Full-Time person
	For every increment of 400 students	1 additional person
Health Services		
Registered Nurse	Each campus	1 Full-Time person
Administration		
Principal	Each campus	1 Full-Time person
Assistant Principal	Up to 650 students	1 Full-Time person
	651 to 1100 students	1 additional person
	1101 to 1300 students	1 additional person
	1300+ students	1 additional person
Secretarial/Clerical		
Secretary	Each campus	1 Full-Time person
Receptionist/Clerical	Each campus	1 Full-Time person
	If more than 600 students	1 additional person
Attendance/Data Entry Clerk	Each campus	1 Full-Time person
Assistant Principal Secretary	Each campus	2 Full-Time person
Registrar/Counselor Secretary	Each campus	1 Full-Time person

High School Instruction (9-12)		
Teachers		
Classroom Teacher	25-35 students per classroom - not to exceed 150 total students without Superintendent approval	1 Full-Time person per classroom
Special Education/ Special Programs Teacher	To be determined by the Special Programs Department approved by the Superintendent	
Special Assignment Teachers	Varies by program/campus design	As required to provide instruction and in appropriate group sizes as approved by Superintendent
Campus Compliance Facilitator	Each campus	4 Full-Time personnel
Dyslexia Specialist	Each campus	1 Full-Time person (based on student needs)
ESL Teacher	Varies by program/campus design	1 Full-Time person (based on student needs)
Paraprofessionals (Instructional Paraprofessionals)		
Special Education/ Special Programs Paraprofessional	To be determined by the Special Programs Department approved by the Superintendent	Additional staffing as recommended by the Executive Director of Special Programs and approved by the Superintendent
Instructional Intervention Paraprofessional	Up to 1000 students	1 Full-Time person
	For every increment of 500 students	1 additional person
ESL Instructional Intervention Paraprofessional	Each campus of 1500+ students	1 Full-Time person
Computer Lab Monitor	Varies by program/campus design	1 Full-Time person
Library/Media Services		
Librarian	Each campus	1 Full-Time person
Library Paraprofessional	250 to 1200	1 Full-Time person
	1201 to 2000+	1 Full-Time person
Counseling Services		
Counselor	Up to 449 students	1 Full-Time person
	450 to 899 students	1 additional person
	900 to 1349 students	1 additional person
	1350 to 1799 students	1 additional person
	1800 to 2249 students	1 additional person
	2250 to 2699 students	1 additional person
	2700 to 3149 students	1 additional person

College Career Counselor	HS campus	1 Full-Time person
Special Education	Up to 450 students	1 Full-Time person
Health Services		
Registered Nurse	HS campus	1 Full-Time person
	1600+ students	1 additional person
Clinic Paraprofessional (LVN or PCT)	HS campus	1 Full-Time person
Administration		
Principal	Each campus	1 Full-Time person
Dean of Instruction	HS campus	1 Full-Time person
Associate Principal	Ninth Grade Center	1 Full-Time person
Assistant Principal	Up to 499 students	1 Full-Time person
	500 to 999 students	1 additional person
	1000 to 1499 students	1 additional person
	1500 to 1999 students	1 additional person
	2000 to 2499 students	1 additional person
	2500 to 2999 students	1 additional person
	3000 to 3499 students	1 additional person
	3500+ students	1 additional person
Secretarial/Clerical		
Secretary	Each administrator	1 Full-Time person
Registrar	HS campus	1 Full-Time person
Registrar Clerk	Ninth Grade Center	1 Full-Time person
Attendance Clerk	Each campus	3 Full-Time persons
Receptionist/Clerical	HS campus	1 Full-Time person
	Ninth Grade Center	1 Full-Time person
Accounting Clerk/ Bookkeeper	HS campus	2 Full-Time persons
Publication Clerk	Each campus	1 Full-Time person
Counseling/Data Clerk	HS campus	1 Full-Time person
Sub Scheduling Clerk	Each campus	1 Full-Time person
CC Data Clerk	Each campus	2 Full-Time persons

Dickinson Continuation Center / DALC		
Teachers		
Classroom Teacher	Based on ADA up to 40 students	2 Full-Time people per classroom
	41 to 65 students	1 additional person
	66 to 80 students	1 additional person
	81 to 95 students	1 additional person
	For every increment of 15 students	1 additional person
Counseling Services		
Counselor/Social Worker	DCC/DALC campus	1 Full-Time person
Administration		
Principal/Alt. School Director	DCC/DALC campus	1 Full-Time person
Assistant Principal/Site Coordinator	DCC/DALC/Esmond	1 Full-Time person
Secretarial/Clerical		
Secretary	DCC campus	1 Full-Time person
Secretary	DALC campus	1 Full-Time person
Receptionist/Clerical	DCC campus	1 Full-Time person

Gator Academy		
Administration		
Director of Employee Child Care Facility	Gator Academy	1 Full-Time person
Instructional Services		
Infants	6 weeks - 12 months	2 Full-Time positions
First Steps	12 - 18 months	2 Full-Time positions
Toddlers	18 -24 months	2 Full-Time positions
Early Pre-School	2-3 years of age	2 Full-Time positions
Pre-School	3-4 years of age	1 Full-Time position
		1 Part-Time position (6 hr)
Pre-K	4-5 years of age	1 Full-Time position
		1 Part-Time position (6 hr)
Floater	Varies by need	1 Full-Time position
Kitchen Manager		1 Full-Time position
<i>Additional staff as required by the Department of Family and Protective Services</i>		

District-Wide Services		
Curriculum/Technology Specialists	As approved by the Superintendent	As assigned
Lead Nurse	The district's Lead Nurse must be a RN with 5 years of school nursing experience who is properly trained to supervise other school health personnel.	As assigned
SP/OT/PT/SLP/SLPA/ Diagnostician	As approved by the Superintendent	As assigned
Food & Nutrition Services		
FNS Manager	Each campus	1 Full-Time person
FNS Worker	As determined by the Director of FNS	As assigned
<i>Full-time workers may work less than eight (8) hours.</i>		
Maintenance/Facilities/Custodial		
Custodian	For each 24,000 sq. ft. or as determined by the supervisor and approved by the Superintendent	1 Full-Time person

Hiring Procedures

"New" Positions

Any personnel decision which affects the budget expenditures (other than discretionary substitutes) will require approval of the Superintendent. Budget managers will have indirect responsibility for personnel expenditure decisions through the recommendation process.

Requests for additional personnel expenditures, new positions, stipends, or additional days to be worked must be in writing to the Superintendent. If approved, the Superintendent will indicate approval by signing the request and forwarding copies to the requesting budget manager, Business Department, and the Human Resources Department.

"New" and "Replacement" Positions

- Copy of the approval to the Executive Director for Human Resources (for all "new" positions).
- Complete Request for Posting, if necessary. (Requires posting unless prior approval by the Superintendent is obtained.)
- Postings for positions that require a certificate or license shall be placed, no later than the tenth day before a position is filled, on the District website (DC Legal).
- Follow interview procedures.
- Hiring Manager will complete and submit employee recommendation form online.
- Human Resources will complete a Personnel Action form and submit to the Business Department
- Human Resources will forward salary notification to the employee.

Additional Pay for Degrees/Certifications

Pay for additional degrees (e.g. Master's and Doctorate), professional certifications (e.g. LSSP) and Auxiliary certifications (e.g. Texas CDL, TDA Applicator's License, ASE, and lead differentials) will be credited once HR is notified. The deadline to notify HR is August 15th / January 15th. Certifications must be maintained and current in order to continue receiving the certification pay.

Administrative / Professional Pay Grades

AP1	Minimum	Midpoint	Maximum
Calendars	\$245.50	\$306.88	\$368.26
180	\$44,190	\$55,238	\$66,287
198	\$48,609	\$60,762	\$72,915
216	\$53,028	\$66,286	\$79,544
Position			Assigned Calendar
Accounting Specialist			216
Benefits Specialist			216
Communications Specialist			216
Coordinator of DISD Ed Foundation			216
Director of Employee Child Care Center (Gator Academy)			198
FNS Manager (Elementary, Middle School and Junior High)			180
Payroll Systems Specialist			216
Technology Office Manager			216
Transportation Office Manager			216
Transportation Route Coordinator			216
Transportation Route Coordinator, Special Needs			216

AP2	Minimum	Midpoint	Maximum
Calendars	\$277.51	\$346.89	\$416.26
180	\$49,952	\$62,440	\$74,927
216	\$59,942	\$74,928	\$89,912
225	\$62,440	\$78,050	\$93,659
Position			Assigned Calendar
Assistant Director of Energy Management			216
Facilities/Stadium Manager			225
FNS Manager (High School)			180
FNS Training Manager			180
Help Desk Specialist			216
Payroll Coordinator			216
PC Support Technician			216
Transportation Supervisor			216

AP3	Minimum	Midpoint	Maximum
Calendars	\$303.63	\$379.54	\$455.45
184	\$55,868	\$69,835	\$83,803
187	\$56,778	\$70,974	\$85,169
198	\$60,119	\$75,149	\$90,179
200	\$60,726	\$75,908	\$91,090
210	\$63,762	\$79,703	\$95,645
216	\$65,584	\$81,681	\$98,377
Position			Assigned Calendar
Accountant (Business Services / FNS)			216
Attendance Manager (DHS)			184
College & Career Readiness Specialist			198
Coordinator of Benefits / Risk Management			216
DHS Registrar (Degreed)			216
DHS Testing Coordinator and Instructional Materials Manager			210
Lead Nurse			216
FNS Compliance & Personnel Supervisor			216
Purchasing Accountant			216
Speech Language Pathologist (SLP) Assistant			187
Therapist Assistant (COTA/LPTA)			200 (Max)
Therapist Trainee (OT/PT)			200 (Max)

AP4	Minimum	Midpoint	Maximum
Calendars	\$333.02	\$416.28	\$499.53
193	\$64,273	\$80,342	\$96,409
200	\$66,604	\$83,256	\$99,906
202	\$67,270	\$84,089	\$100,905
210	\$69,934	\$87,419	\$104,901
216	\$71,932	\$89,916	\$107,898
Position		Assigned Calendar	
Assistant Principal, Elementary (Grades PK-3) and Middle School (Grades 4-5)		202	
Counselor, Elementary (Grades PK-3) and Middle (Grades 4-5) Schools		193	
Diagnostician Trainee		200	
Licensed Professional Counselor (LPC)		190	
LSSP (Intern)		200	
Network Specialist		216	
Program Support Specialist (BIL/EL)		216	
Senior Accountant		216	
Social Worker/ District Special Education Counselor		200	
Specialist (Curriculum & Instruction - ELAR, Math, Sci, SS, STEAM, EL PK-5)		216	
Speech Language Pathologist (SLP)		190	
Technology Integration Specialist		216	
Therapist, Certified Occupational (OT)/ Physical (PT)		200 (max)	
Voice Systems Specialist		216	

AP5	Minimum	Midpoint	Maximum
Calendars	\$378.73	\$473.41	\$568.09
196	\$74,231	\$92,788	\$111,346
200	\$75,746	\$94,682	\$113,618
202	\$76,503	\$95,629	\$114,754
205	\$77,640	\$97,050	\$116,458
216	\$81,806	\$102,257	\$122,707
Position		Assigned Calendar	
Assessment Specialist, Special Programs		202	
Assistant Principal, Dickinson Continuation Center (DCC)		210	
Coordinator of Purchasing		216	
Counselor (DHS/DCC and DALC)		205	
Counselor, Junior High (Grades 6-8)		196	
Technology Integration Coordinator		216	
Assistant Coordinator of Data Quality & SIS		216	
Diagnostician		200	
Director of Communications		216	
Director of DISD Education Foundation		216	
Director of Energy Management		216	
Director of Marketing and Social Media		216	
FNS Assistant Director		216	
FNS Supervisor of Personnel & Purchasing		216	
FNS Site Supervisor		216	
LSSP		200	
Speech Language Pathologist (SLP), Lead		200	
Systems Coordinator		216	

AP6	Minimum	Midpoint	Maximum
Calendars	\$424.44	\$530.56	\$636.67
210	\$89,132	\$111,418	\$133,701
216	\$91,679	\$114,601	\$137,520
Position			Assigned Calendar
Assistant Principal, Junior High (Grades 6-8) and High School (Grades 9-12)			210
Coordinator of Athletics			210
Coordinator of Compliance, Special Programs			216
Coordinator of Data Quality and SIS			216
Coordinator of Evaluation and Related Services, Special Programs			216
Coordinator of Federal & State Programs			216
Coordinator of Mental Health & Counseling			210
District Security & Access Control Manager			216
Network Manager			216
Principal of CAP			210
Technology Services Manager			216

AP7	Minimum	Midpoint	Maximum
Calendars	\$460.37	\$575.46	\$690.55
216	\$99,440	\$124,299	\$149,159
225	\$103,583	\$129,479	\$155,374
Position			Assigned Calendar
DHS Associate Principal			216
DHS Dean of Instruction			216
Director of Accountability			216
Director of Advanced Academic Programs			216
Director of Alternative Education/Principal			216
Director of Career Technical Education			216
Director of Curriculum & Professional Learning			216
Director of Custodial Services			225
Director of Fine Arts			216
Director of Food and Nutrition Services			216
Director of Human Resources			216
Director of Maintenance			225
Director of Purchasing			216
Director of Transportation			216
Principal, Elementary (Grades PK-3) and Middle School (Grades 4-5)			216

AP8	Minimum	Midpoint	Maximum
Calendars	\$510.98	\$638.72	\$766.46
216	\$110,372	\$137,964	\$165,555
Position			Assigned Calendar
Director of Athletics / Head Football Coach			216
Executive Director of Business Operations			216
Executive Director of Human Resources			216
Executive Director of Payroll			216
Executive Director of Special Programs			216
Executive Director of Technology			216
Principal, Junior High School (Grades 6-8)			216

AP9	Minimum	Midpoint	Maximum
Calendars	\$538.73	\$673.41	\$808.09
216	\$116,366	\$145,457	\$174,547
Position			Assigned Calendar
Assistant Superintendent of Administration			216
Executive Director of Facility Planning and Construction			TBD

AP10	Minimum	Midpoint	Maximum
Calendars	\$587.70	\$734.62	\$881.55
216	\$126,943	\$158,678	\$190,414
221	\$129,882	\$162,351	\$194,823
Position			Assigned Calendar
Deputy Superintendent for Business and Operations			216
Deputy Superintendent for Educational Services			216
Principal, High School (Grades 9-12)			221

Professional Job Classification / Hiring Schedule

COUNSELOR SALARY SCHEDULE		
Coordinator of Mental Health & Counseling	AP6	210
DHS/ DCC/ DALC Counselor, Junior High (Grades 6-8)	AP5	205
Counselor, Elementary (Grades PK-3) and Middle (Grade 4-5) Schools	AP4	193

PROFESSIONAL SUPPORT STAFF HIRING SCHEDULE		
Position	Paygrade	Assigned Calendar
Assessment Specialist	AP5	202
Campus Compliance Facilitator	Teacher	192
Diagnostician	AP5	200
Diagnostician Trainee	AP4	200
Licensed Professional Counselor (LPC)	AP4	190
School Psychologist	AP5	200
School Psychologist Intern	AP4	200
OT / PT Therapist Trainee	AP3	(Maximum) 200
Social Worker / District Special Education Counselor	AP4	200
Speech Language Pathologist (SLP), Lead	AP5	200
Speech Language Pathologist (SLP) Assistant	AP4	187
Speech Language Pathologist (SLP)	AP4	190
Therapist, Certified Occupational / Physical (as needed)	AP4	200
Therapist Assistant (COTA / LPTA)	AP3	(Maximum) 200

SCHOOL HEALTH PERSONNEL

Qualifications / Position	Starting Rate	Assigned Calendar
Lead Nurse	AP3	216
Licensed Vocational Nurse (LVN)	Teacher Salary Schedule (70%)	187
Registered Nurse	Teacher Salary Schedule	187

LIBRARIAN HIRING SCHEDULE

Position	Starting Rate	Assigned Calendar
Librarian, Elementary (Grades PK-12)	Teacher Salary Schedule	187
Library Paraprofessional	Paraprofessional Salary Schedule	184

TEACHER SALARY SCHEDULE

Step/Local Experience	DISD Compensation Rate	DISD Daily Rate
0	\$61,000.00	\$326.20
1	\$61,360.00	\$328.13
2	\$61,589.00	\$329.35
3	\$61,853.00	\$330.76
4	\$61,976.00	\$331.42
5	\$62,098.00	\$332.07
6	\$62,826.00	\$335.97
7	\$62,982.00	\$336.80
8	\$63,138.00	\$337.64
9	\$63,918.00	\$341.81
10	\$64,909.00	\$347.11
11	\$65,025.00	\$347.73
12	\$65,141.00	\$348.35
13	\$65,368.00	\$349.56
14	\$65,595.00	\$350.78
15	\$65,879.00	\$352.29
16	\$66,164.00	\$353.82
17	\$66,560.00	\$355.94
18	\$66,971.00	\$358.13
19	\$67,372.00	\$360.28
20	\$67,963.00	\$363.44
21	\$68,586.00	\$366.77
22	\$69,203.00	\$370.07
23	\$69,815.00	\$373.34
24	\$70,432.00	\$376.64
25	\$71,170.00	\$380.59
26	\$71,898.00	\$384.48
27	\$72,621.00	\$388.35
28	\$73,354.00	\$392.27
29	\$74,082.00	\$396.16
30	\$74,694.00	\$399.43
31	\$75,311.00	\$402.73
32	\$75,918.00	\$405.98
33	\$76,540.00	\$409.30
34	\$77,157.00	\$412.60
35	\$77,775.00	\$415.91
36	\$78,281.00	\$418.61
37	\$78,787.00	\$421.32
38	\$79,294.00	\$424.03
39	\$79,800.00	\$426.74
40	\$80,312.00	\$429.48

Teacher is defined as a classroom teacher, a librarian, and a registered nurse.

DISD Teacher Salary Schedule is based on a bachelor's degree.

Master's Degree: Add \$1,000, Doctorate's Degree: Add \$2,000 to the appropriate step on DISD Base Salary Schedule.

An additional \$500 per step after Step 40 up to a maximum of Step 46.

Paraprofessional / Clerical / Technical Pay Ranges

PCT1	Minimum	Midpoint	Maximum
Calendars	\$112.61	\$150.15	\$187.69
180	\$20,270	\$27,027	\$33,784
184	\$20,720	\$27,628	\$34,535
190	\$21,396	\$28,529	\$35,661
Position			Assigned Calendar
Clerical Paraprofessional			184
Library Paraprofessional, Lobit Village			180
Library Paraprofessional, High School (9-12)			184
PE Paraprofessional			180
Publication Paraprofessional			190

PCT2	Minimum	Midpoint	Maximum
Calendars	\$119.76	\$159.68	\$199.60
180	\$21,557	\$28,742	\$35,928
184	\$22,036	\$29,381	\$36,726
192	\$22,994	\$30,659	\$38,323
Position			Assigned Calendar
Day Care Paraprofessional (Gator Academy)			184
In-School Suspension Paraprofessional			180
JJAEP Paraprofessional			180
Receptionist, Junior High			192
Receptionist / Clerk (DCC and DALC)			180
Receptionist / Clerk, Elementary & Middle Schools			184
Receptionist / Clerk, High School			192

PCT3	Minimum	Midpoint	Maximum
Calendars	\$125.21	\$166.94	\$208.68
180	\$22,538	\$30,049	\$37,562
216	\$27,045	\$36,059	\$45,075
Position			Assigned Calendar
Bilingual / ESL Instructional Intervention Paraprofessional			180
Instructional Intervention Paraprofessional			180
Pre-K Paraprofessional (Regular / Bilingual)			180
Receptionist / Clerk, Operations and Facilities			216
Special Education Paraprofessional			180
Campus Compliance Data Clerk			180

PCT4	Minimum	Midpoint	Maximum
Calendars	\$127.68	\$170.24	\$212.80
180	\$22,982	\$30,643	\$38,304
184	\$23,493	\$31,324	\$39,155
187	\$23,876	\$31,835	\$39,794
192	\$24,515	\$32,686	\$40,858
198	\$25,281	\$33,708	\$42,134
Position			Assigned Calendar
Computer Lab Paraprofessional			180
Certified Nurse Assistant, CNA (Special Programs)			180
DALC/CAP Paraprofessional			180
DHS LPAC/ESL Clerk			184
Esmond Center Records Clerk			184
Edgenuity Computer Lab Monitor			184
Secretary, Assistant Principal (Junior High and High School)			192
Secretary, Counselor (Junior High and High School)			192
Social Emotional Learning/Character Paraprofessional			180

PCT5	Minimum	Midpoint	Maximum
Calendars	\$133.30	\$177.74	\$222.17
192	\$25,594	\$34,126	\$42,657
198	\$26,393	\$35,193	\$43,990
200	\$26,660	\$35,548	\$44,434
202	\$26,927	\$35,903	\$44,878
216	\$28,793	\$38,392	\$47,989
Position			Assigned Calendar
Assessment Staff Support Clerk			200
Attendance / AP Secretary, Middle School			198
Attendance / Data Entry Clerk, Elementary			198
Attendance / Data Entry Clerk, Junior High			192
Attendance / Data Entry Clerk, High School			192
Publications / Business Technician/ ESC Receptionist			216
Scheduling Clerk & Summer Receptionist (High School)			216
Secretary, Associate Principal (High School) Secretary,			216
Dean of Instruction (High School)			216
SEL Counseling Clerk			200

PCT6	Minimum	Midpoint	Maximum
Calendars	\$136.97	\$182.63	\$228.28
180	\$24,655	\$32,873	\$41,090
192	\$26,298	\$35,065	\$43,830
198	\$27,120	\$36,161	\$45,199
216	\$29,586	\$39,448	\$49,308
Position			Assigned Calendar
Bookkeeper Clerk, High School			192
Campus Security Monitor			180
Payroll Specialist, Operations and Facilities			216
PEIMS Specialist			216
Registrar, Junior High			198
Registrar Clerk, High School			198
Secretary, Esmond Center Educational Records			198
Secretary, Special Education Assessment			216
Secretary, Special Programs Coordinators			216
Secretary, Special Education PEIMS			216
Secretary, Principal (DCC and DALC)			216

PCT7	Minimum	Midpoint	Maximum
Calendars	\$140.61	\$187.48	\$234.35
198	\$27,841	\$37,121	\$46,401
210	\$29,528	\$39,371	\$49,214
216	\$30,372	\$40,496	\$50,620
225	\$31,637	\$42,183	\$52,729
Position			Assigned Calendar
Accounts Payable Specialist			216
CAP Office Coordinator			210
FNS Office Coordinator			198
Human Resources Generalist			216
Secretary, Director of Alternative Education			216
Secretary, Director of Career and Technical Education			216
Secretary, Facility Services			225
Secretary, Principal (Elementary)			216
Secretary, Principal (Middle School)			216
Secretary, Principal (Junior High)			216

PCT8	Minimum	Midpoint	Maximum
Calendars	\$151.57	\$202.09	\$252.62
216	\$32,739	\$43,651	\$54,566
Position			Assigned Calendar
Accounting Clerk / Bookkeeper, DHS			216
Secretary, Athletic Department			216
Secretary, Educational Services Department			216
Secretary, Executive Director of Human Resources			216
Secretary, Executive Director of Special Programs			216
Truancy Prevention Facilitator			216

PCT9	Minimum	Midpoint	Maximum
Calendars	\$186.03	\$248.03	\$310.04
216	\$40,182	\$53,754	\$66,969
Position			Assigned Calendar
Secretary, Principal (High School)			216

PCT10	Minimum	Midpoint	Maximum
Calendars	\$220.36	\$293.91	\$367.27
216	\$47,598	\$63,485	\$79,330
Position			Assigned Calendar
Secretary, Assistant Superintendent of Administration			216
Secretary, Deputy Superintendent of Educational Services			216

PCT11	Minimum	Midpoint	Maximum
Calendars	\$232.52	\$310.02	\$387.53
216	\$50,224	\$66,962	\$83,706
Position			Assigned Calendar
Secretary, Superintendent of Schools			216

PCT DAILY RATE SCHEDULE

Years Exp.	PCT1	PCT2	PCT3	PCT4	PCT5	PCT6	PCT7	PCT8	PCT9	PCT10	PCT11
0	\$112.61	\$119.76	\$125.21	\$127.68	\$133.30	\$136.97	\$140.61	\$151.57	\$186.03	\$220.36	\$232.52
1	\$113.61	\$120.46	\$126.21	\$128.68	\$134.30	\$137.97	\$141.61	\$152.57	\$187.03	\$221.36	\$233.52
2	\$114.61	\$121.01	\$126.51	\$129.03	\$135.30	\$138.97	\$142.61	\$153.17	\$187.73	\$222.36	\$234.52
3	\$116.61	\$122.26	\$127.81	\$130.38	\$137.30	\$140.97	\$144.61	\$154.77	\$189.43	\$224.36	\$236.52
4	\$118.61	\$123.51	\$129.11	\$131.73	\$139.30	\$142.97	\$146.61	\$156.37	\$191.13	\$226.36	\$238.52
5	\$120.61	\$124.76	\$130.41	\$133.08	\$141.30	\$144.97	\$148.61	\$157.97	\$192.83	\$228.36	\$240.52
6	\$122.61	\$126.01	\$131.71	\$134.43	\$143.30	\$146.97	\$150.61	\$159.57	\$194.53	\$230.36	\$242.52
7	\$123.61	\$127.26	\$133.01	\$135.43	\$144.30	\$147.97	\$151.61	\$160.57	\$196.23	\$232.36	\$244.52
8	\$124.61	\$128.51	\$134.31	\$136.68	\$145.30	\$148.97	\$152.61	\$161.57	\$197.93	\$234.36	\$246.52
9	\$125.61	\$129.76	\$135.61	\$137.93	\$146.30	\$149.97	\$153.61	\$162.57	\$199.63	\$236.36	\$248.52
10	\$126.61	\$131.01	\$136.91	\$139.18	\$147.30	\$150.97	\$154.61	\$163.57	\$201.33	\$238.36	\$250.52
11	\$127.61	\$132.26	\$138.21	\$140.43	\$148.30	\$151.97	\$155.61	\$164.57	\$203.03	\$240.36	\$252.52
12	\$128.61	\$133.51	\$139.51	\$141.68	\$149.30	\$152.97	\$156.61	\$165.57	\$204.73	\$242.36	\$254.52
13	\$129.61	\$134.76	\$140.81	\$142.93	\$150.30	\$153.97	\$157.61	\$166.57	\$206.43	\$244.36	\$256.52
14	\$130.61	\$136.01	\$142.11	\$144.18	\$151.30	\$154.97	\$158.61	\$167.57	\$208.13	\$246.36	\$258.52
15	\$131.61	\$137.26	\$143.41	\$145.43	\$152.30	\$155.97	\$159.61	\$168.57	\$209.83	\$248.36	\$260.52
16	\$132.61	\$138.51	\$144.71	\$146.68	\$153.30	\$156.97	\$160.61	\$169.57	\$211.53	\$250.36	\$262.52
17	\$133.61	\$139.76	\$146.01	\$147.93	\$154.30	\$157.97	\$161.61	\$170.57	\$213.23	\$252.36	\$264.52
18	\$134.61	\$141.01	\$147.31	\$149.18	\$155.30	\$158.97	\$162.61	\$171.57	\$214.93	\$254.36	\$266.52
19	\$135.61	\$142.26	\$148.61	\$150.43	\$156.30	\$159.97	\$163.61	\$172.57	\$216.63	\$256.36	\$268.52
20	\$136.61	\$143.51	\$149.91	\$151.68	\$157.30	\$160.97	\$164.61	\$173.57	\$218.33	\$258.36	\$270.52
21	\$137.61	\$144.76	\$150.91	\$152.68	\$158.30	\$161.97	\$165.61	\$174.57	\$220.03	\$260.36	\$272.52
22	\$138.61	\$146.01	\$151.91	\$153.68	\$159.30	\$162.97	\$166.61	\$175.57	\$221.73	\$262.36	\$274.52
23	\$139.61	\$147.26	\$152.91	\$154.68	\$160.30	\$163.97	\$167.61	\$176.57	\$223.43	\$264.36	\$276.52
24	\$140.61	\$148.51	\$153.91	\$155.68	\$161.30	\$164.97	\$168.61	\$177.57	\$225.13	\$266.36	\$278.52
25	\$141.61	\$149.76	\$154.91	\$156.68	\$162.30	\$165.97	\$169.61	\$178.57	\$226.83	\$268.36	\$280.52
26	\$142.61	\$151.01	\$155.91	\$157.68	\$163.30	\$166.97	\$170.61	\$179.57	\$228.53	\$270.36	\$282.52
27	\$143.61	\$152.26	\$156.91	\$158.68	\$164.30	\$167.97	\$171.61	\$180.57	\$230.23	\$272.36	\$284.52
28	\$144.61	\$153.51	\$157.91	\$159.68	\$165.30	\$168.97	\$172.61	\$181.57	\$231.93	\$274.36	\$286.52
29	\$145.61	\$154.51	\$158.91	\$160.68	\$166.30	\$169.97	\$173.61	\$182.57	\$233.63	\$276.36	\$288.52
30	\$146.61	\$155.51	\$159.91	\$161.68	\$167.30	\$170.97	\$174.61	\$183.57	\$234.63	\$278.36	\$290.52
31	\$147.61	\$156.51	\$160.91	\$162.68	\$168.30	\$171.97	\$175.61	\$184.57	\$235.63	\$280.36	\$292.52
32	\$148.61	\$157.51	\$161.91	\$163.68	\$169.30	\$172.97	\$176.61	\$185.57	\$236.63	\$282.36	\$294.52
33	\$149.61	\$158.51	\$162.91	\$164.68	\$170.30	\$173.97	\$177.61	\$186.57	\$237.63	\$284.36	\$296.52
34	\$150.61	\$159.51	\$163.91	\$165.68	\$171.30	\$174.97	\$178.61	\$187.57	\$238.63	\$286.36	\$298.52
35	\$151.61	\$160.51	\$164.91	\$166.68	\$172.30	\$175.97	\$179.61	\$188.57	\$239.63	\$288.36	\$300.52
36	\$152.61	\$161.51	\$165.91	\$167.68	\$173.30	\$176.97	\$180.61	\$189.57	\$240.63	\$290.36	\$302.52
37	\$153.61	\$162.51	\$166.91	\$168.68	\$174.30	\$177.97	\$181.61	\$190.57	\$241.63	\$292.36	\$304.52

The daily rate for employees in these categories shall not be less than the amount shown on this schedule. The daily rates above are subject to adjustment above the base amount based on the performance of the specific job duties for the position, with prior approval from the superintendent. Increase according to step/increment pattern (E.g., PCT1-9 \$1.00; PCT10-11 \$2.00).

Support Services Pay Ranges

Pay Grade	Minimum	Midpoint	Maximum
SS1	11.17	15.96	20.75
SS2	12.31	17.58	22.85
SS3	13.42	19.18	24.93
SS4	15.67	22.38	29.09
SS5	17.91	25.58	33.26
SS6	20.49	29.27	38.05
SS7	23.01	32.87	42.73

Auxiliary Departments

The following Lead/Differential Categories, additional pay, and Call-out Guidelines apply to employees in the following departments: Custodial, Facility Services, Food Nutrition Services, and Transportation.

Standard Certification / Differential Categories	Additional Pay (per Hour)
Lead Differential (by number of employees supervised)	
1 to 2	\$1.00
3 to 5	\$1.25
6 to 10	\$1.50
10 to 15	\$2.00
16+	\$2.50
Asbestos Inspector License	\$2.25
Texas Commercial Driver's License	\$2.00
Call Out Guidelines	Minimum Number of Hours Paid at Current Hourly Rate
Alarm Issues (Security / Fire)	1.5 hour minimum
Maintenance Issues (Emergency repairs or anything outside of alarms)	3.0 hour minimum
Transportation Issues (Gate issues or anything outside of alarms)	2.0 hour minimum

Facility Services Pay Ranges

This hiring schedule is based on qualifying factors that result in STEPS.

Compensation Adjustments

Based on the step requirements, current employees' hourly rates shall be at least as low as those of new employees who meet the criteria for the same step. Each adjustment is a stand-alone adjustment.

FAS2	Step 1	Step 2	Step 3	Step 4	Step 5
Hourly	\$12.31	\$12.83	\$13.36	\$14.06	\$14.94
Position				Assigned Calendar	
Custodian				210 / 235	
Substitute Custodian (Step 1)				No Assigned Calendar	
Step Schedule for Hiring					
Custodian - FAS2					
Step 1	1) No job-related experience. 2) Demonstrate the ability to lift fifty (50) pounds routinely. 3) Read and understand cleaning, maintenance, and safety procedures instructions.				
Step 2	1) At least one (1) year of related experience. 2) Basic knowledge of cleaning agents and their applications. 3) Basic knowledge of custodial practices used in cleaning schools.				

Step 3	4) Knowledge of custodial safety procedures, including MSDS sheets, Bloodborne Pathogens, etc. 1) At least three (3) years of related experience. 2) Experience in classroom cleaning, including marker boards, furniture, windows, etc. 3) Experience in carpet care procedures.				
Step 4	1) At least five (5) years of job-related experience. 2) Experience operating floor maintenance equipment (i.e., auto scrubbers, burnishers, wet vac, etc.). 3) Performs job duties without direct supervision.				
Step 5	1) At least seven (7) years of job-related experience.				

FAS3	Step 1	Step 2	Step 3	Step 4	Step 5
Hourly	\$13.42	\$14.38	\$15.34	\$17.26	\$18.22
Position			Assigned Calendar		
Assistant Athletic Field Caretaker			235		
Delivery Driver			235		
Grounds Worker			235		
HVAC Maintenance Worker			235		
Laundry Worker			235		
Lead Custodian, Junior High, High School and ESC			235		
Utility Worker			235		
Warehouse Worker			235		
Job-Specific Certification Categories			Certification Rates (per Hour)		
Grounds Worker/ AFC Assistant (Pest)					
TDA Applicator's License with Weed Control			\$1.75		
(3) Additional Categories for TDA Applicator's License (Lawn, Ornamental, Pest, and Termite)			\$2.00		
Grounds Worker/ AFC Assistant (Irrigation)					
Texas Irrigation Installer Certification			\$1.00		
Texas Irrigator License			\$1.50		
HVAC Maintenance Worker					
EPA Certification in Refrigerant Recovery (Universal)			\$2.00		
Utility / Warehouse Worker - Add'l Steps (If Employed on Step 1)					
Step 2			\$1.25		
Step 3			\$1.50		
Step 4			\$2.00		
Step 5			\$2.50		
Step Schedule for Hiring					
<i>Athletic Field Caretaker Assistant - FAS3</i>					
Step 1	1) No job-related experience. 2) Possess a valid Texas Driver's license with a good driving record.				
Step 2	1) At least one (1) year of related experience. 2) One (1) year experience in groundskeeping or athletic field maintenance practices. 3) Skilled in using various mowers, weed eaters, striping machines, etc.				

Step 3	1) At least three (3) years of related experience. 2) Exhibits knowledge in the operation of irrigation systems. 3) Experience mowing natural turf in various patterns using a reel mower. 4) Exhibits knowledge of basic procedures for maintaining and setting the layout of athletic fields, including football, soccer, baseball, etc.				
Step 4	1) At least five (5) years of job-related experience. 2) Exhibits knowledge in the operation and repair of irrigation systems. 3) Proficient in painting procedures for athletic fields, including layout, decal applications, striping, and chalking.				
Step 5	1) At least seven (7) years of job-related experience. 2) Exhibits knowledge in diagnosing and treating horticulture problems caused by disease, insects, etc. 3) Experience in the restoration of athletic field surfaces using aerators, top dressers, tractors, sod cutters, etc.				

Grounds Worker - FAS3

- Step 1** 1) No job-related experience.
2) Possess a valid Texas Driver's license with a good driving record.
- Step 2** 1) At least one (1) year of job-related experience.
2) Exhibits knowledge of basic groundskeeping practices and procedures.
3) Demonstrate the ability to operate various mowers, weed eaters, trimmers, etc.
- Step 3** 1) At least three (3) years of related experience.
2) Demonstrate basic knowledge of irrigation systems.
3) Experienced in tree and shrub trimming practices and procedures.
- Step 4** 1) At least five (5) years of job-related experience.
2) Knowledge of various classes of plants, trees, flowers, etc., and their care.
3) Experience in the repair of irrigation systems.
- Step 5** 1) At least seven (7) years of job-related experience.
2) Exhibits knowledge in diagnosing and treating horticulture problems caused by disease, insects, etc.
3) Experience in the supervision of groundskeeping and landscaping projects.

HVAC Maintenance Worker - FAS3

- Step 1** 1) No job-related experience.
2) Possess a valid Texas Driver's license with a good driving record.
3) Demonstrate the ability to follow written and verbal instructions.
4) Demonstrate the ability to lift fifty (50) pounds routinely.
- Step 2** 1) At least one (1) year of job-related experience.
2) Experience in the use of hand and power tools.
3) Demonstrate the ability to climb and use an extension, step, and roof ladder.
4) Demonstrate the ability to work without supervision.
- Step 3** 1) At least three (3) years of related experience.
2) Knowledge of basic preventative maintenance practices for HVAC equipment.
3) Demonstrate basic computer skills.
- Step 4** 1) At least five (5) years of job-related experience.
2) Experience in HVAC preventative maintenance, including inspecting/replacing belts, greasing bearings, etc.
3) Demonstrate the ability to track the replacement of filters and maintain the filler replacement schedule.
- Step 5** 1) At least seven (7) years of job-related experience.
2) Proficient in the use of a computer for documentation and communication purposes.
3) Experience in minor troubleshooting and replacement of HVAC components and systems.

Laundry Worker - FAS3

- Step 1** 1) No job-related experience.
2) Possess a valid Texas Driver's license with a good driving record.
3) Demonstrate the ability to lift fifty (50) pounds routinely.
- Step 2** 1) At least one (1) year of job-related experience.
2) Exhibits practical oral and written communication skills.
3) Knowledge of cleaning procedures for office areas.
4) Knowledge of basic washing and drying of clothes according to color, volume, and fabric type.
- Step 3** 1) At least three (3) years of related experience.
2) Demonstrate the ability to organize and implement a laundry schedule.
3) At least three (3) years of experience cleaning office areas and restrooms.
- Step 4** 1) At least five (5) years of job-related experience.
2) Experience washing and drying clothes, including bleaching/stain removal/handling & delivery.
- Step 5** 1) At least seven (7) years of job-related experience.
2) Proficient in all areas of commercial laundry procedures.
3) Experience maintaining commercial flooring, including stripping, waxing, buffing, and carpet cleaning.

Lead Custodian, Junior High, High School and ESC - FAS3

- Step 1**
- 1) No job-related experience.
 - 2) Demonstrates the ability to lift fifty (50) pounds routinely.
 - 3) Read and understand cleaning, maintenance, and safety procedures instructions.
- Step 2**
- 1) At least one (1) year of related job experience.
 - 2) Basic knowledge of cleaning agents and their applications.
 - 3) Basic knowledge of custodial practices used in cleaning schools.
 - 4) Knowledge of custodial safety procedures, including MSDS sheets, Bloodborne Pathogens, etc.
- Step 3**
- 1) At least three (3) years of related job experience.
 - 2) Experience in classroom cleaning, including marker boards, furniture, windows, etc.
 - 3) Experience in carpet care procedures.
- Step 4**
- 1) At least five (5) years of related job experience.
 - 2) Experienced in operating floor maintenance equipment (i.e., auto scrubbers, burnishers, wet vac, etc.).
 - 3) Performs job duties without direct supervision.
- Step 5**
- 1) At least seven (7) years of related job experience.
 - 2) Experience with minor building maintenance such as replacement of light bulbs, ceiling tile, furniture repair, etc.
 - 3) Experience with the appropriate procedures for opening, closing, and safeguarding facilities, including securing exit doors, activating alarms, etc.

Delivery Driver - FAS3

- Step 1**
- 1) No job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
- Step 2**
- 2) Demonstrate the ability to lift fifty (50) pounds routinely.
 - 1) At least one (1) year of related job experience.
 - 2) Experience in sorting mail for delivery.
 - 3) Exhibits a high level of oral and written communication skills.
 - 4) Demonstrate the ability to work without supervision.
- Step 3**
- 1) At least three (3) years of related job experience.
 - 2) Experience in the use of postage machines.
 - 3) Proficient at reading maps and using GPS to locate destinations.

- Step 4**
- 1) At least five (5) years of related job experience.
 - 2) Knowledge of postal regulations and requirements
- Step 5**
- 1) At least seven (7) years of related job experience.
 - 2) Experience in the regulations and procedures required to ship various parcels via a private carrier.
 - 3) Experience in the regulations, requirements, and procedures involved with district and postal service delivery of mail, board folders, etc.

Utility Worker - FAS3

- Step 1**
- 1) No job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
 - 3) Demonstrate the ability to follow written and verbal instructions.
- Step 2**
- 1) At least one (1) year of related job experience.
 - 2) Demonstrate the ability to lift fifty (50) pounds routinely.
 - 3) Skilled in the use of essential hand tools.
 - 4) Experience using a pallet jack, truck cart, vending dolly, and other moving equipment.
- Step 3**
- 1) At least three (3) years of related job experience.
 - 2) Experience in the use of power tools.
 - 3) Experience in the transport and delivery of various materials and supplies.
 - 4) Skilled in the use of pressure washing equipment.
- Step 4**
- 1) At least five (5) years of related job experience.
 - 2) Basic knowledge of parking lot maintenance and sign repair.
 - 3) Demonstrate the ability to pressure wash buildings and parking lots following a schedule.
- Step 5**
- 1) At least seven (7) years of related job experience.
 - 2) Possess certification in forklift operation.
 - 3) Demonstrate the ability to work independently to complete work orders, furniture transfers, deliveries, etc.

Warehouse Worker - FAS3

- Step 1**
- 1) No job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
- Step 2**
- 2) Demonstrate the ability to lift fifty (50) pounds frequently.
 - 1) At least one (1) year of related job experience.
 - 2) Exhibit knowledge of basic warehouse procedures (including storing, inventory, tracking, receiving, etc.).
 - 3) Demonstrate basic computer skills.
 - 4) Experience verifying shipments with information on invoices, packing slips, purchase orders, and computer use.
- Step 3**
- 1) At least three (3) years of related job experience.
 - 2) Experience in warehouse shipping and receiving practices.
 - 3) Experience moving inventory to various locations by safely and adequately operating forklift, pallet jack, and/or handcart.
 - 4) Proficient in the use of computerized maintenance management inventory systems.
- Step 4**
- 1) At least five (5) years of related job experience.
 - 2) Possess strong computer skills (demonstrates the ability to use software programs to develop management assistance documents).
 - 3) Provide evidence of appropriate training experience in warehouse management.
 - 4) Experience in organizing and implementing materials and supplies delivery to designated destinations.
- Step 5**
- 1) At least seven (7) years of related job experience.

- 2) Proficient in purchasing and inventory control methods and procedures.
- 3) Possess certification in forklift operation.

FAS4	Step 1	Step 2	Step 3	Step 4	Step 5
-------------	---------------	---------------	---------------	---------------	---------------

Hourly	\$15.67	\$16.79	\$17.90	\$20.14	\$21.26
Position			Assigned Calendar		
Athletic Complex Caretaker			235		
Athletic Field Caretaker			235		
Craft Apprentice, HVAC, General Maintenance, Electrical, Plumbing, and Life Safety/ Security			235		
Head Custodian, Elementary, Middle Schools, and ESC			235		
Landscape Detailer			235		
Lead Laundry/Custodian			235		
Job-Specific Certification Categories			Certification Rates (per Hour)		
Athletic Facilities Caretakers					
1) Step 2			\$1.50		
2) Step 3			\$2.00		
3) Step 4			\$2.50		
4) Step 5			\$2.75		
Landscape Detailer					
TDA Applicator's License with Weed Control			\$1.75		
(3) Additional Categories for TDA Applicator's License (Lawn Ornamental, Pest, and Termite)			\$2.00		
Texas Irrigation Installer Certification			\$1.00		
Texas Irrigator License			\$1.50		
Craft Apprentice					
Electrical					
1) Texas Maintenance Electrician License			\$2.00		
2) Texas Journeyman Electrician License			\$2.50		
3) Texas Master Electrician License			\$3.00		
Plumber					
1) Texas Tradesman Plumber - Limited License			\$2.00		
2) Texas Journeyman Plumber's License			\$2.50		
3) Texas Master Plumber's License			\$3.00		
General Maintenance/ Life Safety/ Security					
1) Step 2			\$1.50		
2) Step 3			\$2.00		
3) Step 4			\$2.50		
4) Step 5			\$2.75		
HVAC					
1) EPA Certification in Refrigerant Recovery (Universal)			\$2.00		
2) Texas Class "B" license in HVAC or Associate's Degree in Air Conditioning Technology			\$2.50		
3) Texas Class "A" license in HVAC			\$3.00		

Step Schedule for Hiring

Athletic Complex Caretaker - FAS4

- Step 1**
- 1) No job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
 - 3) Demonstrate the ability to follow verbal and written instructions.
- Step 2**
- 1) At least one (1) year of job-related experience.
 - 2) Demonstrate knowledge of basic groundskeeping practices.
 - 3) Demonstrate basic knowledge of custodial practices used in cleaning schools.
 - 4) Experience with appropriate procedures for opening, closing, and safeguarding facilities, including securing gates and doors, security alarms, etc.
- Step 3**
- 1) At least three (3) years of job-related experience.
 - 2) Experience operating floor care equipment (i.e., buffers, wet vac, burnishers, etc.).
 - 3) Basic knowledge in the care of artificial turf.
 - 4) Basic knowledge in the care of synthetic running track surfaces.
- Step 4**
- 1) At least five (5) years of job-related experience.
 - 2) Experience in the care and minor maintenance of aluminum bleachers.
 - 3) Experience with minor building maintenance such as replacement of light bulbs, ceiling tile, etc.
- Step 5**
- 1) At least seven (7) years of job-related experience.
 - 2) Experience in interior and exterior maintenance of athletic facilities, including locker rooms, press boxes, restrooms, mechanical rooms, etc.
 - 3) Experience in field preparation and setup for football, soccer, and other athletic events.
 - 4) Proficient in the operation of an athletic venue during scheduled events.

Athletic Field Caretaker - FAS4

- Step 1**
- 1) No job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record
 - 3) Demonstrate basic turf (natural) knowledge, including aeration, mowing, irrigation, etc.
- Step 2**
- 1) At least one (1) year of experience in groundskeeping and landscaping procedures.
 - 2) Experience in the mowing of turf (natural) in various patterns using a reel mower
 - 3) Demonstrate basic knowledge of various procedures required to maintain athletic fields, including football, baseball, soccer, etc.
 - 4) Demonstrate basic knowledge of the layout of athletic fields, including football, baseball, soccer, etc.
 - 5) Skilled in using various mowers, weed eaters, striping machines, aerators, etc.
- Step 3**
- 1) At least three (3) years of experience in groundskeeping and landscaping procedures.
 - 2) Knowledge of painting procedures for athletic fields, including layout, decal applications, striping, and chalking.
 - 3) Experience recognizing various problems related to turf management caused by disease, weeds, insects, etc.
- Step 4**
- 1) At least five (5) years of experience in groundskeeping and landscaping.
 - 2) At least one (1) year of experience in athletic field preparation and procedures.
 - 3) Experience in the repair of athletic field irrigation systems.
- Step 5**
- 1) At least seven (7) years of experience in groundskeeping and landscaping.
 - 2) At least two years of experience in athletic field preparation and procedures.
 - 3) Experience supervising grounds personnel in athletic field procedures and preparation.

Craft Apprentice - FAS4

- Step 1**
- 1) No job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
 - 3) Demonstrate the ability to follow written and verbal instructions.
- Step 2**
- 1) At least one (1) year of job-related experience.
 - 2) Knowledge of tools in a designated craft.
 - 3) Basic knowledge of work-related systems (i.e., plumbing, A/C, electrical, etc.).
 - 4) Demonstrate basic computer skills.

- Step 3**
- 1) At least three (3) years of related experience.
 - 2) Knowledge of general maintenance duties related to assigned craft.
 - 3) Demonstrate the ability to work unsupervised.
- Step 4**
- 1) At least five (5) years of job-related experience.
 - 2) Experience in the procurement of supplies, parts, and tools.
 - 3) Experience in work order system procedures.

Head Custodian (Elementary, Middle Schools, and ESC) - FAS4

- Step 1**
- 1) At least one (1) year of job-related experience.
 - 2) Basic knowledge of custodial practices used in cleaning schools.
 - 3) Knowledge of custodial safety procedures, including MSDS sheets, Bloodborne Pathogens, etc.
 - 4) Read and understand written and verbal directives.
 - 5) Experience with appropriate procedures for opening, closing, and safeguarding facilities.
 - 6) Experience in the operation of floor maintenance equipment.
- Step 2**
- 1) At least three (3) years of job-related experience.
 - 2) At least one (1) year of supervisory experience.
- Step 3**
- 1) At least five (5) years of verifiable experience as a custodian.
 - 2) Planning and directing experience.
 - 3) At least two (2) years of supervisory experience.
- Step 4**
- 1) At least seven (7) years of verifiable job-related experience.
 - 2) At least three (3) years of verifiable supervisory experience.
 - 3) At least two (2) years planning and directing experience.
- Step 5**
- 1) At least nine (9) years of verifiable job-related experience.
 - 2) At least five (5) years of verifiable building keeper experience as a supervisor.
 - 3) At least five (5) years planning and directing experience.
 - 4) Experience in training personnel in custodial safety procedures.

Landscape Detailer - FAS4

- Step 1**
- 1) No job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
- Step 2**
- 1) At least one (1) year of job-related experience.
 - 2) Exhibits knowledge of basic groundskeeping practices and procedures
 - 3) Demonstrate the ability to operate various types of equipment such as mowers, weed eaters, hedge trimmers, etc.
 - 4) Basic knowledge of various types of plants, flowers, trees, etc., and their care.
- Step 3**
- 1) At least three (3) years of job-related experience.
 - 2) Demonstrate basic knowledge of shrub and tree maintenance.
 - 3) Demonstrate basic knowledge of irrigation systems maintenance and repair.
- Step 4**
- 1) At least five (5) years of job-related experience.
 - 2) Experienced in flower bed and soil maintenance practices, including weeding, mulching, aerating, edging, and fertilization.
 - 3) Experienced removing and planting ornamental plants, bushes, flowers, plants, and shrubs.
- Step 5**
- 1) At least seven (7) years of job-related experience.
 - 2) Exhibit detailed knowledge and experience in pruning, trimming, grafting, and removal of trees of various types and sizes
 - 3) Experienced in installing landscaping projects and using softscaping and hardscaping materials.
 - 4) Experienced in installing and repairing irrigation systems for commercial landscaping.

Lead Laundry/Custodian - FAS4

- Step 1**
- 1) No job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
 - 3) Demonstrate the ability to lift fifty (50) pounds routinely.
- Step 2**
- 1) At least one (1) year of job-related experience.
 - 2) Exhibit practical oral and written communication skills.
 - 3) Knowledge of cleaning procedures.
 - 4) Knowledge of basic washing and drying of clothes according to color, volume, and fabric type.
- Step 3**
- 1) Three (3) years of job-related experience.
 - 2) Demonstrate the ability to organize and implement a laundry schedule.
 - 3) Experience in the operation of custodial equipment and floor machines.
- Step 4**
- 1) Five (5) years of job-related experience.
 - 2) Planning and directing experience.
 - 3) Two (2) years of verifiable supervisory experience.
- Step 5**
- 1) Seven (7) years of job-related experience.
 - 2) Experience in training personnel in custodial and laundry procedures.

FAS5	Step 1	Step 2	Step 3	Step 4	Step 5
Hourly	\$17.91	\$20.47	\$21.75	\$22.03	\$25.58
Position				Assigned Calendar	
Building Maintenance Technician, DHS				235	
Grounds Foreman				235	
Grounds Mechanic				235	
Head Custodian, Junior High, and Lobit Education Village				235	
Inventory Management Technician				235	
Pest Control Operator				235	
Utility Foreman				235	
Job-Specific Certification Categories				Certification Rates (per Hour)	
Grounds Foreman & Pest Control Operator					
TDA Applicator's License with Weed Control				\$1.75	
(3) Additional Categories for TDA Applicator's License (Lawn, Ornamental, Pest, and Termite)				\$2.00	
Texas Irrigation License				\$1.50	
Indoor Pest Management Coordinator Certification				\$2.25	
Grounds Mechanic					
*Certification must be through the Outdoor Power Equipment accredited program					
Small Engine Repair Certification*				\$1.25	
Diesel Engine Repair Certification*				\$1.75	
Hydraulic Systems Repair Certification*				\$1.75	
Step Schedule for Hiring					
Building Maintenance Technician, DHS - FAS5					
Step 1	1) At least one (1) year of job-related experience. 2) Possess a valid Texas Driver's license with a good driving record. 3) Demonstrate basic knowledge of commercial building maintenance related to electrical, plumbing, carpentry, and painting. 4) Demonstrate the ability to work without direct supervision.				
Step 2	1) At least three (3) years of job-related experience.				
Step 3	2) Possess the ability to organize and maintain a preventative maintenance program. 3) Experience in basic electrical, plumbing, and carpentry repairs. 1) At least five (5) years of job-related experience. 2) Skilled in using tools in the painting trade, such as brushes, rollers, and drywall tools. 3) Experience in troubleshooting and repairing electrical and lighting systems.				
Step 4	4) Experience in troubleshooting and repairing plumbing fixtures and systems. 1) At least seven (7) years of job-related experience. 2) Experience repairing and replacing doors, hardware, ceilings, and flooring systems in commercial buildings. 3) Demonstrate the ability to repair damaged drywall surfaces to maintain a uniform appearance of the surrounding area. 4) Demonstrate advanced skills and knowledge required to repair and recoat any pre-coated paint surfaces with various paint finishes.				
Step 5	1) At least nine (9) years of job-related experience. 2) Extensive training with documentation in maintenance related to school facilities and/or commercial buildings. 3) Demonstrate the ability to plan and direct personnel in a supervisory role. 4) Proficient in repairing and preventative maintenance of school facilities' electrical, lighting, and plumbing systems.				

Grounds Foreman - FAS5

- Step 1**
- 1) Demonstrate knowledge of seasonal mowing and trimming requirements.
 - 2) Demonstrate knowledge of various types of equipment used in mowing operations.
 - 3) Possess a valid Texas Driver's license with a good driving record.
- Step 2**
- 1) At least one (1) year of job-related experience.
 - 2) Demonstrate basic knowledge of landscaping procedures.
 - 3) Demonstrate basic knowledge of irrigation installation and repairs.
- Step 3**
- 1) At least three (3) years of job-related experience.
 - 2) At least one (1) year of experience planning/directing a mowing and landscaping operation.
- Step 4**
- 1) At least five (5) years of job-related experience.
 - 2) Demonstrate knowledge in caring for various plants, trees, flowers, etc.
 - 3) At least three (3) years of experience planning/directing a mowing and landscaping operation.
- Step 5**
- 1) At least seven (7) years of job-related experience.
 - 2) Experience identifying and treating horticultural problems caused by disease, insects, etc.
 - 3) Experience in landscaping installation and repairs.

Grounds Mechanic - FAS5

- Step 1**
- 1) Possess a valid Texas Driver's license with a good driving record.
 - 2) Demonstrate basic knowledge of grounds and landscaping procedures.
 - 3) Demonstrate basic knowledge of repair of outdoor power equipment.
- Step 2**
- 1) At least one (1) year of experience in the repair of lawn equipment (i.e., walking behind and riding mowers, weed eaters, blowers, etc.).
 - 2) Demonstrate knowledge of preventative maintenance procedures for lawn equipment.
- Step 3**
- 1) At least three (3) years of experience in the repair of lawn equipment (i.e., walking behind and riding mowers, weed eaters, blowers, etc.).
 - 2) Proficient in the use of all lawn equipment and tractors.
 - 3) Demonstrate knowledge of heavy equipment operation (i.e., backhoes, loaders, tractors).
 - 4) Experience in the repair of two-stroke and four-stroke engines.
- Step 4**
- 1) At least five (5) years of experience in the repair of commercial lawn and power equipment.
 - 2) Experience in the maintenance and repair of spray equipment (i.e., chemical sprayers, striping

Machines, etc.).

- Step 5**
- 3) Experience in the repair of hydraulic systems on heavy equipment.
 - 1) At least seven (7) years of experience in lawn equipment repair, including heavy equipment.
 - 2) Demonstrate detailed knowledge of grounds and landscaping procedures.
 - 3) Proficient in the repair of heavy equipment (i.e., backhoes, tractors, lifts, etc.).

Head Custodian, Junior High and Lobit Education Village - FAS5

- Step 1**
- 1) At least one (1) year of job-related experience.
 - 2) Basic knowledge of custodial practices used in cleaning schools.
 - 3) Knowledge of custodial safety procedures, including MSDS sheets, Bloodborne Pathogens, etc.
 - 4) Read and understand written and verbal directives.
 - 5) Experience with appropriate procedures for opening, closing, and safeguarding facilities.
 - 6) Experience in the operation of floor maintenance equipment.
- Step 2**
- 1) At least three (3) years of job-related experience.
 - 2) At least one (1) year of supervisory experience.
- Step 3**
- 1) At least five (5) years of verifiable experience as a custodian.
 - 2) Planning and directing experience.
 - 3) At least two (2) years of supervisory experience.
- Step 4**
- 1) At least seven (7) years of verifiable job-related experience.
 - 2) At least three (3) years of verifiable supervisory experience.
 - 3) At least two (2) years of planning and directing experience.
- Step 5**
- 1) At least nine (9) years of verifiable job-related experience.
 - 2) At least five (5) years of verifiable building keeper experience as a supervisor.
 - 3) At least five (5) years of planning and directing experience.
 - 4) Experience in training personnel in custodial safety procedures.

Inventory Management Technician - FAS5

- Step 1**
- 1) No job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
 - 3) Demonstrate the ability to lift fifty (50) pounds frequently.
 - 4) Demonstrate basic computer skills.
- Step 2**
- 1) At least one (1) year of job-related experience.
 - 2) Exhibits knowledge of basic warehouse procedures, including storing, inventory, tracking, receiving, etc.
 - 3) Experience in inventory control methods and procedures.
 - 4) Demonstrate knowledge of advanced computer skills.
- Step 3**
- 1) At least three (3) years of job-related experience.
 - 2) Proficient in the use of a computerized inventory management system.
 - 3) Exhibit warehouse and truck stock distribution knowledge, stocking, and auditing procedures.
 - 4) Possess certification as a trained forklift operator.
- Step 4**
- 1) At least five (5) years of job-related experience.
 - 2) Experience using a barcoding system for inventory control.
 - 3) Demonstrate advanced computer skills with the ability to compile detailed inventory reports.
 - 4) Demonstrate knowledge of tool crib operating procedures.
- Step 5**
- 1) At least nine (9) years of job-related experience.
 - 2) Proficient in following and implementing district and departmental purchasing procedures.
 - 3) Provide documentation of training and experience in warehouse management methods and procedures.

Pest Control Operator - FAS5

- Step 1**
- 1) No job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
 - 3) Demonstrate basic computer skills.
- Step 2**
- 1) At least one (1) year of job-related experience.
 - 2) Experience in the identification and resolution of pest control issues.
 - 3) Demonstrate knowledge of safety procedures in handling chemicals as Texas SPCB requires.
- Step 3**
- 1) At least three (3) years of job-related experience.
 - 2) Experience in the planning of pest and weed control strategies.
 - 3) Experience in the application of IPM procedures related to schools.
- Step 4**
- 1) At least five (5) years of job-related experience.
 - 2) Experience in the identification and resolution of termite issues.
 - 3) Proficient in the use of a computer to maintain accurate records as per Texas SPCB requirements.
- Step 5**
- 1) At least seven (7) years of job-related experience.
 - 2) Knowledge of procedures in control of nuisance wildlife.

Utility Foreman - FAS5

- Step 1**
- 1) Possess a valid Texas driver's license with a good driving record.
 - 2) Demonstrate the ability to follow written and verbal instructions.
 - 3) Experience using a pallet jack, truck cart, different types of dollies, and other moving equipment.
- Step 2**
- 1) At least one (1) year of job-related experience.
 - 2) Experience in the transport and delivery of various materials and supplies.
 - 3) Skilled in using hand tools (i.e., hammers, screwdrivers, socket sets, etc.)
 - 4) Skilled uses power tools (drills, saws, etc.)
- Step 3**
- 1) At least three (3) years of job-related experience.
 - 2) Demonstrate the ability to work independently to complete work orders, deliveries, and other job assignments.
 - 3) Demonstrate basic computer skills
 - 4) Knowledge of the regulations, requirements, and procedures involved with district mail distribution.
- Step 4**
- 1) At least five (5) years of job-related experience.
 - 2) Demonstrate knowledge of parking lot maintenance and repair procedures.
 - 3) Demonstrate knowledge of pressure washing practices and procedures for cleaning the exterior of commercial buildings.
 - 4) Experienced in organizing, transporting, and delivering furniture, materials, supplies, etc.
- Step 5**
- 1) At least seven (7) years of job-related experience.
 - 2) Experience coordinating and supervising projects such as pressure washing, moving, and deliveries to meet assigned deadlines.
Deliveries to meet assigned deadlines.
 - 3) Experience setting up procedures for special events such as banquets, graduations, auctions, etc.
 - 4) Demonstrate advanced computer skills.

FAS6	Step 1	Step 2	Step 3	Step 4	Step 5
Hourly	\$20.49	\$23.42	\$26.34	\$29.27	\$30.73
Position			Assigned Calendar		
Carpenter			235		
Grounds Supervisor			235		
Head Custodian, DHS			235		
Painter			235		
Plumber			235		
Electrician			235		
Purchasing / Warehouse Manager			235		
Technician (Door Hardware, General Maintenance, Life Safety/Security and HVAC)			235		
Utility Supervisor			235		
Job-Specific Certification Categories			Certification Rates (per Hour)		
Carpenter, Door Hardware Technician, Grounds Supervisor, Painter, HVAC Technician (General Maintenance; Life Safety/Security; Facility Services Coordinator)					
Asbestos Inspector License			\$2.25		
Texas Class A HVAC License			\$3.00		
Texas Class B HVAC License			\$2.50		
Electrician					
1) Texas Maintenance Electrician License			\$2.00		
2) Texas Journeyman Electrician License			\$2.50		
3) Texas Master Electrician License			\$3.00		
Step Schedule for Hiring					
Carpenter - FAS6					
Step 1	1) At least one (1) year of job-related experience. 2) Possess a valid Texas Driver's license with a good driving record.				
Step 2	1) At least three (3) years of job-related experience. 2) Demonstrate the ability to read blueprints. 3) Demonstrate the ability to organize vehicles with necessary daily work materials.				
Step 3	1) At least five (5) years of job-related experience. 2) Demonstrate the ability to operate stationary and portable power tools. 3) Demonstrate the ability to use carpentry hand tools.				
Step 4	1) At least seven (7) years of job-related experience. 2) Demonstrate the ability to plan basic construction projects. 3) Demonstrate the ability to read basic architectural drawings.				
Step 5	1) At least nine (9) years of job-related experience. 2) Demonstrate the ability to make drawings or sketches of construction projects. 3) Demonstrate the ability to plan and order materials for construction projects.				
Door Hardware Technician - FAS6					
Step 1	1) At least one (1) year of job-related experience. 2) Possess a valid Texas Driver's license with a good driving record. 3) Experience in the use of various hand and power tools.				
Step 2	1) At least three (3) years of job-related experience.				

Step 3	2) Experience in the operation of crucial coding and duplicating machines. 3) Basic knowledge of building security practices. 1) At least five (5) years of job-related experience. 2) Demonstrate the ability to install and repair cylindrical and mortise locks. 3) Demonstrate the ability to install and repair door closures and exit devices.				
Step 4	1) At least seven (7) years of job-related experience. 2) Experience in implementing and maintaining a facility key code system. 3) Experience repairing various types of interior and exterior doors.				

Electrician - FAS6

- Step 1**
- 1) At least one (1) year of job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
 - 3) Skilled in using power tools, hand tools, and meters.
 - 4) Demonstrate the ability to follow written and verbal instructions.
- Step 2**
- 1) At least three (3) years of job-related experience as an Electrician or six (6) years as an Electrical apprentice.
 - 2) Proficient in using a computer for documentation and communication purposes (i.e., work orders, email, requisitions, etc.).
 - 3) Knowledge of and experience with compliance with the National Electric Code and related local codes.
 - 4) Demonstrate the ability to read writing diagrams and schematics for diagnostic purposes.
- Step 3**
- 1) At least five (5) years of job-related experience as an Electrician or eight (8) years as an Electrical Apprentice.
 - 2) Experience in the cutting, bending, threading, and running of electric conduit materials.
 - 3) Experience pulling insulated terminations to complete the installation of electrical circuits.
 - 4) Skilled in testing malfunctioning electrical circuits and systems using test equipment.
- Step 4**
- 1) At least seven (7) years of experience as an Electrician.
 - 2) Demonstrate the ability to read and interpret detailed drawings, plans, and specifications.
 - 3) Experience installing, troubleshooting, and repairing commercial lighting fixtures and systems.
- Step 5**
- 1) At least nine (9) years of experience as an Electrician.
 - 2) Experience in directing and training personnel to install, maintain, and repair commercial electrical circuits and systems.
 - 3) Experience in electrical load calculations and planning for large jobs and special projects.
 - 4) Experience in preventative maintenance procedures for electrical and lighting systems for commercial buildings.

General Maintenance Technician - FAS6

- Step 1**
- 1) At least one (1) year of job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
 - 3) Demonstrate basic knowledge of building maintenance related to electrical, plumbing, and carpentry.
- Step 2**
- 1) At least three (3) years of job-related experience.
 - 2) Demonstrate the ability to work without supervision.
 - 3) Experience in organizing and maintaining a preventative maintenance program.
 - 4) Experience in minor electrical, plumbing, and carpentry repairs.

- Step 3**
- 1) At least five (5) years of job-related experience.
 - 2) Documented training and/or experience with organization and implementation of preventative maintenance program.
 - 3) Experience in basic troubleshooting and repair of electrical and lighting systems.
 - 4) Experience in basic troubleshooting and repair of plumbing fixtures and systems.
- Step 4**
- 1) At least seven (7) years of job-related experience.
 - 2) Experience repairing and replacing doors, hardware, ceilings, and flooring systems in commercial buildings.
 - 3) Demonstrate the ability to interpret blueprints and schematics to troubleshoot electrical, plumbing, and structural problems.
- Step 5**
- 1) At least nine (9) years of job-related experience.
 - 2) Extensive training with documentation in maintenance related to school facilities and/or commercial buildings.
 - 3) Demonstrate the ability to plan and direct personnel in a supervisory role.
 - 4) Proficient in preventative maintenance of all areas of school facilities.

Grounds Supervisor - FAS6

- Step 1**
- 1) At least one (1) year of job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
 - 3) Demonstrate basic knowledge of grounds and landscaping procedures.
- Step 2**
- 1) At least three (3) years of job-related experience.
 - 2) Knowledge of turf management, including disease control, irrigation, and drainage.
- Step 3**
- 1) At least five (5) years of job-related experience.
 - 2) Knowledge of indoor pest management procedures.
 - 3) Experience scheduling and supervising an extensive mowing and landscaping operation.
- Step 4**
- 1) At least seven (7) years of job-related experience.
 - 2) At least two (2) years of supervisory experience.
 - 3) Experience in scheduling and supervising indoor pest management programs.
- Step 5**
- 1) At least nine (9) years of job-related experience.
 - 2) Experience in the design and installation of irrigation systems.

Head Custodian, DHS - FAS6

- Step 1**
- 1) At least one (1) year of job-related experience.
 - 2) Basic knowledge of custodial practices used in cleaning schools.
 - 3) Knowledge of custodial safety procedures, including MSDS sheets, Bloodborne Pathogens, etc.
 - 4) Read and understand written and verbal directives.
 - 5) Experience with appropriate procedures for opening, closing, and safeguarding facilities.
 - 6) Experience in the operation of floor maintenance equipment.
- Step 2**
- 1) At least three (3) years of job-related experience.
 - 2) At least one (1) year of supervisory experience.
- Step 3**
- 1) At least five (5) years of verifiable experience as a custodian.
 - 2) Planning and directing experience.
 - 3) At least two (2) years of supervisory experience.
- Step 4**
- 1) At least seven (7) years of verifiable job-related experience.
 - 2) At least three (3) years of verifiable supervisory experience.
 - 3) At least two (2) years of planning and directing experience.
- Step 5**
- 1) At least nine (9) years of verifiable job-related experience.
 - 2) At least five (5) years of verifiable building keeper experience as a supervisor.
 - 3) At least five (5) years of planning and directing experience.
 - 4) Experience in training personnel in custodial safety procedures.

HVAC Technician - FAS6

- Step 1**
- 1) At least one (1) year of job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
 - 3) Skilled in using power tools, hand tools, and meters.
 - 4) Demonstrate the ability to read wiring diagrams and schematics for diagnostic purposes.
- Step 2**
- 1) At least three (3) years of job-related experience.
 - 2) Possess EPA certification in refrigerant recovery with a "Universal" endorsement.
 - 3) Proficient in using a computer for documentation and communication purposes (i.e., work orders, email, heat load calculations, requisitions, etc.).
 - 4) Knowledge of and experience with compliance with the Uniform Mechanical Code and related laws and regulations.
- Step 3**
- 1) At least five (5) years of job-related experience.
 - 2) Experience in diagnosing and repairing HVAC systems 25 tons and under.
 - 3) Experience in the diagnosis and repair of commercial ice makers.
 - 4) Experience in the preventative maintenance practices and procedures for HVAC systems.
- Step 4**
- 1) At least seven (7) years of job-related experience.
 - 2) Experience repairing chilled water systems, including chillers, pumps, and air handlers.
 - 3) Experience in the troubleshooting and calibration of DDC controls.
 - 4) Experience in the diagnosis and repair of commercial boilers.
- Step 5**
- 1) At least nine (9) years of job-related experience.
 - 2) Experience using and programming BAS control systems for energy management purposes.
 - 3) Demonstrate the ability to diagnose and repair HVAC systems of any size or capacity.
 - 4) Experience in directing and training personnel to install, maintain, and repair commercial HVAC systems.

Life Safety / Security Technician - FAS6

- Step 1**
- 1) At least one (1) year of job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
 - 3) Skilled in the use of hand tools and portable power tools.
 - 4) Experience in the use of meters and other test equipment.
- Step 2**
- 1) At least three (3) years of job-related experience.
 - 2) Demonstrate the ability to work troubleshooting AC and DC circuits.
 - 3) Proficient in using a computer for documentation and communication purposes (work orders, email, requisitions, etc.).
 - 4) Basic knowledge of NFPA codes and standards.
- Step 3**
- 1) At least five (5) years of job-related experience.
 - 2) Experience in troubleshooting and repair of security systems.
 - 3) Experience in troubleshooting and repair of life safety systems.
 - 4) Demonstrate the ability to read and interpret detailed drawings, plans, and specifications.
- Step 4**
- 1) At least seven (7) years of job-related experience.
 - 2) Experience in the methods and practices used to repair and maintain various electronic equipment.
 - 3) Knowledge of elevating equipment maintenance and repair.
 - 4) Experience coordinating inspections for fire alarm systems, fire sprinkler systems, fire suppression systems, and fire extinguishers.
- Step 5**
- 1) At least nine (9) years of job-related experience.
 - 2) Proficient in preventative maintenance practices and documentation of service and repair of life safety and security systems.
 - 3) Experience in the direction and training of personnel in the use of district facilities security systems.

- 4) Experience in the direction and training of personnel in using district facilities, fire equipment, and life safety systems.
- 5) Demonstrate the ability to diagnose and correct complex problems with life safety and security systems.

Painter - FAS6

- Step 1**
- 1) At least one (1) year of job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
 - 3) Skilled in using tools in the paint trade, such as brushes, rollers, spray equipment, and drywall tools.
- Step 2**
- 1) At least three (3) years of job-related experience.
 - 2) Demonstrate the skills and knowledge required to prepare and recoat any pre-coated paint surface.
 - 3) Experience in the preparation of new surfaces for painting. Surfaces include wood, metal, drywall masonry, etc.
 - 4) Demonstrate the ability to follow established safety procedures and techniques to perform job duties (i.e., climbing, lifting, etc.).
- Step 3**
- 1) At least five (5) years of job-related experience.
 - 2) Demonstrate the ability to use correct procedures for mixing, tinting, and matching colors of various types of paint.
 - 3) Demonstrate the ability to measure, cut, paste, and apply commercial wall covering materials.
- Step 4**
- 1) At least seven (7) years of job-related experience.
 - 2) Demonstrate the ability to tape, float, and texture new drywall surfaces.
 - 3) Demonstrate the ability to repair damaged drywall surfaces to maintain a uniform appearance of the surrounding area.
 - 4) Experience using stains, sealants, varnishes, and lacquers to coat wood surfaces.
- Step 5**
- 1) At least nine (9) years of job-related experience.
 - 2) Demonstrate the ability to develop and implement a schedule for painting a facility that minimizes the inconvenience of the building occupants.
 - 3) Experience directing and training personnel in procedures and methods related to the paint field.
 - 4) Proficient in the completion of paperwork for documentation and procurement purposes (i.e., work orders, requisitions, etc.).

Plumber - FAS6

- Step 1**
- 1) At least one (1) year of job-related experience.
 - 2) Possess a valid Texas driver's license with a good driving record.
 - 3) Skilled in using power, hand, and trade-related instruments.
 - 4) 4. Demonstrate the ability to read basic architectural drawings.
- Step 2**
- 1) At least three (3) years of job-related experience.
 - 2) Experience cleaning obstructions in drain and sewer lines in commercial facilities.
 - 3) Knowledge of and experience with the National Plumbing and Uniform Mechanical Code.
- Step 3**
- 1) At least five (5) years of job-related experience.
 - 2) Experience in the cutting, threading, bolting, soldering, and other established pipe joining procedures.
 - 3) Experience installing and repairing commercial plumbing fixtures (i.e., toilet, lavatory, faucet, drinking fountain, etc.)
- Step 4**
- 1) At least seven (7) years of job-related experience.
 - 2) Experience in installing and repairing domestic water heaters and commercial boilers.
 - 3) Demonstrate the ability to read and interpret detailed drawings, plans, and specifications to determine

- Step 5**
- 1) At least nine (9) years of job-related experience.
 - 2) Experience installing, repairing, and testing commercial natural gas piping systems.
 - 3) Experience in the direction and training of personnel to install, maintain, and repair commercial plumbing systems.
 - 4) Demonstrate the ability to diagnose and repair complex problems in commercial facilities' gas, water, and sewer systems.

Purchasing/Warehouse Manager - FAS6

- Step 1**
 - 1) At least one (1) year of job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record
 - 3) Demonstrate knowledge of routing warehouse setup.
- Step 2**
 - 1) At least three (3) years of job-related experience.
 - 2) Demonstrate the ability to keep accurate records of purchases.
 - 3) Demonstrate the ability to keep accurate records of supplies, materials, and tools disbursements.
 - 4) Demonstrate proficient computer skills.
- Step 3**
 - 1) At least five (5) years of job-related experience.
 - 2) Demonstrate the ability to follow district purchasing procedures.
 - 3) Possess certification in forklift operation
- Step 4**
 - 1) At least seven (7) years of job-related experience.
 - 2) Provide evidence of warehouse management training.
 - 3) Proficient in purchasing and inventory control methods and procedures.
- Step 5**
 - 1) At least nine (9) years of job-related experience.
 - 2) Experience in the organization and implementation of warehouse procedures and protocols.
 - 3) Experience in the supervision of warehouse personnel in the areas of purchasing, inventory, and tool management.

Utility Supervisor - FAS6

- Step 1**
 - 1) At least one (1) year of job-related experience.
 - 2) Possess a valid Texas Driver's license with a good driving record.
 - 3) Demonstrate the ability to follow written and verbal instructions.
 - 4) Demonstrate the ability to give verbal and written directives.
 - 5) Demonstrate basic knowledge of transporting and delivering furniture, materials, supplies, etc.
- Step 2**
 - 1) At least three (3) years of job-related experience.
 - 2) Experience using pallet jacks, truck carts, vending dollies, and other moving equipment.
 - 3) Experience using hand tools (i.e., hammers, screwdrivers, socket sets, etc.).
 - 4) Demonstrate basic computer skills.
- Step 3**
 - 1) At least five (5) years of job-related experience.
 - 2) Demonstrate knowledge of parking lot maintenance and repair procedures.
 - 3) Experience organizing, transporting, and delivering furniture, materials, supplies, etc.
- Step 4**
 - 1) At least seven (7) years of job-related experience.
 - 2) Experience setting up procedures for special events such as banquets, fairs, and graduation.
 - 3) Experience in the exterior cleaning of commercial buildings using commercial pressure washing equipment, chemicals, lifts, etc.
 - 4) Demonstrate advanced computer skills.
- Step 5**
 - 1) At least nine (9) years of job-related experience.
 - 2) Experience organizing, selling, and disposing of school district property by auction, recycling, or other approved methods.
 - 3) Experience in supervising multiple crews to complete daily job assignments and meet

Assigned deadlines.

- 4) Experience in the transport and delivery of large, heavy equipment and furniture (i.e., pianos, risers, etc.).

FAS7	Step 1	Step 2	Step 3	Step 4	Step 5
Hourly	\$23.01	\$27.94	\$31.22	\$34.51	\$37.80
Position				Assigned Calendar	
Specialist (Electrician, HVAC, and Plumbing)				235	
Step Schedule for Hiring					

Electrician Specialist - FAS7

- Step 1**
- 1) At least one (1) year of experience as an Electrician or four (4) years as an Electrical Apprentice.
 - 2) Possess a valid Texas Driver's license with a good driving record.
 - 3) Skilled in using power tools, hand tools, and meters.
 - 4) Demonstrate the ability to read wiring diagrams and schematics for diagnostic purposes.
- Step 2**
- 1) At least three (3) years of experience as an Electrician or six (6) years as an Electrical Apprentice.
 - 2) Knowledge of and experience with the National Electric Code and relevant local codes.
 - 3) Skilled in testing malfunctioning electrical circuits and systems using test equipment.
- Step 3**
- 1) At least five (5) years of experience as an Electrician or eight (8) years as an Electrical Apprentice.
 - 2) Experience in the cutting, bending, threading, and running of electrical conduit materials.
 - 3) Experience pulling insulated wires and cables through conduit, including terminations to complete the installation of electrical circuits.
- Step 4**
- 1) At least seven (7) years of experience as an Electrician.
 - 2) Possess a valid Journeyman or Maintenance Electrician license issued by the State of Texas.
 - 3) Experience installing, troubleshooting, and repairing commercial lighting fixtures and systems.
 - 4) Demonstrate the ability to read and interpret detailed drawings, plans, and specifications.
- Step 5**
- 1) At least nine (9) years of experience as an Electrician.
 - 2) Possess a Master Electrician license issued by the State of Texas.
 - 3) Experience installing, troubleshooting, and repairing commercial lighting fixtures and systems.
 - 4) Experience in directing and training personnel to install, maintain, and repair electrical circuits and systems.
 - 5) Experience in electrical load calculations and planning for large jobs and special projects.

HVAC Specialist - FAS7

- Step 1**
- 1) At least one (1) year of experience as an HVAC Technician or four (4) years as an HVAC Apprentice.
 - 2) Possess a valid Texas Driver's license with a good driving record.
 - 3) Skilled in using power tools, hand tools, and meters.
 - 4) Demonstrate the ability to read wiring diagrams and schematics for diagnostic purposes.
- Step 2**
- 1) At least three (3) years of experience as an HVAC Technician or six (6) years as an HVAC Apprentice.
 - 2) Possess EPA Certification in refrigerant recovery (Universal)
 - 3) Knowledge of and experience with the Uniform Mechanical Code compliance and related laws and regulations.
- Step 3**
- 1) At least five (5) years of experience as an HVAC Technician or eight (8) years as an HVAC Apprentice.
 - 2) Possess a valid Class "B" HVAC license issued by the State of Texas or a degree in air conditioning or refrigeration engineering/technology.
 - 3) Experience diagnosing and troubleshooting commercial HVAC systems 25 tons and under.
- Step 4**
- 1) At least seven (7) years of experience as an HVAC Technician.

Step 5	<ul style="list-style-type: none"> 2) Experience in troubleshooting, calibrating, and repairing pneumatic and DDC control systems. 3) Experience in diagnosing and troubleshooting air conditioning, heating, and refrigeration systems of any size or capacity. 1) At least nine (9) years of experience as an HVAC Technician. 2) Possess a valid Class "A" HVAC license issued by the State of Texas or NATE certification in air conditioning, heating, hydroponics, and commercial refrigeration service or a degree in air conditioning/refrigeration technology. 3) Proficient in using a computer for documentation and communication purposes (i.e., work orders, email, heat load calculations, refrigerant tracking, etc.). 4) Experience in the programming of energy management systems. 5) Experience in directing and training personnel to install, maintain, and repair commercial HVAC systems.
Plumbing Specialist - FAS7	
Step 1	<ul style="list-style-type: none"> 1) At least one (1) year of experience as a Plumber or four (4) years as a Plumber's Apprentice. 2) Possess a valid Texas Driver's license with a good driving record. 3) Skilled in using power, hand, and trade-related instruments. 4) Demonstrate the ability to read basic architectural drawings.
Step 2	<ul style="list-style-type: none"> 1) At least three (3) years of experience as a Plumber or six (6) years as a Plumber's Apprentice. 2) Registered as a Plumber's Apprentice with the Texas State Board of Plumbing Examiners. 3) Knowledge of and experience with the National Plumbing and Uniform Mechanical Code.
Step 3	<ul style="list-style-type: none"> 1) At least five (5) years of experience as a Plumber or eight (8) years as a Plumber's Apprentice. 2) Experience in the cutting, threading, bolting, soldering, and other established pipe joining procedures. 3) Experience installing and repairing commercial plumbing fixtures (i.e., toilet, lavatory, water fountains). 4) Experience cleaning obstructions in drain and sewer lines using the appropriate equipment.
Step 4	<ul style="list-style-type: none"> 1) At least seven (7) years of experience as a Plumber. 2) Possess a valid Journeyman Plumber's license issued by the State of Texas. 3) Experience installing and repairing domestic water heaters and boilers. 4) Demonstrate the ability to read and interpret detailed drawings, plans, and specifications to determine the layout, methods, materials, and equipment needed to complete work orders and projects.
Step 5	<ul style="list-style-type: none"> 1) At least nine (9) years of experience as a Plumber. 2) Possess a valid Master Plumber's license issued by the State of Texas. 3) Experience installing, repairing, and testing commercial natural gas piping systems. 4) Experience in directing and training personnel to install, maintain, and repair commercial plumbing systems. 5) Experience in all aspects of plumbing repair and installation for commercial buildings.

Transportation Pay Ranges

TRANSPORTATION PAY SCHEDULE			
Years of Experience	Bus Monitors - TRA1	Driver Trainees - TRA3	Drivers - TRA5
0	\$12.00	\$14.15	\$21.50
1	\$12.50		\$22.00
2	\$12.65		\$22.15
3	\$12.80		\$22.30
4	\$12.90		\$22.55
5	\$13.00		\$22.75
6	\$13.10		\$22.90
7	\$13.35		\$23.00
8	\$13.45		\$23.10
9	\$13.60		\$23.30
10	\$13.70		\$23.40
11	\$13.85		\$23.50
12	\$14.00		\$23.70
13	\$14.15		\$24.10
14	\$14.30		\$24.50
15	\$14.45		\$24.90
16	\$14.60		\$25.30
17	\$14.75		\$25.70
18	\$14.90		\$26.10
Pay Differentials			
Lead Driver/Trainer			\$1.00 additional per hour
Extracurricular Trip Rate			Driver's hourly rate
18+ Years of Experience			
Bus Monitors - SS1, 18 years of experience rate +			\$0.15 additional per hour
Drivers - SS5, 18 years of experience rate +			\$0.40 additional per hour
Late Run/Mid-day Dispatcher			\$14.00
Mid-day Assistant			\$14.00
Retire/Rehire Driver			0-year rate
Substitute Bus Driver			0-year rate
Substitute Bus Monitor			0-year rate
Sponsor Pay - Rate Based on Round Trip Mileage			
100 miles or less			\$20.00 / Trip
101-200 miles			\$30.00 / Trip
201-400 miles			\$50.00 / Trip
401 miles or more			\$60.00 / Trip

Transportation Certification - Mechanics/ Mechanic Helpers	Additional Pay (per Hour)
Certification is obtained, salary increase will be awarded as follows:	
Propane Certification	\$0.25
ASE Certification (Pay does not accumulate)	
At Least one or equivalent	\$0.25
Four areas towards ASE or equivalent	\$0.75
Certified Master Mechanic or equivalent	\$1.50
Inspections - Department of Transportation	\$0.25

TRA4	Step 1	Step 2	Step 3	Step 4	Step 5
Hourly	\$15.67	\$19.02	\$21.26	\$23.50	\$24.62
Position			Assigned Calendar		
Dispatcher			190		
Mechanic Helper			235		
Step Schedule for Hiring					
Dispatcher - TRA4					
Step 1	1) Related work experience not required. 2) Minimum two (2) years of experience as a school bus driver preferred. 3) General knowledge of basic computer programs. 4) Ability to learn the boundaries of the City of Dickinson, Dickinson ISD Schools, and District. 5) Able to obtain a CDL license.				
Step 2	1) At least two (2) years related work experience. 2) Ability to work under pressure and prioritize/multitask effectively and efficiently. 3) Have a high level of skill in communication, both written and verbal. 4) CDL with P&S endorsements.				
Step 3	1) At least four (4) years related work experience. 2) Demonstrate excellent attendance record. 3) Strong interpersonal skills and the ability to work harmoniously with drivers, other office staff, administration, students, and parents. 4) Have the ability to learn new computer programs.				
Step 4	1) At least six (6) years of related work experience. 2) Ability to perform duties with awareness of all district requirements and Board of Education policies. 3) Bilingual preferred.				
Step 5	1) Eight (8) years of related work experience.				
Mechanic Helper - TRA4					
Step 1	1) Entry level training. 2) Experienced in mechanics.				
Step 2	1) At least two (2) years of verifiable related work experience.				
Step 3	1) At least five (5) years of verifiable related work experience.				
Step 4	1) At least eight (8) years of related work experience.				
Step 5	1) At least ten (10) years or more of related work experience.				

TRA5	Step 1	Step 2	Step 3	Step 4	Step 5
Hourly	\$17.91	\$21.75	\$24.31	\$26.86	\$28.14
Position				Assigned Calendar	
Driver Trainer				177	
Field Trip Coordinator				177	
Lead Driver				177	
Office Generalist				177	
Routing Specialist				177	
Parts & Inventory Specialist				216	
Additional Pay					
Compensation for these four positions shall be regular driver salary plus \$1.00 per hour:					
Driver Trainer, Field Trip Coordinator, Office Generalist, Routing Specialist					
Lead Driver - TRA5					
Lead drivers may be assigned as follows:					
1-20 drivers = 1 lead driver					
21-30 drivers = 2 lead drivers					
31-40 drivers = 3 lead drivers					
41-50 drivers = 4 lead drivers					
51-60 drivers = 5 lead drivers					
61-70 drivers = 6 lead drivers					
71-80 drivers = 7 lead drivers					
81-90 drivers = 8 lead drivers					
91-100 drivers = 9 lead drivers					
Lead drivers shall be available to:					
1) Drive any route in the district.					
2) Assist with office duties as necessary (dispatch, etc.)					
3) Assist with route auditing.					
4) Assist with the training of drivers.					
5) Assist with training of students.					
6) Provide special project support as assigned by the Director for Transportation.					
Compensation for the lead driver position shall be a regular driver salary plus \$1.00 per hour.					
Parts & Inventory Specialist – TRA5					
Step 1	<ol style="list-style-type: none"> 1. No job-related experience. 2. Possess or be willing to obtain a valid Commercial Texas Driver's license with a good driving record. 3. Ability to lift fifty (50) pounds frequently. 4. Demonstrate basic computer skills. 5. Willingness to substitute as a bus driver or monitor as needed. 				
Step 2	<ol style="list-style-type: none"> 1. At least one (1) year of job-related experience. 2. Exhibit's knowledge of basic warehouse procedures, including storing, inventory, tracking, receiving, etc. 3. Experience in inventory control methods and procedures/ 4. Demonstrate knowledge of advanced computer skills. 				
Step 3	<ol style="list-style-type: none"> 1. At least three (3) years of job-related experience. 2. Proficient in the use of a computerized inventory management system. 3. Exhibit knowledge of warehouse and truck stock distribution, stocking, and auditing procedures. 4. Possess certification as a trained forklift operator. 				
Step 4	<ol style="list-style-type: none"> 1. At least five (5) years of job-related experience. 2. Experience using a bar coding system for inventory control. 3. Demonstrate advanced computer skills with the ability to compile detailed inventory reports. 				
Step 5	<ol style="list-style-type: none"> 1. At least nine (9) years of job-related experience. 2. Proficient in following and implementing district and departmental purchasing procedures. 3. Provide documentation of training and experience in warehouse management methods and procedures. 				

TRA6	Step 1	Step 2	Step 3	Step 4	Step 5
Hourly	\$20.49	\$24.88	\$27.81	\$30.73	\$32.20
Position				Assigned Calendar	
Mechanic				235	
Step Schedule for Hiring					
<i>Mechanic - TRA6</i>					
Step 1	1) At least two (2) years of verifiable mechanical experience. 2) Evidence of some type of automotive technical training. 3) Have or be able to obtain a CDL driver's license. 4) Have or be able to obtain DOT Inspections certification.				
Step 2	1) At least three (3) to five (5) years of verifiable mechanical experience. 2) Credible certification in 2-3 areas of automotive technical training.				
Step 3	1) At least five (5) to ten (10) verifiable mechanical experience. 2) Creditable certification in 4-5 areas of automotive technical training.				
Step 4	1) At least ten (10) to fifteen (15) years of verifiable mechanical experience. 2) Creditable certification in 6-7 areas of automotive technical training.				
Step 5	1) At least fifteen (15) to twenty (20) years or more of verifiable mechanic experience. 2) Associate degree in automotive technical training or equivalent Master Mechanic certification.				

Food & Nutrition Services Pay Ranges

This hiring schedule is based on qualifying factors such as education and/or experience.

All Food and Nutrition employees must complete the required training hours required by the USDA Professional Standards annually. All course documentation must be completed by May 15th of each year.

FNS Position	Certification Level	Required PD Hours / Experience	Hourly Certified Increase
Apprentice	1	32 hours + 1 year experience	\$1.00
Technician	2	48 hours + 1-year experience	\$2.00
Assistant Manager	3	64 hours + 1-year experience	\$2.50
Probationary Manager	4	64 hours + 1-year experience	\$3.00
Mechanical / Distribution Supervisor	4	64 hours + 1-year experience	\$3.00
Additional Rates			
Substitute Rate			\$13.50
FNS Summer Manager			\$25.00

Minimum Criteria for each position:

FNS1	Minimum	Midpoint	Maximum
Hourly	\$11.17	\$15.96	\$20.75
Position			Assigned Calendar
FNS Apprentice			173
Step Schedule for Hiring			
FNS Apprentice - FNS1			
1) No High School Diploma or experience is required.			
2) A high school diploma or Texas Education Agency certified GED is preferred.			

FNS2	Minimum	Midpoint	Maximum
Hourly	\$12.31	\$17.58	\$22.85
Position			Assigned Calendar
FNS Technician			173
Step Schedule for Hiring			
FNS Technician - FNS2			
1) No experience required.			
2) A high school diploma or Texas Education Agency certified GED is preferred.			

FNS3	Minimum	Midpoint	Maximum
Hourly	\$13.42	\$19.18	\$24.93
Position			Assigned Calendar
FNS Assistant Manager, Elementary and Middle School			173
Step Schedule for Hiring			
<i>FNS Assistant Manager, Elementary and Middle School - FNS3</i>			
1) A high school diploma or Texas Education Agency-certified GED is required. 2) Minimum one (1) year as an FNS2 or experience approved by the FNS Director. 3) Certified at Level III. 4) ServSafe Certified.			

FNS4	Minimum	Midpoint	Maximum
Hourly	\$15.67	\$22.38	\$29.09
Position			Assigned Calendar
FNS Assistant Manager, Junior High and High School			173
Step Schedule for Hiring			
<i>FNS Assistant Manager, Junior High and High School - FNS4</i>			
1) A high school diploma or Texas Education Agency-certified GED is required. 2) Minimum one (1) year as an FNS3 or two (2) years as an FNS2 or experience approved by the FNS Director. 3) Certified at Level III. 4) ServSafe Certified.			

FNS5	Minimum	Midpoint	Maximum
Hourly	\$17.91	\$25.58	\$33.26
Position			Assigned Calendar
Probation Manager			180
Step Schedule for Hiring			
<i>Probation Manager - FNS5</i>			
1) A high school diploma or Texas Education Agency-certified GED is required. 2) Minimum two (2) years as an FNS3-FNS4 or experience and education approved by the FNS Director. 3) Level IV Certification. 4) ServSafe Certified.			

FNS6	Minimum	Midpoint	Maximum
Hourly	\$20.49	\$29.27	\$38.05
Position			Assigned Calendar
Commercial Refrigeration/ Appliance Technician			216
Warehouse Manager			216
Step Schedule for Hiring			
<i>Warehouse Manager - FNS6</i>			
1) A high school diploma or Texas Education Agency-certified GED is required.			
2) Minimum two (2) years of warehouse experience or education approved by the FNS Director.			

FNS7	Minimum	Midpoint	Maximum
Hourly	\$23.01	\$32.87	\$42.73
Position			Assigned Calendar
Mechanical/Distribution Supervisor			216
Step Schedule for Hiring			
<i>Mechanical/Distribution Supervisor - FNS7</i>			
1) A high school diploma or Texas Education Agency-certified GED is required.			
2) Minimum two (2) years of related experience or experience approved by the FNS Director.			
3) Level IV Certification.			

Stipends and Supplemental Pay for Supplemental Duties

A stipend is in addition to your regular salary. The start dates and end dates for the supplemental duty(ies) may differ from those under your employment contract with the district. Your stipend(s) include(s) payment for all duties, responsibilities, and additional time your supplemental duty(ies) may require. A stipend associated with a particular supplemental duty may be prorated if you do not complete the supplemental duty or if the supplemental duty is terminated for any reason.

Your supplemental duty(ies) is/are at will and is/are not part of your employment contract with the district. There is no property right to your continuation of the supplemental duty(ies). You may resign from one or more of these supplemental duties at any time, or the district may reassign or terminate one or more supplemental duties at any time.

General Stipends/Rates	Amount
Academic Decathlon - DHS, Sponsor/Coach	\$5,000.00
Allowances	
Digital Media	\$1,200.00
Travel	
Assistant Director of Energy Management	<i>Varies according to approximate travel/year based on mileage rate</i>
Attendance Intervention Specialist	
Director of Energy Management	
Director of Food and Nutrition Services	
Education Foundation Administrator	
Executive Director of Technology	
Lead Nurse	
Homebound/VI/Fine Arts Teachers	
Assessment Specialist (School Psychologist/DIAG)	\$1,500.00
Audio Visual/Radio Broadcast	\$4,500.00
AVID Tutors	
Adults	\$12.00/hour
Students	\$10.00/hour
Benefits	
Superintendent	<i>Negotiated by contract agreement As approved by Board of Trustees</i>
All other employees	
Bilingual	
Bilingual endorsement in Bilingual Classroom	\$3,000.00
Bilingual-Counselor, Diagnostician, Licensed Specialist in School Psychology (LSSP), Speech Pathologist (must demonstrate ability to provide and evaluate therapy), CCF.	\$3,000.00
Bilingual Interpreter (Clerical or Instructional)	\$500.00
Bilingual Specialist/ Dyslexia Specialist/ Instructional Specialist/ Interventionist	\$1,000.00

Board Meeting Video/Audio Recording (Technology Staff per Hour)	\$50.00
Bus Driver Training for Extracurricular Sponsors/Special Education Teacher	\$9/hour, not to exceed \$300
Career and Technology Student Organizations (CTSO)	
Level I	\$1,000.00
Level II	Level I + \$500 (\$1500.00 total)
Level III	Level II + \$500 (\$2000.00 total)
Cheerleader Coach	
High School	\$3,200.00
High School Assistant	\$1,200.00
High School Assistant (Freshman)	\$1,000.00
Junior High School	\$1,450.00
Child Find Team Leader	\$750.00
Critical Shortage (Secondary Math, Science, Foreign Language) <i>Must be Teacher of Record</i>	\$1,750.00
Cosmetology-Lead Teacher	\$3,500.00
DALC and DCC Assessment Coordinator	\$250.00
Drama	
High School	\$7,000.00
High School Assistant	\$5,000.00
Junior High School	\$1,600.00
Drill/Dance Team	\$6,000.00
Drill/Dance Team Assistant	\$2925.00
Drill (Junior High)	\$1,400.00
Dual Credit Instructor (# of dual credit students receiving credit per semester) <i>Total Dual Credit and/or OnRamps Students</i>	
5 to 9	\$1,000.00
10 to 19	\$1,600.00
20 to 29	\$2,200.00
30 to 39	\$2,800.00
40 to 49	\$3,400.00
50 to 59	\$4,000.00
60 to 69	\$4,600.00
70 to 79	\$5,200.00
80 to 89	\$5,800.00
90 to 99	\$6,400.00
100 to 109	\$7,000.00
110+	\$7,600.00
Extracurricular Media (Scoreboard)	\$4,500.00
Lead Librarian	\$2,000.00
Mentor	\$750.00
<i>Dependent upon Title II Federal Grant Funds</i>	
Musical (DHS)	\$2,000.00

Music/Band		
	High School, Band Director #1	\$18,000.00
	High School, Band Director #2	\$8,500.00
	High School, Band Director #3, 4 and 5	\$6,000.00
	High School, Percussion	\$1,000.00
	High School, Choir #1	\$6,250.00
	High School, Choir #2	\$4,000.00
	High School, Color Guard	\$1,000.00
	High School, Winter Guard	\$1,000.00
	Junior High School, Band Director #1	\$6,500.00
	Junior High School, Band Director #2 and #3	\$5,000.00
	Junior High School, Choir	\$3,000.00
	Middle School, Choir/Music	\$1,500.00
Parent Engagement Coordinator		
	Elementary/Middle School Campuses	\$1,500.00
	Junior High Campuses	\$1,750.00
	High School Campus	\$2,500.00
Science/History Fair, High School		\$1,000.00
Special Education		
	Transition Coordinator	\$2,000.00
	Campus Compliance Facilitator	\$2,500.00
	Life Skills, 18+, Mainstream	
	Teacher	\$1,000.00
	Paraprofessional	\$250.00
	Fragile/Medical Needs	
	Teacher	\$3,000.00
	Paraprofessional	\$500.00
Special Olympics		
	Special Olympics Coordinator (\$750 Fall; \$750 Spring)	\$1,500.00
	Coach (per sport)	\$250.00
Special Programs CBI/CBVI Bus Driver stipend (\$750 Fall; \$750 Spring) <i>(Requires a minimum of 10 documented CBI/CBVI trips/semester during the instructional day, updated annual bus training, and a copy of CDL on file with Transportation)</i>		\$1,500.00
Technology Liaison		\$1,500.00
Vocational		
	Agriculture Science Teacher (based on experience/involvement)	\$7,800.00

The following stipends will be paid on June 30th		
Department Head/Team Leader/Grade Level Chair		\$1,000.00
National Honor Society		
	High School	\$800.00
	Junior High School (amount may be split if two)	\$600.00
Newspaper		
	High School	\$800.00
	Middle/ Junior High School	\$300.00
Robotics		
	DHS Robotics Competition Sponsor	\$4,000.00
	Lead Robotics Sponsor (District)	\$750.00
	Robotics Sponsor (maximum 3 per campus)	\$500.00
	Out-of-District	\$650.00
Science/History Fair		\$1,000.00
Special Olympics (per sport)		\$250.00
Student Council		
	High School	\$800.00
	Junior High School	\$800.00
	Middle School	\$400.00
UIL (Coordinator is Director of Advanced Academics)		
Assistant Directors (3)		\$500.00
UIL (K-8) Events		
	1st Event	\$400.00
	2nd Event	\$250.00
	Each Additional Event AFTER 2nd	\$100.00
	Quiz Bowl Sponsor (JH Only)	\$400.00
UIL (9-12) Events		
	1st Event	\$600.00
	2nd Event	\$500.00
	Each Additional Event AFTER 2nd	\$250.00
	UIL Spring Events	\$1,600.00
	Speech/Debate Coach	\$2,500.00
	Speech/Debate Coach, Assistant	\$2,000.00
	UIL Coordinator	\$2,500.00
Yearbook		
	High School	\$1,250.00
	Junior High School	\$800.00
	Middle School	\$750.00

Athletic Stipends

Coaching Assignment	Stipend		
	Min	Mid	Max
GENERAL ATHLETICS			
Head Athletic Trainer	\$17,600		
Asst. Athletic Trainer (3)	\$12,850		
Girls JH Coordinator (per campus)	\$3,000	\$3,500	\$4,000
Boys JH Coordinator (per campus)	\$3,000	\$3,500	\$4,000
Strength and Conditioning Coach	\$12,500		
Assistant Strength and Condition	\$7,300		
Academic Advisor	\$1,100		
BASEBALL	Min	Mid	Max
Varsity Head	\$8,250	\$9,250	\$10,250
Varsity Assistant	\$5,550	\$6,050	\$6,550
JV Blue	\$3,750	\$4,250	\$4,750
JV White	\$3,750	\$4,250	\$4,750
BASKETBALL	Min	Mid	Max
Varsity Head (boys/girls)	\$8,400	\$9,400	\$10,400
JV Head (varsity assistant boys/girls)	\$5,400	\$5,900	\$6,400
Varsity Asst. Boys (9th A, assist soph)	\$3,900	\$4,400	\$4,900
Varsity Asst. Girls (assist 9th and JV)	\$3,900	\$4,400	\$4,900
Soph (boys)	\$3,000	\$3,500	\$4,000
9th Grade (boys/girls)	\$3,000	\$3,500	\$4,000
8th Grade Head (boys)-per campus	\$2,750	\$3,150	\$3,550
8th Grade head (girls)-campus	\$2,750	\$3,150	\$3,550
8th Asst. (boys)-per campus	\$2,000	\$2,400	\$2,800
8th Asst. (girls)-per campus	\$2,000	\$2,400	\$2,800
7th Head (boys)-per campus	\$2,250	\$2,650	\$3,050
7th Head (girls)-per campus	\$2,250	\$2,650	\$3,050
7th Asst.(boys)-per campus	\$1,750	\$2,150	\$2,550
7th Asst. (girls)-per campus	\$1,750	\$2,150	\$2,550
FOOTBALL	Min	Mid	Max
Varsity Assistant Head Coach	\$4,500		
Defensive Coordinator	\$11,500	\$12,500	\$13,500
Offensive Coordinator	\$11,500	\$12,500	\$13,500
Special Teams Coordinator	\$11,500	\$12,500	\$13,500

Varsity Assistant (8)	\$7,600	\$8,600	\$9,600
JV Head	\$7,550	\$8,550	\$9,550
JV Assistant (2)	\$7,300	\$8,300	\$9,300
9th Head	\$7,550	\$8,550	\$9,550
9th Assistant (2)	\$7,300	\$8,300	\$9,300
9th Assistant	\$7,300	\$8,300	\$9,300
8th Head (per campus)	\$6,000	\$6,400	\$6,800
8th Assistant (3 per campus)	\$3,750	\$4,150	\$4,550
7th Head (per campus)	\$4,250	\$4,650	\$5,050
7th Assistant (3 per campus)	\$3,500	\$3,900	\$4,300
Equipment Coordinator	\$3,150	\$3,550	\$3,950
Video Coordinator	\$1,750	\$2,150	\$2,550
Varsity Statistician	\$900		
Varsity Video	\$900		
GOLF	Min	Mid	Max
Varsity Head (boys & girls)	\$4,000	\$5,000	\$6,000
POWERLIFTING	Min	Mid	Max
Varsity Head	\$6,400	\$7,400	\$8,400
Varsity Asst/JV	\$2,000	\$2,500	\$3,000
SOCCER	Min	Mid	Max
Varsity Head (boys/girls)	\$6,050	\$7,050	\$8,050
Varsity Assistant (boys/girls)	\$3,450	\$3,950	\$4,450
JV (boys/girls)	\$2,550	\$3,050	\$3,550
9th (boys/girls)	\$2,550	\$3,050	\$3,550
Jr. High (boys/girls)-per campus	\$500	\$900	\$1,300
SOFTBALL	Min	Mid	Max
Varsity Head	\$8,250	\$9,250	\$10,250
Varsity Assistant	\$5,550	\$6,050	\$6,550
JV Blue	\$3,750	\$4,250	\$4,750
SWIMMING	Min	Mid	Max
Varsity Head (Boys/Girls)	\$6,000	\$7,250	\$8,250
Assistant	\$2,250	\$3,250	\$4,250
TENNIS	Min	Mid	Max
Varsity Head	\$6,400	\$7,400	\$8,400
Varsity Assistant/JV	\$2,050	\$2,550	\$3,050
9th	\$2,050	\$2,550	\$3,050
Jr. High (boys per campus)	\$800	\$1,200	\$1,600
Jr. High (girls per campus)	\$800	\$1,200	\$1,600

TRACK	Min	Mid	Max
Varsity head (boys/girls)	\$7,750	\$8,750	\$9,750
Varsity Assistant (field events boys)	\$5,000	\$5,500	\$6,000
Varsity Assistant (field events girls)	\$5,000	\$5,500	\$6,000
JV (boys/girls)	\$4,000	\$4,500	\$5,000
9th (boys)	\$3,000	\$3,500	\$4,000
X-Country Varsity/JV (boys)	\$3,500	\$4,500	\$5,500
X-Country Varsity/JV (girls)	\$3,500	\$4,500	\$5,500
X-Country Jr. High (boys per campus)	\$1,500	\$1,900	\$2,300
X-Country Jr. High (girls per campus)	\$1,500	\$1,900	\$2,300
Jr. High Head (boys per campus)	\$3,000	\$3,400	\$3,800
Jr. High Head (girls per campus)	\$3,000	\$3,400	\$3,800
Jr. High Assist (boys) 3 per campus	\$1,000	\$1,400	\$1,800
Jr. High Assist (girls) 3 per campus	\$1,000	\$1,400	\$1,800
VOLLEYBALL	Min	Mid	Max
Varsity Head	\$8,400	\$9,400	\$10,400
Varsity Assistant	\$5,400	\$5,900	\$6,400
JV Head	\$4,350	\$4,850	\$5,350
9th Head	\$3,900	\$4,100	\$4,600
9th Assistant	\$3,000	\$3,500	\$4,000
8th Head (per campus)	\$2,750	\$3,150	\$3,550
8th Assistant (per campus)	\$2,000	\$2,400	\$2,800
7th Head (per campus)	\$2,250	\$2,650	\$3,050
7th Assistant (per campus)	\$1,750	\$2,150	\$2,550

Extra-Curricular Pay Scale

Extra-Curricular Assignment	Amount
Varsity Football Games	<u>Per Game</u>
Administrative Ushers	\$60.00
Gate Ushers	\$60.00
FNS Concession Supervision (1)	\$200.00
FNS Concession Manager (3)	\$150.00
FNS Concession Workers	\$110.00
Announcers (2)	\$50.00
Pass Gate	\$60.00
Scoreboard / Spotter	\$50.00
Radio Coordinator	\$50.00
Head Ticket Coordinator (1)	\$100.00
Ticket Seller	\$55.00
Ticket Taker	\$50.00
Parking Attendants	\$60.00
Press Box Supervisor (3)	\$95.00
Special Events are events and games not sponsored by DISD	<u>Per Hour</u>
Stadium/Gym Manager/Equipment Manager	\$50.00
Support staff will be paid on the Varsity Football Pay Scale	
Stadium Video Board Operator (as needed per game)	\$200.00
Sub-Varsity Football Games	<u>Per Game</u>
Announcer/Clock	\$25.00
Chain Crew	\$20.00
Ticket Seller/Taker	\$25.00
Other Sports	<u>Per Game</u>
Baseball/Softball Ticket Seller/Taker	\$35.00
Baseball/Softball Books/Clocks/Announcer	\$25.00
Basketball Books/Clock/Announcer	\$25.00
Basketball Ticket Seller/Taker	\$30.00
Basketball Concession	\$25.00
Soccer Books/Clock	\$25.00
Soccer Ticket Seller/Taker	\$30.00
Track (District Meet) Starter	\$25.00/Hour-\$150.00/Day
Volleyball Books/Clock	\$25.00
Volleyball Ticket Seller/Taker	\$30.00
Other Extracurricular Events	<u>Per Hour</u>
Graduation Ceremony	Varsity Football Pay Scale
Ticket Seller (Season Tickets, Playoffs, One-Act Play, etc.)	\$15.00
Junior High School Games	<u>Per Game</u>
Football Books/Clock	\$25.00
Basketball Books/Clock	\$25.00
Ticket Seller	\$25.00
Volleyball Books/Clock	\$25.00
Auditorium Facilities	<u>Per Event</u>
Auditorium Manager	\$60.00
Operation of Sound and Lights	\$60.00

Custodial for All Events The number of custodians determined by the Director of Custodial Services	Per Hour Based on an hourly rate
Security Pay (4-hour minimum) Monday - Thursday Friday - Sunday Special Events (includes graduation, Mardi Gras, rentals, etc.) Sergeant (Administrative/scheduling duties) Extracurricular Activities Security Guard	Per Hour \$35.00 \$40.00 \$45.00 \$40.00 \$20.00 \$20.00

Extra Duty Pay

Agreement Form Required

Each occasion resulting in extra duty pay will require the full and accurate completion of an Extra Duty Agreement form. The original must be submitted *prior to the extra duty begin date* and maintained on file in the Human Resources office.

Responsibility for Notification

Project directors are responsible for ensuring proper notification through the payroll process when employees are to receive extra duty pay under the below conditions.

Special Circumstances

For special circumstances not covered below, the Superintendent's advance written approval/authorization is required.

REMINDER:

An Extra Duty Agreement is required for any duty performed by an employee *in addition to* his/her contract or scheduled employee calendar. In short, employees are not allowed to receive extra duty compensation while performing duties during regular operating hours (including personal, sick, and state days).

Summer Activity Pay Schedule	Pay Not to Exceed
Summer Help	
Employee/Retiree	\$25.00/hour
Student Helpers	\$15.00/hour
Summer Recreation Program	
Coordinator	\$30.00/hour
Teacher	\$25.00/hour
Instructional Paraprofessional	\$10.00/hour

Professional Staff

The following scale is used for extra duty pay for professional staff (Teachers, Registered Nurses, LVNs, Librarians, Specialty personnel, and Administrators).

Notes: Any preparation time that is reimbursable requires prior approval of appropriate Educational Services Department Staff and is not to exceed two hours per day (without prior approval of the Superintendent).

Professional Staff Extra Duty Pay Schedule	Pay Not to Exceed
Attendance at required staff development, study groups, etc., if on a Saturday or during the summer months. <i>(Exception if paid by a grant, the time needed during the work week [outside typical school day] may be reimbursed, providing prior specific approval is granted by the Superintendent [or designee], and there is no expense to local funds.)</i>	\$18.00/hour of seat time (attendance); not to exceed \$110.00/day
Curriculum work as directed by the appropriate Educational Services Department Staff. Also, for presentation of workshops and related pre-approved preparation time. Translation of materials.	\$30.00/hour; not to exceed \$240.00/day
Direct instruction of students or parents in a classroom setting, such as summer school and related pre-approved preparation time. Includes homebound instruction and summer test administration.	\$35.00/hour; not to exceed \$280.00/day
Specialty/Support positions to provide services for the extended school year (Speech Pathologist, LSSP, Diagnostician, OT/PT, Behavior Specialist).	Days beyond work calendar \$45.00/hour
Individual student testing/interpretation/report writing for dyslexia or special education students. Amounts above "not to exceed" require Executive Director approval. <i>Timesheet submittal required.</i>	\$45.00/hour; not to exceed: Dyslexia Evaluation - \$625.00 Psycho-educational Evaluation - \$750.00 Psychological Evaluation - \$1100.00
Administration of Summer School Programs.	Days beyond the work calendar are based on the employee's base daily rate. Paid either 1/2 or full day basis (min 3 hrs.)
Teachers who are certified trainers from outside providers provide training for staff during non-contract days. <i>Examples: Teachers qualified as TOTs for ABYDOS, Thinking Maps, etc.</i>	Current year's daily rate or rate required by the outside certified agency/company.
Specialized consultant services provided to band/choir students and performed outside the employee's scheduled work assignment.	\$75.00/hour; not to exceed \$125.00/hour
Specialized consultant services provided to administrative positions.	\$125/hour
UHCL Clinical Teacher 2 Supervisor	\$1000 per Clinical Teacher
Accompanist services performed outside the employee's scheduled work assignment (piano, guitar, etc.)	\$25.00/hour
Fine Arts Teachers who act as Solo Contest and UIL Concert Contest Adjudicators performed outside of the employee's scheduled work assignment.	\$150.00 - \$200.00/day; not to exceed \$50.00/hour
Other special assignments/duties (Such as athletic competition duty, i.e., gate, field, weight room, etc.) Athletic Camps paid from activity account funds- price per hour set by Athletic Department	\$15.00/hour; not to exceed \$25.00/hour

Paraprofessional Staff

Use the following scale for extra duty pay for paraprofessional staff.

Notes: During a workweek, a paraprofessional may not be assigned more than 40 hours of work in the same or similar job without the benefit of time plus one-half (time and a half) pay for work beyond 40 hours. The Executive Director of Human Resources shall be consulted prior to arranging any such pay agreement. In lieu of time plus one-half pay, the employee may be allowed to trade off one and one-half hours (s) of regularly scheduled work time for each hour beyond 40 hours in a work week. Such arrangement must be agreed to, in advance, by the employee and each direct or indirect supervisor.

Paraprofessional Staff Extra Duty Pay Schedule	Pay Not to Exceed
Attendance at required staff development, study groups, etc., if on a Saturday or during the summer months.	\$12.00/hour of seat time (attendance); not to exceed \$84.00/day
Job Coaching of students, working directly with students, such as summer school.	\$15.00/hour; not to exceed \$105.00/day
Translation of materials	\$23.00/hour; not to exceed \$160.00/day
Other special assignments/duties (such as summer school secretary, athletic competition duty, i.e., gate, field, selling season tickets, etc.)	The amount is as per the PCT/extracurricular (daily/hourly rate) scale, which the Executive Director of Human Resources communicated to the employee in advance.

Special Duty Salary Schedule

Substitutes

Day to Day Substitutes - less than 11 consecutive days in the same assignment.

Long Term* Substitute - 11 to 30 consecutive days in the same assignment.

Permanent Substitute - 31 or more consecutive days in the same assignment.

Substitutes are allowed to miss one unpaid day in any twenty (20) day period for personal or family illness and still retain long-term or permanent substitute status.

Note: Same assignment = Same Teacher/Same Location

Substitute Teacher Salary Schedule	Full Day	1/2 Day
<i>Non-certified</i>		
Day to Day	\$90.00	\$45.00
Long Term	\$115.00	N/A
Permanent	\$120.00	N/A
<i>Certified (valid Texas) or Certified (other state)</i>		
Day to Day	\$120.00	
Long Term	\$155.00	
Permanent	\$160.00	
Substitute Paraprofessional Salary Schedule		
	Full Day	1/2 Day
Day to Day	\$80.00	\$40.00
Long Term	\$110.00	\$55.00
Substitute Counselor Salary Schedule		
Day to Day	Full Day \$250.00	
Substitute Salary Schedule - All Others		
As approved by the Superintendent: <ul style="list-style-type: none"> -Must be approved at or above the minimum wage rate as set by the Federal Government -Non-certified teaching positions approved on an individual basis by the Superintendent -Not to exceed 90% of the rate of full-time employees -Sub counselor/ retired teachers hired on SAA, the daily rate is based on years of service at retirement 		

**DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT**

Meeting Date: July 22, 2024

Item Title: Resolution House Bill 547 for 2024-2025

Agenda Item: Robert Cobb

Background Information:

House Bill 547 allows school districts to “Opt in” or “Opt out” of allowing home-school participation in UIL activities.

Recommendation:

The Superintendent and Assistant Superintendent for Administration recommend the Resolution to “Opt out” of allowing homeschool participation in UIL activities for the 2024-2025 school year.

Action Item: Yes No

DICKINSON INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES
RESOLUTION – HOUSE BILL 547

WHEREAS, the 87th Texas Legislature enacted House Bill 547 (“HB 547”) regarding the authorization of access to University Interscholastic League (“UIL”) sponsored activities by non-enrolled students;

WHEREAS, HB 547 establishes Texas Education Code Section 33.0832 that provides that a public school that participates in a UIL-sponsored activity may provide a non-enrolled student residing in the school district, including a homeschooled student, the opportunity to participate in a UIL-sponsored activity in the same manner that the school provides the opportunity to participate to students enrolled in the school;

WHEREAS, the Dickinson Independent School District (“DISD”) is a public school that participates in UIL-sponsored activities for purposes of Texas Education Code Section 33.0832;

WHEREAS, UIL has established the deadline of August 1, 2023 for schools subject to Section 33.0832 to opt into or out of allowing homeschooled students to participate in UIL activities for the 2023-2024 school year, and for those students to be eligible for varsity athletics;

WHEREAS, the Dickinson Independent School District Board of Trustees (the “Board”) has determined that it is not in the best interests of the DISD to opt into homeschool participation in UIL activities for the 2023-2024 school year and will notify UIL of its decision;

THEREFORE BE IT RESOLVED THAT the Board of Trustees of the Dickinson Independent School District supports the Superintendent’s completion of the UIL Home School Participation Declaration to opt out of participation of homeschooled students residing in the boundaries of DISD in UIL-sponsored activities for the 2024-2025 school year.

PASSED BY VOTE AND APPROVED this _____ day of _____, 2024.

President, Board of Trustees, Dickinson Independent School District

Secretary, Board of Trustees, Dickinson Independent School District

DICKINSON INDEPENDENT SCHOOL DISTRICT

BOARD AGENDA DOCUMENT

Meeting Date: July 15, 2024

Item Title: Proposed Prekindergarten Tuition Rate 2024-2025

Agenda Item: Dr. Jeff Pack

Background Information:

We currently offer tuition-based prekindergarten to four-year-old children of employees on a space-available basis. The tuition rate must be approved by the Commissioner of Education. We propose the tuition be set at \$4,000 per year.

Recommendation:

The Superintendent and Deputy Superintendent for Educational Services recommend the board approve tuition-based prekindergarten for four-year-old children of employees on a space-available basis at a rate of \$4,095 per year.

Action Item: Yes No

Motion made by _____ **seconded by** _____ **vote** _____

DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024
Item Title: High School Food Serving Line Renovation
Agenda Item: Ryan Boone

Background Information:

Food and Nutrition Service advertised and received competitive sealed proposals to renovate the serving lines in the cafeteria at Dickinson High School. The renovation will allow for meals to be served directly to students from a serving line rather than packaging hot meals. This will increase the quality of the food served and allow more flexibility in serving different menu items throughout the year. The cost is \$417,869.00. The funding source will be Food Nutrition Services budget.

Recommendation:

The Superintendent, Deputy Superintendent for Business and Operations and Director of Food Nutrition Services recommend awarding Kommercial Kitchens the proposal for \$417,869.00.

Action Item: X Yes No

Motion made by _____ **seconded by** _____ **vote** _____

DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024
Item Title: Board Policy FDA(LOCAL)
Agenda Item: Robert Cobb

Background Information:

Board Policy FDA(LOCAL) addresses Interdistrict Transfers. The current budget deficit has caused DISD to review ways to increase our revenue. District administration has determined that campuses K-8 have space within certain grade levels. The district is asking the board to adjust policy to allow the district to accept a limited number of Nonresident students attend campuses with available space. This is a locally developed policy update and not from TASB.

Recommendation:

The Superintendent and Assistant Superintendent recommend approval of Board Policy FDA(LOCAL).

Action Item: X Yes No

Motion made by _____ **seconded by** _____ **vote** _____

Transfer Requests

In general, a nonresident student shall not be permitted to attend District schools.

Exceptions

*Resident Who
Becomes a
Nonresident*

A resident student who becomes a nonresident shall have the option of remaining enrolled in District schools until the end of the grading period (six weeks/nine weeks, as applicable) in which the move occurs. Under extenuating circumstances, the Superintendent or designee may extend the enrollment for an additional grading period. The school of attendance shall be the school in which the student was enrolled when the parents, guardians, or other persons having lawful control under court order lived in the District.

Juniors

A nonresident junior student who was a resident of the District and attended the same District high school during the preceding two years shall be allowed to continue to attend that high school until the student graduates, provided academic, disciplinary, and attendance records are satisfactory.

Seniors

A nonresident senior student who was a resident of the District and attended the same District high school during the preceding three years shall be allowed to continue to attend that high school until the student graduates provided academic, disciplinary, and attendance records are satisfactory.

*Nonresident
District Employee*

A nonresident full-time employee may request that his or her child or grandchild be admitted into District schools, for as long as the employee works for the District, by completing an online application. Transfers may be granted by the Superintendent or designee. Once a transfer is granted, the student shall be allowed to attend the schools in the prekindergarten through grade 12 feeder pattern of the school for which the transfer was granted, for as long as the employee remains employed with the District, unless the transfer is revoked in accordance with the factors established in this policy. A student becomes ineligible for transfer when the employment relationship ends, except in the event of retirement or death of the employee, as detailed below. A transfer student shall be allowed to complete the school year in progress when the employment terminates but is not eligible to attend District schools the following school year.

**Retirement of
Nonresident
Employee**

In the event of retirement from the District of a nonresident employee whose child or grandchild has been granted a transfer into the District under this policy, all of the employee's children or grandchildren who were granted transfers under this policy may continue to be eligible to attend District schools until graduation.

Death of
Nonresident
Employee

In the event of death of a nonresident employee whose child or grandchild has been granted a transfer into the District under this policy, all of the employee's children or grandchildren who were granted transfers under this policy may continue to be eligible to attend District schools until graduation.

Contract for
Purchase

With written approval from the Superintendent or designee, a nonresident student may be admitted into District schools at the beginning of a semester, if the following are met:

1. The student's parent/guardian has a home under construction within the boundaries of the District;
2. The student's parent/guardian has signed the contract for the purchase of the home, and the home is scheduled and intended to be completed and occupied within the semester. A rental or lease agreement shall constitute a residence if the rented or leased property is declared as the legal domicile of the parent/guardian; and
3. The student's parent/guardian agrees to provide all needed transportation to the student.

Authority to
Approve Transfers

For the reasons listed above, the Superintendent is authorized to accept or reject any transfer request, provided that such action is without regard to race, religion, color, sex, disability, national origin, or ancestral language.

Factors

A transfer shall not be approved that would limit the educational opportunities of resident students.

In approving transfers, the Superintendent or designee shall consider availability of space and instructional staff and the student's disciplinary history records, academic records, and attendance records.

If approved, a transfer shall be on a tuition-free basis. Transfer requests shall be submitted on the District transfer form.

The transfer application shall notify the transfer student that he or she must follow all rules and regulations of the District. Violation of the District's rules and regulations may result in a transfer request being revoked for the following year. In addition, a transfer request may be revoked when the principal establishes that a student:

1. Has been truant;
2. Has failed to maintain satisfactory conduct;
3. Has failed to maintain passing grades; or
4. Has failed to be punctual.

Assignments

The Superintendent or designee shall assign an interdistrict transfer student to an appropriate District school. Assignment shall be based on District need rather than student or parent preference. Criteria used by the Superintendent to determine assignment shall include:

1. The impact of additional students on a particular campus; and
2. Any other consideration affecting campus placement.

Children of nonresident employees shall be assigned to the campus nearest to the employee's place of work that has space available, as determined by the appropriate assistant superintendent or designee.

Assignments shall be reviewed annually to determine the impact on the District. The annual review shall also include a report indicating the number of students transferred and the schools to which they were assigned.

Transportation

Transportation shall not be provided for interdistrict transfers students unless required by law.

Appeals

Any appeals shall be made in accordance with FNG(LOCAL) and GF(LOCAL), as appropriate.

**DICKINSON INDEPENDENT SCHOOL DISTRICT
AGENDA DOCUMENT**

Meeting Date: July 22, 2024

Item Title: TASB Region 4 Board of Directors Endorsement

Agenda Item: Dr. Rebecca Brown

Background Information:

Tony Hopkins, Friendswood ISD, requested endorsement from the Dickinson ISD Board of Trustees.

Recommendation:

The floor is open to a recommendation for endorsement.

Action Item: Yes No

Motion made by _____ **seconded by** _____ **vote** _____



TASB ENDORSEMENT FORM

DATE: July 22, 2024

Our school board endorses the candidacy of the following individual nominated to fill a position on the TASB Board of Directors.

CANDIDATE INFORMATION

NAME: Tony Hopkins

SCHOOL DISTRICT: Friendswood ISD

This endorsement was approved by our school district's board of trustees at a duly called meeting on July 22, 2024

Best regards,

(Signature of board president or officer)

PRINTED NAME: Corey Magliolo

SCHOOL DISTRICT: Dickinson ISD

MAILING ADDRESS: 2218 FM 517

CITY: Dickinson ZIP: 77539

This form is to be used to endorse a nominated individual from a board of trustees within your TASB Region who is a timely candidate for a position on the TASB Board of Directors.

Must be received by TASB on or before AUGUST 29, 2024.

RETURN TO: E-mail: boardcommunications@tasb.org

**DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT**

Meeting Date: July 22, 2024

Item Title: Approval of Agenda Items A-J

Agenda Item: Dr. Rebecca Brown

Background Information:

Agenda Items:

- A. Quarterly Investment Report
- B. JJAEP Memorandum of Understanding
- C. TLC Day Memorandum of Understanding
- D. Detention and TLC Residential Memorandum of Understanding
- E. CAP Memorandum of Understanding
- F. Galveston College Instructional Agreement for Dual Credit
- G. School Liaison Officer Amendment
- H. SLO School Administrative Position Amendment
- I. Food and Nutrition Service Charge Procedures and Meal Pricing
- J. Consent Agenda Items

Recommendation:

The Superintendent recommends approval of Agenda Items A-J.

Action Item: Yes No

Motion made by _____ **seconded by** _____ **vote** _____

DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024
Item Title: Quarterly Investment Report
Agenda Item: Ryan Boone / Kelly Logsdon

Background Information:

Attached is the quarterly investment report for March 1, 2024 through May 31, 2024 and comparison data for prior years.

Recommendation:

The Superintendent, Deputy Superintendent for Business and Operations and the Executive Director of Business Operations recommend approval of the quarterly investment report for March 1, 2024 through May 31, 2024.

Action Item: Yes No

DICKINSON INDEPENDENT SCHOOL DISTRICT

Quarterly Investment Report

March 1, 2024 - May 31, 2024

This report has been prepared according to the requirements of Texas Government Code Chapter 2256 and I hereby certify that all investment activities are in compliance with local and state investment policy.



Ryan Boone
Deputy Superintendent for Business & Operations



Kelly Logsdon
Executive Director of Business Services



Leslie Hudson
Executive Director of Payroll



Laura Lambert
Senior Accountant

**Dickinson Independent School District
Investments by Government Pools
OPERATING**

Monthly Cash Balance By Government Pool

Pool	September	October	November	December	January	February	March	April	May	June	July	August
Logic	4,877,077	4,900,035	4,922,426	4,945,592	4,968,733	4,990,372	5,013,570	5,036,046	5,059,232			
Texas Class	2,282,528	299,778	301,157	302,586	304,009	3,817,928	3,835,640	1,847,999	853,246			
Gulf Coast EFCU	5,324,321	5,387,690	5,403,510	5,460,498	5,460,498	5,460,498	5,483,143	5,532,564	5,532,564			
Texas Range	11,829,022	11,922,482	12,148,128	12,176,425	12,178,657	12,254,896	12,290,468	12,290,481	10,430,448			
Texas FIT	2,751,216	2,762,164	1,772,181	1,780,594	7,487,965	8,745,535	8,284,462	2,105,769	2,115,574			
Total	27,064,164	25,272,149	24,547,402	24,665,695	30,399,862	35,269,229	34,907,283	26,812,859	23,991,064	0	0	0
Net Change	541,676	-1,792,015	-724,747	118,293	5,734,167	4,869,367	-361,946	-8,094,424	-2,821,795	0	0	0

Monthly Interest Earned by Government Pool

Pool	September	October	November	December	January	February	March	April	May	June	July	August	Total
Logic	22,015	22,957	22,392	23,166	23,141	21,639	23,198	22,476	23,186				204,170
Texas Class	5,502	7,502	1,379	1,429	1,423	15,342	17,711	12,359	5,248				67,895
Gulf Coast EFCU	0	63,369	15,820	56,988	0	0	0	49,421	0				185,598
Texas Range	9,348	93,459	225,646	28,298	2,232	76,239	35,571	14	139,966				610,773
Texas FIT	4,813	12,567	10,018	8,412	27,371	37,571	38,927	21,305	9,805				170,789
Total	41,678	199,854	275,255	118,293	54,167	150,791	115,407	105,575	178,205	0	0	0	1,239,225

Investment Holdings

Pool	Settlement Day	Description	Maturity Date	Rate	Investment Amount	Estimated Value at Maturity
Texas Range	3/6/24	TERM	6/10/24	5.3600%	2,500,000	2,535,244
Texas Range	5/16/24	TERM	8/6/24	5.3900%	2,051,593	2,076,436
Texas Range	3/20/24	TERM	6/11/24	5.4200%	1,213,144	1,228,096
Gulf Coast EFCU	11/8/23	12 month super jumbo cd #20	11/7/24	5.6000%	2,729,386	2,882,232
Gulf Coast EFCU	3/1/24	12 month super jumbo cd #21	3/1/25	4.8000%	2,674,123	2,802,481
Total					11,168,246	11,524,489

**Dickinson Independent School District
Ten Year Balance History
OPERATING**

Cash Balance												
Year	September	October	November	December	January	February	March	April	May	June	July	August
2014-15	35,424,432	35,916,810	32,168,575	30,170,343	37,172,376	43,174,634	43,180,250	37,192,580	34,194,538	29,915,239	29,801,034	33,206,830
2015-16	37,207,179	40,219,426	38,237,442	44,247,411	47,234,787	51,247,183	47,256,444	44,266,883	41,282,996	38,295,541	38,312,411	39,347,700
2016-17	45,375,666	43,431,962	49,417,925	50,435,468	52,461,542	60,498,394	53,529,331	50,551,891	46,633,422	43,664,587	42,738,360	43,780,279
2017-18	48,798,756	48,844,463	49,870,305	54,895,049	60,931,901	61,045,981	61,097,442	58,211,038	52,278,091	47,337,052	47,699,614	47,798,402
2018-19	48,850,615	51,322,653	49,424,925	49,577,250	58,615,471	66,723,974	61,851,069	55,958,121	54,093,282	54,191,449	51,801,768	53,705,255
2019-20	60,888,636	60,012,550	53,703,105	59,432,691	69,487,534	75,855,044	69,727,150	63,806,409	56,704,668	53,727,163	49,747,402	47,867,920
2020-21	53,739,783	56,849,350	54,915,997	50,921,104	65,940,917	71,802,263	62,956,494	56,970,934	53,975,862	48,977,167	45,997,208	45,907,822
2021-22	45,798,755	41,818,996	44,825,184	41,826,337	56,340,645	62,345,147	57,357,687	46,374,414	46,392,180	43,410,477	37,431,833	34,657,889
2022-23	35,795,592	29,233,869	27,369,644	31,888,920	48,315,351	56,465,403	50,740,505	42,156,348	40,886,624	30,637,772	29,789,600	26,522,488
2023-24	27,064,164	25,272,149	24,547,402	24,665,695	30,399,862	35,269,229	34,907,283	26,812,859	23,991,064	0	0	0

Interest Earned													
Year	September	October	November	December	January	February	March	April	May	June	July	August	Total
2014-15	2,398	2,379	1,763	1,771	2,032	2,259	5,616	2,329	1,928	1,473	5,052	5,793	34,793
2015-16	2,576	15,223	19,877	9,967	8,922	10,937	12,261	10,438	16,112	8,314	7,959	8,649	131,235
2016-17	27,873	56,292	22,719	17,517	26,072	36,854	32,414	22,559	81,532	31,166	75,553	43,414	473,965
2017-18	18,701	45,705	25,842	24,744	36,852	114,080	51,464	113,593	67,056	58,960	36,309	98,546	691,852
2018-19	52,213	51,496	102,270	152,248	38,219	108,503	127,096	107,053	135,158	98,168	110,320	103,487	1,186,231
2019-20	183,412	123,914	190,554	229,582	64,449	148,273	81,744	79,261	48,258	22,394	20,339	120,719	1,312,899
2020-21	71,663	109,596	66,647	5,107	19,813	3,727	11,850	14,442	11,662	1,315	20,041	941	336,804
2021-22	607	20,241	6,089	1,253	14,307	4,501	12,541	16,727	17,764	18,298	21,354	63,328	197,010
2022-23	37,703	43,680	35,775	29,274	116,431	150,053	175,102	217,193	232,974	51,149	153,038	134,264	1,376,636
2023-24	41,678	199,854	275,255	118,293	54,167	150,791	115,407	105,575	178,205	0	0	0	1,239,225

**Dickinson Independent School District
Investments by Government Pools
DEBT SERVICE**

Monthly Cash Balance By Government Pool

Pool	September	October	November	December	January	February	March	April	May	June	July	August
Texas Class	2,591,615	2,603,869	3,616,156	6,157,811	20,736,701	6,658,286	6,669,141	7,560,405	7,595,236			
Texas Range	13,724,624	13,795,910	13,795,912	13,795,914	13,988,637	13,996,493	13,996,530	14,075,565	18,222,516			
Total	16,316,239	16,399,779	17,412,068	19,953,725	34,725,338	20,654,779	20,665,671	21,635,970	25,817,752	0	0	0
Net Change	109,014	83,540	1,012,289	2,541,657	14,771,613	-14,070,559	10,892	970,299	4,181,782	0	0	0

Monthly Interest Earned by Government Pool

Pool	September	October	November	December	January	February	March	April	May	June	July	August	Total
Texas Class	11,732	12,254	12,287	14,114	67,840	62,348	30,855	30,292	34,830				276,552
Texas Range	97,281	71,286	2	2	192,723	7,857	36	79,036	264,898				713,121
Total	109,013	83,540	12,289	14,116	260,563	70,205	30,891	109,328	299,728	0	0	0	989,673

Investment Holdings

Pool	Settlement Day	Description	Maturity Date	Rate	Investment Amount	Estimated Value at Maturity
Texas Range	5/14/24	TERM	8/7/24	5.3900%	7,597,202	7,692,562
Texas Range	5/31/24	TERM	9/3/24	5.4200%	3,882,052	3,935,087
Texas Range	4/23/24	TERM	10/23/24	5.4400%	2,860,630	2,938,652
Total					14,339,884	14,566,301

**Dickinson Independent School District
Ten Year Balance History
DEBT SERVICE**

Cash Balance												
Year	September	October	November	December	January	February	March	April	May	June	July	August
2014-15	6,013,341	6,013,801	6,614,265	7,764,977	4,347,401	9,797,771	9,798,759	9,799,823	9,800,935	11,401,139	6,076,125	6,271,565
2015-16	6,271,747	6,272,836	6,274,064	6,275,586	13,585,808	10,494,059	13,499,830	13,506,038	13,512,728	13,118,516	7,791,542	451,144
2016-17	8,800,969	8,232,509	8,395,035	14,153,316	21,118,977	15,030,408	16,043,182	16,056,998	16,071,682	16,038,748	9,902,306	10,504,567
2017-18	10,515,229	10,526,471	11,037,856	15,195,447	21,122,320	17,410,151	17,428,591	17,448,473	17,476,685	18,905,724	18,052,557	12,031,994
2018-19	12,053,324	12,650,208	13,661,610	15,676,395	25,517,327	15,284,969	16,313,373	16,341,893	16,370,722	16,380,746	16,545,345	10,814,880
2019-20	10,815,814	10,816,728	10,645,783	11,662,217	23,598,646	14,291,236	15,297,072	19,059,354	16,605,453	17,008,551	10,793,267	10,820,839
2020-21	10,820,918	10,906,499	11,903,157	13,903,344	22,716,559	17,116,740	17,120,978	19,121,459	19,122,035	19,126,457	12,027,471	12,027,546
2021-22	12,027,608	12,027,671	14,027,782	17,028,024	10,865,597	18,869,307	18,871,329	18,894,116	18,899,891	18,907,854	18,530,783	12,167,176
2022-23	12,174,626	13,595,423	13,604,981	19,623,777	32,143,094	21,802,190	18,896,886	21,631,445	21,667,616	22,704,564	22,569,213	16,207,225
2023-24	16,316,239	16,399,779	17,412,068	19,953,725	34,725,338	20,654,779	20,665,671	21,635,970	25,817,752	0	0	0

Interest Earned													
Year	September	October	November	December	January	February	March	April	May	June	July	August	Total
2014-15	447	459	465	572	480	561	989	1,063	1,112	1,304	1,139	890	9,481
2015-16	961	1,094	1,193	1,522	3,007	5,585	5,771	6,208	6,691	6,887	5,953	143	45,015
2016-17	4,940	5,987	5,589	8,281	13,448	10,354	12,774	13,816	14,684	14,851	15,798	10,233	130,755
2017-18	10,662	11,242	11,385	10,907	16,568	10,071	18,440	19,881	28,212	29,039	30,156	22,075	218,638
2018-19	21,330	9,629	11,402	14,784	30,627	85,283	28,403	28,520	28,828	10,023	15,648	135,150	419,627
2019-20	933	914	69,262	16,433	26,124	5,396	5,836	7,803	3,920	3,097	1,754	27,574	169,046
2020-21	79	85,131	108	186	2,910	2,525	2,068	2,546	3,117	4,422	320	74	103,486
2021-22	62	63	112	241	2,387	3,709	2,023	2,891	5,774	7,964	11,404	38,285	74,915
2022-23	7,449	20,797	9,558	18,796	54,242	149,539	92,962	34,560	36,170	36,949	202,722	35,426	699,170
2023-24	109,013	83,540	12,289	14,116	260,563	70,205	30,891	109,328	299,728	0	0	0	989,673

**Dickinson Independent School District
Investments by Government Pools
WORKERS' COMPENSATION**

Monthly Cash Balance By Government Pool												
Pool	September	October	November	December	January	February	March	April	May	June	July	August
Texas Range	2,939,846	2,939,857	2,939,868	2,998,421	2,998,425	2,998,430	3,032,534	3,032,534	3,082,432			
Total	2,939,846	2,939,857	2,939,868	2,998,421	2,998,425	2,998,430	3,032,534	3,032,534	3,082,432	0	0	0
Net Change	10	11	11	58,553	4	5	34,104	0	49,898	0	0	0

Monthly Interest Earned by Government Pool													
Pool	September	October	November	December	January	February	March	April	May	June	July	August	Total
Texas Range	10	11	11	58,553	4	4	34,104	0	49,897				142,594
Total	10	11	11	58,553	4	4	34,104	0	49,897	0	0	0	142,594

Investment Holdings						
Pool	Settlement Day	Description	Maturity Date	Rate	Investment Amount	Estimated Value at Maturity
Texas Range	5/3/24	TERM	8/2/24	5.4400%	2,232,275	2,262,634
Texas Range	3/22/24	TERM	6/20/24	5.3700%	849,492	860,740
Total					3,081,767	3,123,374

**Dickinson Independent School District
Ten Year Balance History
WORKERS' COMPENSATION**

Cash Balance												
Year	September	October	November	December	January	February	March	April	May	June	July	August
2014-15	200,504	200,508	200,514	1,200,549	1,200,596	1,200,637	1,200,686	1,200,738	1,200,794	1,200,851	1,200,915	1,200,988
2015-16	1,200,991	1,201,078	1,201,280	1,201,470	1,201,743	1,202,030	1,202,364	1,952,614	1,952,817	1,953,027	1,953,247	1,953,470
2016-17	1,953,690	1,953,919	1,954,149	1,962,782	1,963,168	1,963,497	1,863,886	1,864,276	1,864,710	1,765,147	1,765,612	1,766,092
2017-18	1,705,608	1,706,052	1,606,422	1,606,830	1,557,269	1,557,640	1,558,099	1,558,589	1,559,114	1,572,723	1,573,193	1,573,672
2018-19	1,574,154	1,574,689	1,581,377	1,581,963	1,582,576	1,583,132	1,595,294	1,595,925	1,596,565	1,597,188	1,597,831	1,612,105
2019-20	2,312,870	2,316,310	2,316,726	2,330,027	2,330,434	2,339,937	2,341,045	2,341,158	2,341,227	2,347,204	2,347,257	2,347,303
2020-21	2,347,339	2,347,373	2,347,404	2,352,728	2,352,749	2,352,759	2,352,764	2,352,767	2,352,769	2,354,481	2,354,486	2,354,493
2021-22	2,354,501	2,354,510	2,354,521	2,354,531	2,354,541	2,354,562	2,355,624	2,355,700	2,355,860	2,360,743	2,363,737	2,368,002
2022-23	2,369,608	2,370,368	2,371,278	2,372,386	2,373,582	2,374,713	2,375,988	2,377,270	2,378,647	2,939,815	2,939,725	2,939,836
2023-24	2,939,846	2,939,857	2,939,868	2,998,421	2,998,425	2,998,430	3,032,534	3,032,534	3,082,432	0	0	0

Interest Earned													
Year	September	October	November	December	January	February	March	April	May	June	July	August	Total
2014-15	5	4	5	36	47	41	49	52	56	57	64	73	489
2015-16	84	99	109	190	273	287	334	250	203	210	220	223	2,481
2016-17	220	229	231	8,632	387	328	389	390	434	437	466	480	12,623
2017-18	9,516	444	370	408	439	371	460	490	525	13,610	470	479	27,582
2018-19	482	536	6,689	585	613	556	12,162	631	640	620	643	14,273	38,430
2019-20	765	3,439	415	13,301	408	9,502	1,108	114	69	5,977	53	45	35,196
2020-21	37	34	31	5,324	21	10	5	3	2	1,711	6	7	7,191
2021-22	8	10	11	11	10	21	1,062	76	160	4,883	2,994	4,265	13,511
2022-23	1,606	760	909	1,233	1,195	1,131	1,275	1,282	1,376	61,169	10	11	71,957
2023-24	10	11	11	58,553	4	4	34,104	0	49,897	0	0	0	142,594

**Dickinson Independent School District
Investments by Government Pools
STUDENT ACTIVITY**

Monthly Cash Balance By Government Pool												
Pool	September	October	November	December	January	February	March	April	May	June	July	August
Texas Range	158,256	158,256	158,256	158,256	158,256	158,256	158,256	158,256	158,256			
Total	158,256	158,256	158,256	158,256	158,256	158,256	158,256	158,256	158,256	0	0	0
Net Change	5,780	0	0	0	0	0	0	0	0	0	0	0

Monthly Interest Earned by Government Pool													
Pool	September	October	November	December	January	February	March	April	May	June	July	August	Total
Texas Range	5,780	0	0	0	0	0	0	0	0				5,780
Total	5,780	0	0	0	0	0	0	0	0	0	0	0	5,780

Investment Holdings						
Pool	Settlement Day	Description	Maturity Date	Rate	Investment Amount	Estimated Value at Maturity
Texas Range	9/29/23	TERM	6/24/24	5.8400%	158,255	165,048
Total					158,255	165,048

**Dickinson Independent School District
Ten Year Balance History
STUDENT ACTIVITY**

Cash Balance												
Year	September	October	November	December	January	February	March	April	May	June	July	August
2014-15	85,812	85,814	85,816	85,819	85,822	85,825	85,828	85,832	85,836	85,840	85,845	85,845
2015-16	85,850	85,857	85,871	85,884	85,904	85,925	85,948	85,972	85,997	86,023	86,050	86,077
2016-17	86,104	86,132	86,160	86,194	86,233	86,270	86,316	86,366	86,423	86,485	86,556	86,630
2017-18	86,702	86,778	86,853	86,940	87,036	87,125	87,238	87,357	87,485	87,615	87,756	87,899
2018-19	88,043	88,203	88,363	88,535	88,714	88,877	89,060	89,238	89,418	89,595	89,777	89,942
2019-20	90,102	90,248	90,373	90,497	90,620	90,734	90,812	90,846	90,866	90,882	90,899	90,912
2020-21	90,923	90,933	90,942	90,950	90,956	90,959	90,960	90,961	90,962	90,963	90,965	90,967
2021-22	90,969	90,971	90,974	90,977	90,980	90,984	90,996	91,019	91,067	91,142	91,260	91,428
2022-23	91,609	91,837	92,110	152,468	152,469	152,470	152,471	152,472	152,473	152,474	152,475	152,476
2023-24	158,256	158,256	158,256	158,256	158,256	158,256	158,256	158,256	158,256	0	0	0

Interest Earned													
Year	September	October	November	December	January	February	March	April	May	June	July	August	Total
2014-15	2	2	2	3	3	3	4	4	4	4	5	5	41
2015-16	6	7	8	14	20	21	24	24	25	26	27	27	229
2016-17	27	28	28	33	39	37	46	50	56	63	71	73	551
2017-18	72	76	75	87	96	90	112	119	127	130	141	143	1,268
2018-19	144	160	160	172	180	163	182	178	180	175	182	166	2,042
2019-20	160	146	124	125	122	115	77	34	21	16	16	14	970
2020-21	11	10	9	8	6	3	1	1	1	1	2	2	55
2021-22	2	3	3	3	3	4	12	23	48	75	118	168	462
2022-23	181	228	273	235	1	1	1	1	1	1	1	1	925
2023-24	5,780	0	0	0	0	0	0	0	0	0	0	0	5,780

**Dickinson Independent School District
Investments by Government Pools
FOOD NUTRITION SERVICES**

Monthly Cash Balance By Government Pool												
Pool	September	October	November	December	January	February	March	April	May	June	July	August
Texas Class	5,512,750	5,037,900	5,061,081	5,085,098	5,109,011	5,131,258	5,155,062	5,178,048	5,201,903			
Total	5,512,750	5,037,900	5,061,081	5,085,098	5,109,011	5,131,258	5,155,062	5,178,048	5,201,903	0	0	0
Net Change	-972,254	-474,850	23,181	24,017	23,913	22,247	23,804	22,986	23,855	0	0	0

Monthly Interest Earned by Government Pool													
Pool	September	October	November	December	January	February	March	April	May	June	July	August	Total
Texas Class	27,747	25,150	23,181	24,017	23,913	22,247	23,804	22,987	23,855				216,901
Total	27,747	25,150	23,181	24,017	23,913	22,247	23,804	22,987	23,855	0	0	0	216,901

Investment Holdings						
Pool	Settlement Day	Description	Maturity Date	Rate	Investment Amount	Estimated Value at Maturity
Total					0	0

**Dickinson Independent School District
Ten Year Balance History
FOOD NUTRITION SERVICES**

Cash Balance												
Year	September	October	November	December	January	February	March	April	May	June	July	August
2014-15	746,337	771,382	551,429	551,474	951,551	951,628	1,251,753	1,386,905	1,187,050	1,187,191	1,187,349	1,137,323
2015-16	1,137,705	1,142,884	1,043,098	3,843,851	3,845,221	845,547	1,346,003	1,196,575	1,197,176	325,776	325,952	326,145
2016-17	276,331	401,525	51,631	51,669	451,840	227,086	330,426	527,854	528,340	928,970	929,901	805,797
2017-18	496,433	396,891	747,489	748,379	749,366	750,297	751,412	1,278,277	1,080,225	1,082,143	1,084,194	1,036,252
2018-19	963,099	965,016	966,941	969,000	971,162	973,126	975,286	1,577,952	1,381,060	1,383,906	1,386,745	1,389,434
2019-20	1,041,607	1,043,455	1,045,118	1,247,057	1,249,021	1,250,775	1,252,330	1,253,459	1,254,263	1,254,590	1,055,276	855,525
2020-21	555,661	205,712	105,732	105,744	105,756	605,794	605,848	605,890	605,930	605,960	605,992	606,018
2021-22	606,040	606,063	606,089	606,125	2,106,256	2,106,454	2,106,966	3,607,992	3,610,484	3,612,151	3,618,956	3,625,998
2022-23	3,633,991	3,643,968	3,655,530	3,668,956	4,034,117	4,048,865	4,065,609	4,082,491	5,103,547	6,126,846	6,454,921	6,485,004
2023-24	5,512,750	5,037,900	5,061,081	5,085,098	5,109,011	5,131,258	5,155,062	5,178,048	5,201,903	0	0	0

Interest Earned													
Year	September	October	November	December	January	February	March	April	May	June	July	August	Total
2014-15	66	45	47	45	78	77	125	152	145	141	158	175	1,254
2015-16	182	180	213	753	1,370	325	457	571	601	483	177	193	5,504
2016-17	186	193	106	39	171	246	281	487	487	629	931	896	4,652
2017-18	635	458	598	891	987	930	1,115	1,865	1,948	1,917	2,051	2,058	15,453
2018-19	1,847	1,918	1,925	10,885	2,162	1,964	2,161	8,952	3,108	2,846	2,839	2,689	43,296
2019-20	2,172	1,848	1,663	1,939	1,964	1,754	5,273	1,129	804	607	406	248	19,807
2020-21	137	51	20	13	12	38	103	145	186	216	32	26	979
2021-22	22	22	27	36	131	199	511	1,027	2,492	3,437	5,035	8,576	21,515
2022-23	7,992	4,526	11,562	13,426	15,161	14,748	16,744	33,825	21,056	23,299	28,075	30,083	220,497
2023-24	27,747	25,150	23,181	24,017	23,913	22,247	23,804	22,987	23,855	0	0	0	216,901

**Dickinson Independent School District
Investments by Government Pools
BOND - 2020**

Monthly Cash Balance By Government Pool												
Pool	September	October	November	December	January	February	March	April	May	June	July	August
Texas Fit	19,142,679	15,850,044	13,864,497	12,187,439	12,250,324	6,171,579	6,292,341	4,532,602	4,153,572			
Texas Range	0	0	0	0	0	0	0	0	0	0	0	0
Total	19,142,679	15,850,044	13,864,497	12,187,439	12,250,324	6,171,579	6,292,341	4,532,602	4,153,572	0	0	0
Net Change	-2,176,054	-3,292,635	-1,985,547	-1,677,058	62,885	-6,078,745	120,762	-1,759,739	-379,030	0	0	0

Monthly Interest Earned by Government Pool													
Pool	September	October	November	December	January	February	March	April	May	June	July	August	Total
Texas Fit	92,978	79,029	68,722	63,248	57,730	72,028	29,529	20,463	20,446			0	504,173
Texas Range	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	92,978	79,029	68,722	63,248	57,730	72,028	29,529	20,463	20,446	0	0	0	504,173

Investment Holdings						
Pool	Settlement Day	Description	Maturity Date	Rate	Investment Amount	Estimated Value at Maturity
Total					0	0

**Dickinson Independent School District
Ten Year Balance History
BOND - 2020**

Cash Balance												
Year	September	October	November	December	January	February	March	April	May	June	July	August
2020-21	0	0	0	0	0	0	93,693,004	93,326,786	93,127,831	92,727,567	91,768,236	90,888,288
2021-22	90,102,507	89,956,233	89,538,966	89,021,958	88,953,225	81,107,922	79,506,746	77,285,578	74,527,123	70,347,134	70,166,299	63,340,222
2022-23	57,664,452	57,451,005	53,820,283	50,251,221	43,956,967	42,317,513	39,729,055	38,549,800	35,823,840	26,200,470	22,493,963	21,318,733
2023-24	19,142,679	15,850,044	13,864,497	12,187,439	12,250,324	6,171,579	6,292,341	4,532,602	4,153,572	0	0	0

Interest Earned													
Year	September	October	November	December	January	February	March	April	May	June	July	August	Total
2020-21	0	0	0	0	0	0	7,604	10,182	9,245	7,936	7,069	6,933	48,969
2021-22	5,619	5,286	5,438	8,118	11,367	10,001	15,340	21,744	39,625	53,794	86,731	122,588	385,651
2022-23	130,800	164,128	199,288	195,654	188,773	158,094	169,679	166,287	157,620	131,435	110,287	97,168	1,869,213
2023-24	92,978	79,029	68,722	63,248	57,730	72,028	29,529	20,463	20,446	0	0	0	504,173

* March 11, 2021 received \$94,200,000 from bond sale

**Dickinson Independent School District
Investments by Government Pools
BOND - 2023**

Monthly Cash Balance by Government Pool												
Pool	September	October	November	December	January	February	March	April	May	June	July	August
Texas FIT	121,094,867	121,680,690	122,247,931	122,852,465	123,438,849	123,986,679	124,572,462	125,139,751	125,726,713			
Total	121,094,867	121,680,690	122,247,931	122,852,465	123,438,849	123,986,679	124,572,462	125,139,751	125,726,713	0	0	0
Net Change	566,494	585,823	567,241	604,534	586,384	547,830	585,783	567,289	586,962	0	0	0

Monthly Interest Earned by Government Pool													
Pool	September	October	November	December	January	February	March	April	May	June	July	August	Total
Texas FIT	566,494	585,823	567,241	604,534	586,384	547,830	585,783	567,289	586,971				5,198,349
Total	566,494	585,823	567,241	604,534	586,384	547,830	585,783	567,289	586,971	0	0	0	5,198,349

Investment Holdings						
Pool	Settlement Day	Description	Maturity Date	Rate	Investment Amount	Estimated Value at Maturity
Texas FIT	8/4/23	TX Choice Pool	8/2/24	5.8049%	80,000,000	84,618,543
Total					80,000,000	84,618,543

**Dickinson Independent School District
Ten Year Balance History
BOND - 2023**

Cash Balance												
Years	September	October	November	December	January	February	March	April	May	June	July	August
2021-22												
2022-23	0	0	0	0	0	0	0	0	0	0	0	120,528,373
2023-24	121,094,867	121,680,690	122,247,931	122,852,465	123,438,849	123,986,679	124,572,462	125,139,751	125,726,713	0	0	0

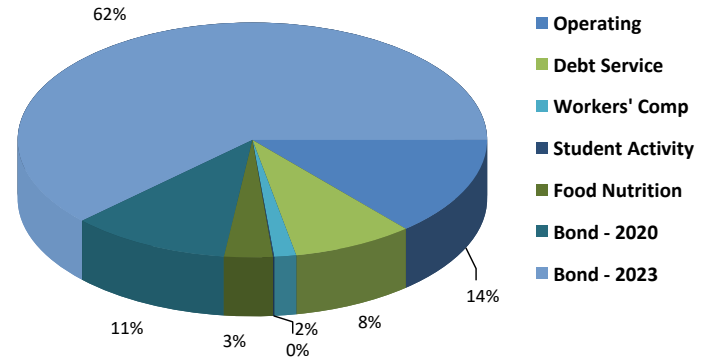
Interest Earned													
Years	September	October	November	December	January	February	March	April	May	June	July	August	Total
2021-22	0	0	0	0	0	0	0	0	0	0	0	0	0
2022-23	0	0	0	0	0	0	0	0	0	0	0	528,373	528,373
2023-24	566,494	585,823	567,241	604,534	586,384	547,830	585,783	567,289	586,971	0	0	0	5,198,349

* August 3, 2023 received \$120,000,000 from bond sale

Dickinson Independent School District Portfolio Investments by Fund/Cash Balance by Government Pools

Portfolio Investments by Fund for 5 Years							
Year	Operating	Debt Service	Workers' Comp	Student Activity	Food Nutrition	Bond - 2020	Bond - 2023
2018-2019	53,705,255	10,814,880	1,612,105	89,942	1,389,434	0	0
2019-2020	47,867,920	10,820,839	2,347,303	90,912	855,525	0	0
2020-2021	45,907,822	12,027,546	2,354,493	90,967	606,018	90,888,288	0
2021-2022	34,657,889	12,167,176	2,368,002	91,428	3,625,998	63,340,222	0
2022-2023	26,522,488	16,207,225	2,939,836	152,476	6,485,004	21,318,733	120,528,373

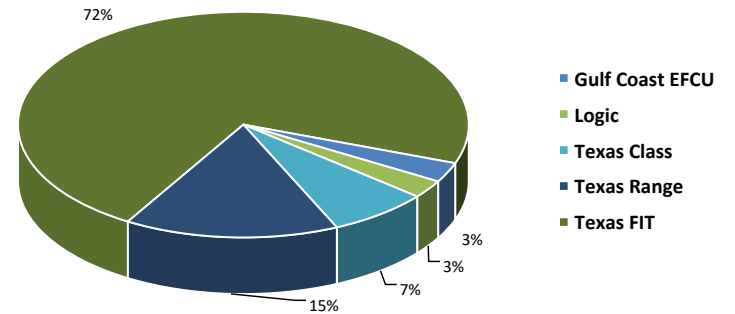
Portfolio Investments by Fund



Monthly Cash Balance by Government Pool												
Pool	September	October	November	December	January	February	March	April	May	June	July	August
Gulf Coast EFCU	5,324,321	5,387,690	5,403,510	5,460,498	5,460,498	5,460,498	5,483,143	5,532,564	5,532,564	0	0	0
Logic	4,877,077	4,900,035	4,922,426	4,945,592	4,968,733	4,990,372	5,013,570	5,036,046	5,059,232	0	0	0
Texas Class	10,386,893	7,941,547	8,978,394	11,545,495	26,149,721	15,607,472	15,659,843	14,586,452	13,650,385	0	0	0
Texas Range	28,651,748	28,816,505	29,042,164	29,129,016	29,323,975	29,408,075	29,477,788	29,556,836	31,893,652	0	0	0
Texas FIT	142,988,762	140,292,898	137,884,609	136,820,498	143,177,138	138,903,793	139,149,265	131,778,122	131,995,859	0	0	0
Total	192,228,801	187,338,675	186,231,103	187,901,099	209,080,065	194,370,210	194,783,609	186,490,020	188,131,692	0	0	0

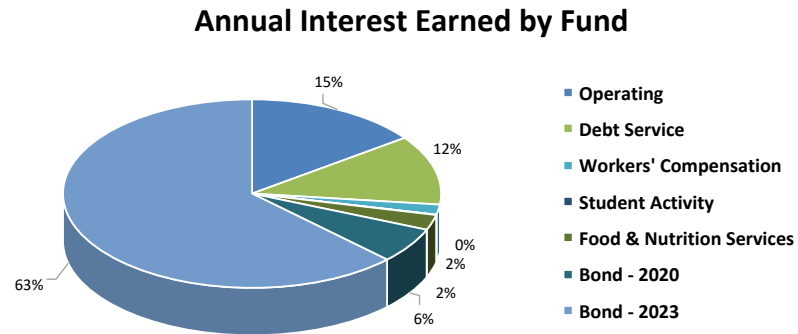
Current Monthly Investment Holdings by Government Pool			
Fund	Investment Amount	Estimated Value at Maturity	Estimated Interest Earned
Operating	11,168,246	11,524,489	356,243
Debt Service	14,339,884	14,566,301	226,417
Workers' Comp	3,081,767	3,123,374	41,607
Student Activity	158,255	165,048	6,793
Food Nutrition	0	0	0
Bond - 2020	0	0	0
Bond - 2023	80,000,000	84,618,543	4,618,543
Total	108,748,152	113,997,755	5,249,603

Annual Cash Balance by Government Pool



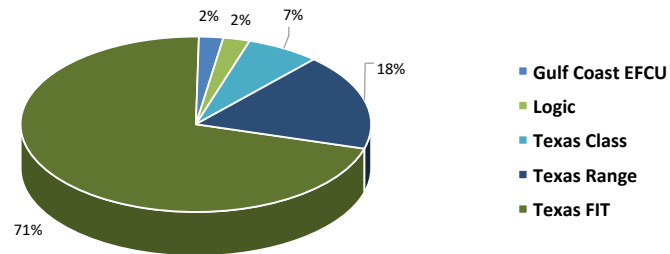
Dickinson Independent School District
Interest Earned by Fund/Interest Earned by Government Pool
Fiscal Year 2023-2024

Annual Interest Earned by Fund	
Fund	Amount
Operating	1,239,225
Debt Service	989,673
Workers' Compensation	142,594
Student Activity	5,780
Food & Nutrition Services	216,901
Bond - 2020	504,173
Bond - 2023	5,198,349
Total	8,296,695



Monthly Interest Earned by Government Pool												
Pool	September	October	November	December	January	February	March	April	May	June	July	August
Gulf Coast EFCU	0	63,369	15,820	56,988	0	0	0	49,421	0	0	0	0
Logic	22,015	22,957	22,392	23,166	23,141	21,639	23,198	22,476	23,186	0	0	0
Texas Class	44,981	44,906	36,847	39,560	93,176	99,937	72,370	65,638	63,933	0	0	0
Texas Range	112,419	164,756	225,659	86,853	194,959	84,100	69,711	79,050	454,761	0	0	0
Texas FIT	664,285	677,419	645,981	676,194	671,485	657,429	654,239	609,057	617,222	0	0	0
Total	843,700	973,407	946,699	882,761	982,761	863,105	819,518	825,642	1,159,102	0	0	0

Annual Interest Earned by Government Pool

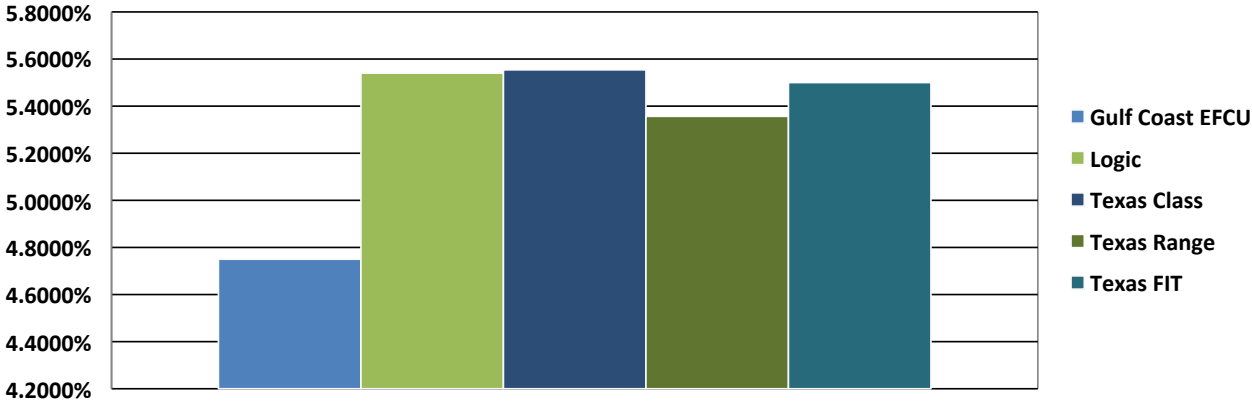


Dickinson Independent School District
 Rate of Return by Fund/Rate of Return by Government Pool
 Fiscal Year 2023–2024

Average Monthly Rate of Return by Fund		
Fund	Amount	Yield Rate
Operating	5.3401%	Variable
Debt Service	5.4554%	Variable
Workers' Compensation	5.3567%	Variable
Student Activity	5.3567%	Variable
Food & Nutrition Services	5.5541%	Variable
Bond - 2020	5.4283%	Variable
Bond - 2023	5.5000%	Variable

Average Monthly Rate of Return by Government Pool					
Month	Gulf Coast EFCU	Logic	Texas Class	Texas Range	Texas FIT
September	4.7500%	5.5168%	5.5213%	5.3500%	5.4300%
October	4.7500%	5.5432%	5.5550%	5.3500%	5.5100%
November	4.7500%	5.5598%	5.5859%	5.3700%	5.5600%
December	5.3000%	5.5411%	5.5744%	5.3800%	5.5900%
January	5.3000%	5.5102%	5.5403%	5.3600%	5.5600%
February	5.3000%	5.4812%	5.4842%	5.4700%	5.5100%
March	5.2000%	5.4733%	5.4652%	5.4600%	5.4800%
April	5.2000%	5.4544%	5.4286%	5.4400%	5.4700%
May	5.2000%	5.4208%	5.4273%	5.3000%	5.4700%
June	0.0000%	0.0000%	0.0000%	0.0000%	0.0000%
July	0.0000%	0.0000%	0.0000%	0.0000%	0.0000%
August	0.0000%	0.0000%	0.0000%	0.0000%	0.0000%
Average	4.7500%	5.5399%	5.5541%	5.3567%	5.5000%

Average Rate of Return by Government Pool



DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Galveston County Juvenile Justice Alternative Education Program
Interlocal Agreement for 2024-2025

Agenda Item: Robert Cobb

Background Information:

A copy of the Galveston County Juvenile Justice Alternative Education Program (JJAEP) Interlocal Agreement for 2024-2025 is attached for your review. There are no substantive changes from last year.

Recommendation:

The Superintendent and Assistant Superintendent for Administration recommend approval of the Galveston County Juvenile Justice Alternative Education Program (JJAEP) Interlocal Agreement for 2024-2025.

Action Item: X Yes No

Motion made by _____ **seconded by** _____ **vote** _____

COUNTY OF GALVESTON §

STATE OF TEXAS §

**INTERLOCAL COOPERATION AGREEMENT
AND MEMORANDUM OF UNDERSTANDING FOR
JUVENILE JUSTICE ALTERNATIVE EDUCATION PROGRAM**

This Interlocal Cooperation Agreement and Memorandum of Understanding (MOU) is entered into by, between and among the COUNTY OF GALVESTON (County), the Galveston County Juvenile Board ("Board"), the Dickinson Independent School District, hereafter referred to as "DISD", Clear Creek Independent School District, Friendswood Independent School District, Galveston Independent School District, High Island Independent School District, Hitchcock Independent School District, Santa Fe Independent School District and Texas City Independent School District hereinafter collectively referred to as "Districts" and individually as "Participating District" are joined for purposes of establishing the respective responsibilities of the Board and the Districts to the other. Nothing herein shall create a direct contractual relationship between the Districts and DISD in its capacity as fiscal agent or provider of Juvenile Justice Alternative Education Program (JJAEP) services.

WHEREAS Texas Government Code, Chapter 791, authorizes local governments of the state to enter into contracts to increase their efficiency and effectiveness by the consolidation of administrative functions of government;

WHEREAS, Texas Education Code, Chapter 37, requires the Board to establish a Juvenile Justice Alternative Education Program ("JJAEP") for Galveston County, based on its population;

WHEREAS, such a consolidated effort in the establishment and operation of a JJAEP, is beneficial to both the Board, DISD, and the Districts, as well as the general public; and

WHEREAS, the Board, DISD, and the Districts are local governments as defined in Texas Government Code, Section 791.003(4), have the authority to enter into this Agreement, and have each entered into this Agreement by the action of its governing body in the appropriate manner prescribed by law; and

WHEREAS, the Board, DISD, and the Districts agree that the educational services of the JJAEP can be administered most efficiently at a centralized location within the geographic boundaries of Galveston County, and the Board desires to engage the DISD to serve as the provider of the educational component of the JJAEP, as permitted by Texas Education Code, Section 37.011(e); and

WHEREAS, the Board, DISD, and the Districts specify that each party paying for the performance of said administrative functions of government shall make those payments from revenues available;

NOW, THEREFORE, it is mutually agreed as follows:

I. OPERATING POLICY

- 1.01 The Galveston County Juvenile Justice Alternative Education Program (GCJJAEP) shall be subject to a memorandum of understanding developed by the Board in cooperation with the Participating Districts and submitted to the Texas Juvenile Justice Department (TJJD) for review and comment. The terms and conditions of this Interlocal Cooperation Agreement shall become a part of such operating policy as if fully set forth in writing therein. No additions, deletions, changes or variations to this Agreement as to fiscal matters or educational responsibilities shall be effective unless such amendment be in writing and formally agreed to by the appropriate officers of the Parties.

II. PURPOSE OF THE AGREEMENT

- 2.01 The purpose of this Agreement is for the establishment by the Board of a JJAEP approved by the Texas Juvenile Justice Department (“TJJD”) and operated by DISD, for the Participating Districts’ students as permitted by §37.011(e) of the Texas Education Code. This Agreement will serve to combine into one system the operational, programmatic and educational standards for the JJAEP required by Education Code, Section 37.011 and Title 37 of the Texas Administrative Code, Chapter 348. (37 TAC § 348). The JJAEP shall serve, and Galveston County shall be responsible for funding, only those placements of students expelled from Participating Districts on the basis of conduct for which expulsion is mandatory under Texas Education Code §§37.007(a), (d) and (e).

III. GOVERNANCE

- 3.01 The Governing Board of the GCJJAEP shall include:

Chairperson: The County Judge of Galveston County shall serve as Chairperson for the GCJJAEP Governing Board. The Chairperson shall be entitled to vote on any tie vote.

Members: (each with one vote)

1. Director of Juvenile Services for Galveston County (or designee);
2. Two (2) Juvenile Judges as named by the Juvenile Board;
3. One (1) designee of Dickinson ISD, the school district serving as Fiscal Agent;
4. One (1) designee of Galveston County Commissioners Court; and
5. Three (3) school district representatives of school districts in Galveston County (Superintendent or designee) as named by Galveston County Superintendent group.

- 3.02 Meetings. The Governing Board of the GCJJAEP shall meet on the basis of called meetings as deemed appropriate by the Galveston County Judge in order to monitor and adjust the program. Such meetings shall be held at least annually. A minimum of four (4) members shall be required to establish a quorum for such meetings.
- 3.03 Notice of Meetings. Written notice of the regular meetings of the Governing Board shall be mailed, emailed or delivered to each member not less than five (5) days prior to the date thereof. Written notice of any special meeting of the members shall be given to each member not less than 24 hours and as soon as reasonably possible prior to the date thereof. The notice shall state the place, date, and time of the meeting, who called the meeting, and the general purpose or purposes for which the meeting is called.
- 3.04 Duties. The activities of the Governing Board shall include, but not be limited to the following:
- a. To develop and recommend proposed written operating policies to the Galveston County Juvenile Board ("Board") for approval by the Texas Juvenile Justice Department (TJJD) pursuant to the Texas Education Code §37.011(g), to review the operations, policies, and procedures of the GCJJAEP and to make advisory recommendations to the "Board" regarding such operations, policies, and procedures including suggested changes or amendments thereto;
 - b. To assist in an advisory capacity in the development of the annual operating budget for the administrative expenses incurred by GCJJAEP;
 - c. To participate in an advisory capacity in the development of the annual operating budget for the GCJJAEP; to recommend the initial criteria for, and thereafter monitor the Participating Districts' billing and payment schedule for the GCJJAEP; and
 - d. To facilitate coordination with the Participating Districts to this Agreement on matters relating to the supervision, educational and rehabilitative services available for expelled students and students assigned to the GCJJAEP and the subsequent transition back into the school setting.

IV. DUTIES OF DISD

- 4.01 The Dickinson Independent School District ("DISD") is designated as the situs of the campus of the GCJJAEP and shall provide personnel and services necessary to operate, on the Board's behalf, a JJAEP approved by the Texas Juvenile Justice Department ("TJJD"), for the Districts' students as permitted by §37.011(e). GCJJAEP instructional staff members shall be employees of DISD and shall be subject to the personnel policies of the DISD ("JJAEP Services"). DISD shall also serve as the Fiscal Agent for the JJAEP upon receipt of funds for program operation.

- 4.02 As Fiscal Agent for educational purposes, Dickinson ISD shall administer the education program on a day-to-day basis in accordance with Dickinson ISD Board Policies, in consultation with policies promulgated and/or adopted by the governing board of the GCJJAEP. Where GCJJAEP Policies are silent, the educational program shall be administered according to policies and procedures otherwise in effect within Dickinson ISD.
- 4.03 As Fiscal Agent, Dickinson ISD shall prepare the program application and budget; shall disburse program funds applicable to instructional personnel; shall be responsible for educational personnel serving the campus and program; shall maintain all educational records applicable to the program; shall correspond with assigned students' home districts with regard to status and ultimate disposition of each assigned student; and shall provide necessary curriculum and other such responsibilities normally associated with administration and provision of education services.
- 4.04 DISD shall ensure that all DISD staff assigned to the GCJJAEP, including temporary, seasonal or substitute employees shall have orientation training prior to having contact with students. At a minimum this training, to be provided by the Galveston County Juvenile Justice Department ("GCJJD") without undue delay, shall include:
- A. safety and security procedures including, but not limited to, fire drills and the JJAEP's safety disaster plan;
 - B. child abuse reporting;
 - C. incident reports;
 - D. student code of conduct;
 - E. behavior management program;
 - F. transporting students, if applicable;
 - G. crisis intervention;
 - H. distribution of medication, if applicable;
 - I. sexual harassment;
 - J. physical restraint training, if applicable; and
 - K. requirements for providing services to students with disabilities.

- 4.05 To the extent that DISD schools are closed due to disaster, flood, extreme weather condition, public health emergency, or other calamity, DISD shall notify the Board, through the person(s) designated below, of emergency closures, and of any waiver(s) relating thereto filed by it on behalf of the GCJJAEP, and provide updates to Participant Districts on the status of any such waivers.

V. FINANCIAL OBLIGATIONS

- 5.01 The expenses of this program shall be covered pursuant to the Funding Parameters attached hereto as Exhibit "A" to this Agreement.
- 5.02 Nothing herein shall burden the Fiscal Agent, Galveston County, or any Participating District with the added expense necessary to address or accommodate any particular needs of special education students. The Fiscal Agent and the Participating District from which the student has been expelled will work together to provide necessary and appropriate special education services on a case-by-case basis as the need arises, but all additional expense and liability shall be borne and/or reimbursed by the sending Participating District, which shall remain responsible for providing its students with a Free and Appropriate Public Education (FAPE) and which shall hold the Fiscal Agent harmless for the provision of such services. If additional special education services are needed to serve students from more than one participating school district, the cost of the service will be shared by the applicable Participating Districts. All Parties shall endeavor to comply with each special education student's current Individual Education Plan (IEP) and to facilitate convening IEP meetings.
- 5.03 Each Participating District shall assume and incur any and all fees and costs, to include attorney's fees in the defense of a special education due process hearing or response to a complaint filed with the State or U.S. Department of Education, or any other litigation filed on behalf of a student with a disability expelled to the GCJJAEP by that Participating District. It is agreed and understood that the Participating District from which a student has been expelled remains at all times responsible for the provision of FAPE to students suspected of or having been identified as students with disabilities for purposes of the IDEA and Section 504 of the Rehabilitation Act.
- 5.04 Nothing herein shall burden the Fiscal Agent or any Participating District with responsibility for underwriting or providing services or accommodating student placements beyond the scope of the program described in this Agreement. This program must be submitted to the TJJDD for approval pursuant to Section 37.011 of the TEC, but should additional obligations be deemed required of the County and/or the Board for this program to fully qualify under the statute, the Parties to this cooperative program are under no contractual duty to share such additional obligations or to expand the program during the school year without mutual consent.

VI. BUDGETING

- 6.01 As Fiscal Agent, Dickinson ISD shall prepare a budget of operational costs for instructional personnel anticipated for full usage of the GCJJAEP during the coming year. Such budget shall include, without limitation, fringe benefits for its professional employees assigned in whole or in part to the program, commensurate with the fringe benefits enjoyed by comparable professional employees of Dickinson ISD.
- 6.02 The Parties concur that regular education services will be delivered by five teachers employed by Dickinson ISD under agreements entitled: Agreement for Educational Services - Transforming Lives Cooperative Day Program 2024-2025; Agreement for Educational Services between Juvenile Board and DISD 2024-2025 School Year; JJAEP Interlocal Agreement and MOU 2024-2025 and, one assistant principal for the coordination of all education services. Total program instructional personnel costs consisting of salary and benefits for 1/2 of two Regular Education teachers, 1/3 of an Assistant Principal, 1/3 of a clerical aid, and 1/5 of a district program administrator shall be included in the educational services budget for the GCJJAEP. Student/teacher ratios are to be maintained between 8 to 1 and 15 to 1. The Parties agree that one or more regular education teacher(s) may be employed by Dickinson ISD at the request of the GCJJAEP and the Galveston County Commissioners Court in the event that GCJJAEP enrollment necessitates the addition of one or more certified full time teacher(s) with all associated cost borne by the County of Galveston. The financial responsibility of each Participating District with regard to funding personnel and related costs is set forth in Exhibit "A" to this Agreement.
- 6.03 The budget may be amended with concurrence of the Districts and the Galveston County Juvenile Board if program needs change during the year. Nothing herein nor in any juvenile court order shall require the Fiscal Agent or the Galveston County Juvenile Board to amend its budget involuntarily, nor to incur added expense without means of reimbursement.

VII. ACCOUNTABILITY/ATTENDANCE

- 7.01 For purposes of accountability under Chapter 39 of the TEC and the Foundation School Program, a student enrolled in the GCJJAEP shall be reported as if the student were enrolled at the student's campus of residence, in the student's regularly assigned education program, including a special education program, where applicable, in the Participating District of the student's residence. The Participating District of residence for each such student shall cooperate fully in making such reports and accepting such accountability. All PEIMS reporting requirements for the students placed in the GCJJAEP shall remain the responsibility of the Participating District in which the student resides. Students expelled for conduct resulting in a "mandatory" placement in the GCJJAEP shall be counted as "ineligible" for attendance counting purposes in the Participating District of residence.

- 7.02 Expelled students placed in the program are expected to attend as required by compulsory attendance law, pursuant to section 25.085 of the TEC. Pursuant to TEC Section 25.093, the attendance officer of the sending Participating District of residence shall file a complaint against the parent(s) in the justice of the peace court or municipal court of the political subdivision in which the parent resides or in which the school is located if the parent fails to require the child to attend school as required by law. In accordance with section 37.011(h) of the TEC, the students assigned to the GCJJAEP resulting from expulsion under Section 37.007(a), (d), or (e) of the TEC are funded through Galveston County TJJD and are ineligible for ADA accounting in the Participating District of residence.
- 7.03 Unexcused absences of GCJJAEP students subject to an Order of Juvenile Probation, who have been expelled by a Participating District on the basis of a mandatory offense as set forth in Chapter 37 of the Texas Education Code, will be handled through the Galveston County Juvenile Justice Department (Juvenile Justice Department). On the third consecutive day of unexcused absence from the GCJJAEP, the Juvenile Justice Department's Director of Juvenile Services (Director) or the Director's designee shall notify in writing the Participating District of student residence's Superintendent or designee of the student's absence from the program. In accordance with 37 Tex. Admin. Code Section 348.210(d)(3), a student on inactive status for 30 consecutive school days shall be withdrawn from the GCJJAEP immediately following expiration of the 30th consecutive school day, subject to any decision or action by the ARD committee should the student be identified as eligible for special education.
- 7.04 A student who has been erroneously assigned to the GCJJAEP because their expulsion meets "discretionary" expulsion qualifications, not "mandatory", as identified and set forth in Chapter 37 of the TEC, shall be reassigned to the sending district's alternative education program.
- 7.05 In the event a student assigned to the GCJJAEP is declared homeless (or in the process of being declared homeless) or is in the process of transferring to another school district, the student will remain the responsibility of the original Participating District until the registration/enrollment of the student in another district is completed.
- 7.06 A mandatory expulsion is one listed in TEC 37.007(a), (d), or (e), as amended.

VIII. COUNTY'S FINANCIAL OBLIGATIONS

- 8.01 The Galveston County Juvenile Board ("Board") and the County of Galveston shall provide:
- A. funding for the education component of all placements as detailed in this Agreement;
 - B. staffing of juvenile probation officers;
 - C. supervision officers and other staff, and training thereof;

- D. the physical plant necessary for the personal safety and security of all participants and providers of services; and
- E. for Galveston County resident students, any and all aspects of any residential component of the GCJJAEP.

IX. ADMINISTRATIVE RESPONSIBILITIES

- 9.01 Physical plant maintenance, utility expenses and facility standards to comply with the Americans with Disabilities Act relating to the Galveston County Juvenile Justice Center and associated facilities, shall be the responsibility of the County, not Dickinson ISD as the Fiscal Agent nor any other Participating District.
- 9.02 The County may request the removal of any instructional personnel staff member assigned to the GCJJAEP if the assigned staff member is no longer agreeable to the County because of performance, misconduct or other employment related concerns on the part of County Officials. The Director of Juvenile Services shall so notify the Superintendent of DISD and give the Superintendent in writing the specific reason(s) for the concerns. If upon review of the Director's expressed concerns the Superintendent agrees there are performance or other employment related issues, the Superintendent will timely counsel with the staff member and attempt to have those issues properly addressed within seven school days. If the staff member's performance or other employment related concerns are not corrected to the satisfaction of the County, the Director will again express the reasons for his/ her concern. The Director and the Superintendent will meet and discuss and attempt to reach a consensus on the matter. Instructional personnel shall remain at all times DISD employees and are subject to all DISD Board Policies, procedures and Operating Guidelines, including those governing the employment of said personnel.

X. LIABILITY/TERM

- 10.01 Only to the extent permitted by applicable law, but without waiver or expansion of any limits established by the Texas Tort Claims Act, each Party to this Agreement shall indemnify and hold harmless the other Parties and their officers, employees and agents, from and against any and all claims proximately caused by negligence, breach, or other act or omission by the indemnifying Party or its officers, employee, or agents.
- 10.02 The term of this Agreement shall be for the 2024-2025 school year according to the school calendar of Dickinson ISD.

XI. MEMORANDUM OF UNDERSTANDING

The GCJJAEP Governing Board and the Districts adopt this memorandum of understanding in compliance with the Texas Education Code (“TEC”), Section 37.010 (c) and (d), whereby it is agreed and understood that no court may order an expelled student to attend school as a condition of probation except by and through assignment to the Juvenile Justice Alternative Education Program; and the Parties hereby initiate the following operating policy guidelines:

The daily administration of all aspects of the GCJJAEP other than educational services including the GCJJAEP Code of Conduct, will be conducted by the Juvenile Justice Department under the direction of its Director or the Director's designee. The program will serve all eligible students from eligible Districts.

11.01 ELIGIBLE STUDENT. An eligible student is a student who is or was last enrolled in a Participating District located within Galveston County and who currently resides in a Galveston County school district. An exception for placement may be made pursuant to 37.010 (g) when the student’s parents have made a residence change into the district/county and court jurisdictional issues have been properly accommodated. The following students shall be eligible to attend the GCJJAEP:

1. Mandatory expelled students under TEC section 37.007 (a), (d), or (e).
2. Students who are under the jurisdiction of the Juvenile Court and are not expelled may be court ordered to receive educational services in the GCJJAEP. A copy of the Court Order shall be provided to the student's home district in order to satisfy Texas Education Agency requirements.
3. Students expelled under TEC section 37.007 (a), (d) or (e) who are eligible for attendance in any school within Clear Creek ISD but who are not residing in Galveston County, providing that Galveston County Juvenile authorities have agreed to serve the student who resides in Harris County.
4. Students expelled under TEC section 37.0081 (felony offense in Title 5, Penal Code; or the felony offense of aggravated robbery under Section 29.03 of the Texas Penal Code).
5. Students expelled under TEC section 37.309 (removal of registered sex offenders) provided space is available.

11.02 **ADMISSION PROCEDURES**. The Parties agree to comply with the following admission procedures:

- A. If placement is initiated by a Participating District's expulsion of a student, the Participating District shall notify the GCJJAEP Program Director or the Director's designee in advance of an expulsion hearing to allow the GCJJAEP and the Participating District to facilitate the student's transition into the GCJJAEP in the event the student is expelled.
- B. The Participating District in which the student is or was last enrolled shall provide to the Juvenile Justice Department and the Fiscal Agent, Dickinson ISD, a copy of the order of expulsion. Expulsion conducted pursuant to TEC section 37.0081 shall include a statement regarding the specific determinations required under Section 37.0081 (a) (1) and (2).
- C. Additionally, the Participating District in which the student is or was last enrolled shall provide to Dickinson ISD a copy the following:
 - expulsion letter signed by a Participating District official authorized to expel students, confirming that an expulsion hearing meeting the requirements of Chapter 37 of TEC has been afforded; and/or
 - a written waiver by the parent of the expulsion hearing (if used);
 - "Notification to Galveston County Juvenile Court" form;
 - copy of birth certificate or another document suitable as proof of the child's identity and date of birth;
 - documentation confirming social security number or state-issued PEIMS number, as applicable;
 - divorce decree or court orders showing custody;
 - restraining orders, other legal matters pertinent to school;
 - immunization and health records;
 - application for Free and Reduced Lunch Program or information on student's status;
 - attendance record;
 - disciplinary reports;
 - withdrawal/transfer grades in each subject;
 - current year's grade reports (progress reports, report cards);
 - Confidential Student Report for most recent state assessment scores (STAAR, EOC, TELPAS);
 - 504 paperwork and accommodation plan, if applicable;
 - Special Services paperwork, if applicable;
 - LPAC and other ESL/bilingual paperwork, if applicable; and
 - Transcript, and for high school students only – personal graduation plan.

- D. A student who is required to register as a sex offender will only be served pursuant to the same provisions applicable to students expelled under TEC section 37.0081 or applicable court order. The Participating District shall provide required notice not later than the second business day after the date an expulsion hearing is held pursuant to TEC Section 37.009, together with any other notice and information required under TEC Section 37.010 and Family Code Section 52.04. The Juvenile Courts of Galveston County shall consider appropriate proceedings under Title 3 of the Texas Family Code. As required by TEC Section 37.010 (a), an expelled student shall immediately attend the GCJJAEP from the date of expulsion.
- E. If the student is already under court supervision, the caseworker will recommend whether to amend the conditions of probation and it will be the Court's decision whether to implement any subsequent conditions of probation.
 - a. If conditions of probation are to be amended, the Assistant District Attorney shall prepare a Modification Order requiring the juvenile to participate in the GCJJAEP and the Student Code of Conduct. The Assistant District Attorney will request a court date as soon as practicable and the Court will be requested to consider the amendment of the Order.
 - b. If the juvenile was placed in detention due to the violation that resulted in expulsion, the caseworker may prepare conditions of release that would include an order requiring the juvenile to participate in the GCJJAEP and the Code of Conduct, subject to approval by the Juvenile Judge.
- F. If the student is not under prior court supervision, the Juvenile Justice Department, as designated by the Juvenile Court, shall determine if there is probable cause to believe the person engaged in delinquent conduct or conduct indicating a need for supervision. If a petition is filed, the Assistant District Attorney may include with the disposition order an order requiring the juvenile to participate in the GCJJAEP and the Code of Conduct for the Court's approval.
- G. Each Participating District will determine the length of time that each student will be enrolled at the JJAEP. Each Student will be assigned a program based on performance and behavior that includes earning points for expected behavior. Points will be earned on a daily basis and goals will be met prior to returning to the home campus, or until the length of expulsion has expired. A discharge report will be sent to the Participating District prior to a student being returned to that campus. Whenever possible, GCJJAEP will release the student at the end of the sending District's grading period. If the student's release date occurs during a week of state-mandated testing, the student must remain at GCJJAEP to complete the tests. No student shall be released during the last week of the Participating District's semester.

- H. Prior to the completion of the student's placement in the GCJJAEP, the program's probation officer will coordinate with the program administrator to contact the campus of record to initiate the student's transfer back to the student's home campus. The probation officer will assist in obtaining any information for the home campus and briefly monitor the student's progress upon the student's return.
- I. The probation officer will conduct an admission conference with the student and a parent or guardian to review all the GCJJAEP requirements and answer any questions on the first day of attendance.
- J. Juvenile Justice Department personnel will advise parent(s) or guardian(s) to schedule a physical examination for the student through the Juvenile Justice Department. The student may be admitted to the program prior to completion of the physical exam but will not participate in the physical training aspect of the program until exam results are received. Students with reduced activity ability will be placed on a modified physical training regimen. The form for the physical shall be as in Addendum 3 to this Agreement.
- K. Transportation of students attending the JJAEP will be the responsibility of the home school district or the student's parents at the sole discretion of the home school district. Neither the JJAEP, nor the Educational Fiscal Agent are responsible for transportation of students attending the JJAEP Program.
- L. As required under TEC 37.011(b)(4), GCJJAEP shall provide timely educational services in the GCJJAEP to all expelled students (including adult students 18 years of age or older) for which expulsion is required under Section 37.007(a), (d) or (e), regardless of the student's age or whether the juvenile court has jurisdiction over the student.

11.03 The GCJJAEP shall have its own Student Code of Conduct (Code of Conduct). The Texas Association of School Boards (TASB) model code of conduct shall be the basis for the Code of Conduct, with such modifications/additions, as the Governing Board deems appropriate. All modifications/additions shall be approved by the Governing Board.

Each District shall provide the Juvenile Justice Department with current copies of their respective Student Codes of Conduct. In the event a District amends its existing Student Code of Conduct, the District shall, within three days following action taken by the Board of Trustees of the District to approve the amendment, provide a copy of the Student Code of Conduct as amended to the Juvenile Justice Department. Each District's Student Code of Conduct shall be available for public inspection at the referring school at all times that the school is open. Additionally, each District's Student Code of Conduct shall be available for public inspection at the Juvenile Justice Department at all times that the Jerry J. Esmond Juvenile Justice Center is open.

11.04 Each student shall be provided an educational progress/ facilitation plan. GCJJAEP educational staff and administration shall review the student’s academic progress at regular intervals through the issuance of progress reports and report cards. In the case of a high school student, the GCJJAEP administrator of the education component, with the students parent or guardian, shall review the student’s progress towards meeting high school graduation requirements and shall establish a specific graduation plan for the student. FAPE remains the responsibility of the sending school district. DISD will confer with the sending school district, as necessary, to share data and consult with the LEA to enable sending districts to meet federal requirements.

Responsibility for the administration of all educational testing rests with the educational component administrator and the student’s home campus as outlined by the TEA Division of Testing and Accountability and Texas Administrative Code section 348.208(d)(4). Responsibility for any other type of assessment and identification of educational status and need rest with the sending District. Responsibility for the timely submission of pre and post-testing as required by TJJD rest with Galveston County.

Identified special education students shall be provided required services (as set forth in their IEP) with the sending District bearing any additional cost that is over and above the regular cost of program services for all participants. Administration of any and all related services and speech therapy is the responsibility of the sending Participating District, which also assumes responsibility for the provision of FAPE. Administration of the services for Limited English Proficiency (LEP) students is the responsibility of the sending Participating District.

11.05 The Parties agree that the (1) Order requiring student participation in the JJAEP program, and (2) the Student Code of Conduct of the sending District shall be incorporated into each student’s case file prior to admission. The Parties further agree that no student shall be exempted from any requirement set forth in those documents unless specifically modified by a special education IEP committee document or section 504 Accommodation Plan. The Student Code of Conduct sets forth staff expectations of students and proper disciplinary actions for violations of that Code.

11.06 **PLACEMENT OF STUDENTS WITH DISABILITIES.**

- A. The placement into the JJAEP of a student with a disability who receives special education services must be made in compliance with the Individuals with Disabilities Education Act (IDEA)(20 U.S.C. Section 1400 et seq.), the IDEA’s implementing federal regulations, and state law and regulations regarding the discipline of students with disabilities.
- B. A Participating District may expel a student who has been identified as an eligible student with a disability under the Individuals with Disabilities Education Act (IDEA) or a qualified student under Section 504 of the Rehabilitation Act of 1973 (504) only after (1) a duly constituted Admission Review and Dismissal (ARD) or 504 committee

determines that the alleged misconduct is not a manifestation of the student's disability/ies, and (2) the Participating District has complied with all other requirements as set forth in state and federal law regarding the discipline of students generally and the discipline of students with disabilities, specifically, including but not limited to the ARD or 504 committee determining what services, if any, are required to provide the student with a free, appropriate public education in the GCJJAEP as defined by law.

- C. The Participating District from which the special education student was expelled, whether for mandatory or permissive expulsion under Chapter 37 of the Texas Education Code, shall provide the administrator of the GCJJAEP or the administrator's designee with advance written notice a reasonable time prior to the meeting of a student's ARD or Section 504 committee to discuss the student's expulsion. A representative of the GCJJAEP may, at the election of the GCJJAEP and/or its Fiscal Agent if different from the GCJJAEP, participate in the meeting as a non-consensus member to the extent that the meeting relates to the student's placement in the GCJJAEP.
- D. The referring Participating District in which a student resides shall maintain the full responsibility to provide special education services, including related services, to eligible students under the Individuals with Disabilities Education Act. The GCJJAEP shall be responsible for any services required to comply with the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. The cost of any special education services provided to students by GCJJAEP shall be borne by the referring Participating District with the responsibility to provide the services. The Participating District may make such services available in conjunction with the GCJJAEP or at a separate time and location, at the discretion of the referring, Participating District. If the referring Participating District elects to make special education services available to the student in conjunction with the time the Student is at the GCJJAEP, the referring Participating District shall cooperate with the GCJJAEP to minimize disruption of the JJAEP.
- E. GCJJAEP teachers employed by the Fiscal Agent will issue progress reports for all students at the mid-point of each grading period. Required progress monitoring and reporting on any IDEA eligible student's IEP shall be the responsibility of the referring Participating District for that student, in consultation with the GCJJAEP teacher.

11.07 **SUSPECTED DISABILITY.** If a student assigned to the GCJJAEP is suspected of having a disability for which the student would be eligible for services under the IDEA, the GCJJAEP Administrator or Administrator's designee, will inform the sending Participating District of such suspicion immediately, and the Participating District's Child Find procedure will be initiated to resolve whether a special education referral and evaluation is warranted. Similarly, if a student assigned to the GCJJAEP is suspected of having a physical or mental impairment that substantially limits a major life activity, the GCJJAEP Administrator or

Administrator's designee will inform the sending Participating District of such suspicion immediately for decision on any further required evaluation or action. The sending Participating District remains solely responsible for all required Notices, Assurances, and any other Procedural Safeguards to which the student and his/her parents are entitled. However, GCJJAEP staff will assist with contributing to the necessary referral documents if requested.

- 11.08 **BACKGROUND CHECKS.** Any staff member assigned to or providing services on-site at the GCJJAEP who will or may have direct contact with students shall submit to a criminal history record check and fingerprinting in accordance with 37 Tex. Admin. Code Section 348.106(d). Employment by the GCJJAEP or the right to provide direct services on the campus of the GCJJAEP is expressly contingent upon the completion and return of acceptable results of criminal history checks.
- 11.09 **IMMUNITY.** Nothing herein shall waive or reduce the sovereign immunity of the parties hereto, or broaden the limited waiver of immunity provided by the Texas Tort Claims Act and the Texas Education Code, § 37.011(o).
- 11.10 **SUPPLEMENTARY PROGRAM FUNDING.** Each Participating District hereby agrees to allow the Fiscal Agent to submit a grant application for eligible JJAEP funds from the State and to reasonably cooperate in submission of such application. Any such funds received from the State shall be utilized to offset educational expenses of County and Participating Districts, including the Fiscal Agent, and any remaining funds may be used for expansion and improvement of the GCJJAEP.
- 11.11 **INSPECTION OF RECORDS.** Upon request, all public records of DISD as the Fiscal Agent that are created and maintained pursuant to the Fiscal Agent's satisfaction of its obligations under this Agreement shall be made available for inspection at any time mutually convenient to the Fiscal Agent and the requesting party, subject to the requirements of the Family Educational and Privacy Rights Act, 20 U.S.C.A. § 1232g and V.T.C.A., Government Code Chapter 552, Public Information Act. Any cost of such inspection or copying shall be borne by the party requesting said records.
- 11.12 **EQUAL EMPLOYMENT POLICIES.** DISD as the Fiscal Agent affirms that it is an equal opportunity employer and does not discriminate on basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services, programs or activities.
- 11.13 **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between the Parties and shall take the place of any prior understandings, written or oral agreements. This Agreement consists of both an Interlocal Cooperation Agreement and Memorandum of Understanding for Juvenile Justice Alternative Education Program, along with a statement of Funding Parameters attached hereto as Exhibit "A".

11.14 **SEVERABILITY**. If any part of this Agreement is held to be illegal, such part shall be deemed severable and the remaining parts shall nevertheless be binding.

11.15 **TERM and EFFECTIVE DATE**. This Agreement is effective August 1, 2024, and shall remain in effect through July 31, 2025. The Parties shall use their best efforts to execute a renewal of the memorandum prior to August 1, 2025. In the absence of a revision, this Agreement shall remain in effect until such time as the Parties, through votes of their governing bodies, determine to void, modify, or repeal the entire document or any portion thereof.

[Remainder of page intentionally left blank]

This Agreement is hereby **EXECUTED IN MULTIPLE ORIGINALS (10)**, as authorized by the County of Galveston by action of the Commissioners Court on the _____ day of _____, 2024, by action of the Dickinson Independent School District Board of Trustees on the _____ day of _____, 2024, and by each of the other Participating Member Districts by action on dates as indicated below, to be effective the 1st day of August, 2024.

GALVESTON COUNTY COMMISSIONERS COURT

By: _____

DICKINSON INDEPENDENT SCHOOL DISTRICT
(as Fiscal Agent and as a Participating District)

By: _____

GALVESTON COUNTY JUVENILE BOARD

Date of Juvenile Board Authorization:

By: _____

CLEAR CREEK INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

FRIENDSWOOD INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

GALVESTON INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

HIGH ISLAND INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

HITCHCOCK INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

SANTA FE INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

TEXAS CITY INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

EXHIBIT "A"

**GALVESTON COUNTY
JUVENILE JUSTICE ALTERNATIVE EDUCATION PROGRAM
(GCJJAEP)**

FUNDING PARAMETERS

FUNDING:

1. For the 2024-2025 school year, the Galveston County Juvenile Justice Center will educate students residing in Participating Districts located within Galveston County who are expelled due to a mandatory expulsion or student placement pursuant to Texas Education Code (TEC) 37.0081(g) and TEC 37.309(b). Mandatory expulsions are defined as those expulsions for offenses described in Section 37.007 (a), (d), or (e) of the TEC, funded by the allocation to Galveston County from the State through the Texas Juvenile Justice Department (TJJD) for that purpose. The entire cost of educating students identified as having committed an offense specifically set forth in Section 37.007 (a), (d), or (e) of the TEC shall be solely borne by Galveston County. It is further agreed and understood that expelled students covered by this paragraph are ineligible to be counted, for purposes of student attendance accounting and corresponding funding, by their Participating District of residence.
2. The entire cost of educating students identified as having committed an offense specifically set forth in Sections 37.0081(g) and TEC 37.309(b)(1) of the TEC, or other discretionary placements, shall be solely borne by the Participating District of residence for such students.

Additional Considerations

1. Average Daily Attendance (ADA) or other funding allotment, if any, that the Fiscal Agent District receives for a student placed at the GCJJAEP by any Participating District may be deducted, at the sole discretion of the Fiscal Agent, from the overall cost in determining net cost to the County.
2. Grant funds awarded to any Participating District, which in the determination of the Participating District to which the grant is awarded can be applied to lower costs for services provided to a student placed at the GCJJAEP, shall be applied to reduce net cost to the County for that student's placement in the GCJJAEP.
3. Galveston County shall be solely responsible for payment of all wages and any other costs related to the employment of Galveston County Juvenile Justice Department personnel. Galveston County further shall provide the physical plant, breakfast and lunch for all students,

and for costs incurred by the GCJJAEP for any non-educational matter not otherwise specified in this Agreement.

4. Galveston County shall pay Fiscal Agent District, identified herein as Dickinson ISD, fifty percent (50%) of all annual projected operating costs as a fixed-rate cost based on the proposed number of personnel identified by the Fiscal Agent for implementation of the GCJJAEP program for the Fiscal Year. All personnel are and shall be employees of the Fiscal Agent, currently Dickinson Independent School District (DISD), and are subject to the Board Policies and employment expectations of the Fiscal Agent District. Annual operating costs are defined as those costs associated with the hiring, retention, maintenance, salary, and provision of benefits to employees identified in this paragraph and shall be paid by the County on the following schedule:

On or after September 1, but not later than October 1 of each year for which this Agreement remains in force:

- 1/2 of annual operating costs for two teachers appropriately certified to provide instruction in the State of Texas for the area and grade levels assigned;
- 1/3 of annual operating costs for one assistant principal;
- 1/3 of annual operating costs for one clerical aid, 1/5 of annual operating costs for one program administrator appropriately certified in the State of Texas to oversee and manage the GCJJAEP program; and
- Any other annual operating costs incurred by Dickinson ISD as Fiscal Agent for one or more additional teacher(s) certified to provide instruction in the State of Texas for the area and grade levels assigned upon the request of the GCJJAEP and Galveston County Commissioners Court pursuant to paragraph 6.02 of this Agreement.

Thereafter, the balance of all annual operating costs up to the 50% cap owed shall be paid by Galveston County to the Fiscal Agent District. The balance shall be determined on the basis of actual operating costs for the Fiscal Year, less any reimbursement grants, ADA or other proceeds received for the operation of the GCJJAEP to reimburse for such costs, as determined by the Fiscal Agent and invoiced in June of the same Fiscal Year to the County by the Fiscal Agent District.

5. Galveston County (County) has budgeted from its general budget fund certain amounts for paper and copies, arts and crafts, and materials and supplies for each program. Instructional personnel shall comply with County's procurement procedures for the acquisition of instructional materials using the fund budgeted by the County. Fiscal Agent Dickinson ISD may supplement those funds for materials and supplies, at its discretion, but will not be reimbursed by the County for supplemental expenses, if any, without express approval by the County.

6. The T1 data circuit as provided by the County through Southwestern Bell or other service provider at the juvenile facility will be billed to and paid by the County.

7. If a student has been court-ordered to attend the GCJJAEP, the County shall be responsible for funding such placements contingent upon (1) confirmation that the placement is pursuant to the mandatory expulsion provisions under Chapter 37 of the Texas Education Code, and (2) the student has in fact been expelled by the Participating District.

8. Galveston County shall be responsible for (1) compensation and other costs associated with the employment of Galveston County Juvenile Justice personnel assigned to work or to provide services on site at the GCJJAEP, (2) provision and maintenance of the physical plant in which the GCJJAEP is located, (3) provision of breakfast and lunch meeting all USDA Nutritional Requirements applicable to public school districts to all students assigned to GCJJAEP by a Participating District, and (4) ancillary matters in support of the operation of the GCJJAEP program for assigned students assumed as reasonable costs.

9. The GCJJAEP will provide services to students expelled to the GCJJAEP pursuant to (1) TEC section 37.0081 (Students found by the Participating District referring the student to have committed a felony offense identified under Title 5 of the Texas Penal Code), and (2) students expelled to the GCJJAEP pursuant to TEC section 37.309 (placement of registered sex offenders), provided space is available as determined by the GCJJAEP. Participating Districts shall reimburse Galveston County for the provision of services provided under this Agreement, and pursuant to 37.0081(g), the total reimbursement to the County by all Participating Districts shall not exceed actual costs incurred each instructional day per student during that period that the student is assigned to the GCJJAEP. It is agreed and understood that each Participating District shall be obligated to reimburse Galveston County in an amount proportionate to the number of students expelled from that Participating District pursuant to TEC 37.007(a), (d), (e), TEC 37.0081 and TEC 37.309(b). Each Participating District will be invoiced their respective cost amount in October of each year, which shall be reimbursed back to the County not later than August 19, 2024.

DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024
Item Title: The Transforming Lives Cooperative Day Program 2024-2025 MOU
Agenda Item: Robert Cobb

Background Information:

A copy of the Galveston County Transforming Lives Cooperative Day Program 2024-2025 is attached for your review. There are no substantive changes from last year.

Recommendation:

The Superintendent and Assistant Superintendent for Administration recommend approval of the Galveston County Transforming Lives Cooperative Day Program 2024-2025 MOU.

Action Item: X Yes No

Motion made by _____ **seconded by** _____ **vote** _____

**Interlocal Cooperation Agreement and
Memorandum of Understanding for
the Provision of Educational Services for
The Transforming Lives Cooperative Day Program
(2024-2025)**

This Agreement for Educational Services (Agreement) is made and entered into effective August 1, 2024, by, between, and among the GALVESTON COUNTY JUVENILE PROBATION BOARD (Board) and each of the independent school districts participating in the Transforming Lives Cooperative Day Program (Districts).

1. RECITALS

1.01. The Board and the Districts are “local governments” and public education in the context contemplated herein is a “governmental function and service” as those terms are defined in the Interlocal Cooperation Act (the Act), codified as Chapter 791 of the Texas Government Code.

1.02. The Act authorizes any local government to contract or agree with another local government in accordance with the Act to perform governmental functions and services that each party to the contract is authorized to perform individually.

1.03. Pursuant to 152.0902, Human Resources Code, the Board controls and supervises each Galveston County facility (Facility) used for the detention facility located at 6101 Attwater Avenue, Texas City, Texas and is within the jurisdiction of DISD.

1.04. The Board has established a therapeutic day treatment program at the facility. The Districts, through their ADA reimbursement, and the Board, through its state grant, together will receive reimbursements from the state for 100% of the cost of the salaries paid to the instructional personnel assigned to the education program for youths in the Transforming Lives Cooperative Day Program (Program).

1.05. The Districts and the Board desire to provide an opportunity for youths under the jurisdiction of the juvenile courts to obtain teacher-directed instruction and assistance in course work including, but not limited to, reading, language arts, and mathematics (Educational Services).

1.06. The Districts and the Board concur that the educational component of the Transforming Lives Cooperative Day Program can be administered most efficiently at a centralized location within the geographic boundaries and education jurisdiction of the Dickinson Independent School District (DISD). The Parties desire to engage DISD to serve as Fiscal Agent for the Board and each of the Districts for the education of the students assigned to the Program.

1.07. As Fiscal Agent for education purposes, DISD shall function as agent for and on behalf of the Board and all the Districts. DISD shall administer the education program on a day-to-day basis in accordance with policies and procedures of the Transforming Lives Cooperative Day Program. Where such policies are silent, the Program shall be administered according to policies and procedures otherwise in effect within the DISD.

1.08. In addition to the educational services provided through the Program, the Parties are involved in providing educational services at the Jerry J. Esmond Juvenile Justice Center for youths in the Residential Detention Program, the Transforming Lives Cooperative Residential Program, and the Juvenile Justice Alternative Education Program (JJAEP). This Agreement does not address the operation of the Residential Detention Program, the Transforming Lives Cooperative Residential Program, or the JJAEP, which are governed by separate agreements.

2. TERM; TERMINATION

2.01. The term of this Agreement shall begin on the effective date of this Agreement, and end on July 31, 2025, unless sooner terminated as provided in this Agreement.

2.02. A Party may cancel this Agreement:

- (1) for any reason or for no reason, by giving sixty (60) days' notice in writing to the other Parties; or
- (2) immediately upon delivery of written notification of termination, if the other Party (Parties) commits a material breach of this Agreement.

3. EDUCATIONAL SERVICES

3.01. Educational Services will be provided by DISD for youths in the Program, including special education students. Identified special education students shall be provided required services (as in their IEP) with any additional cost over and above average cost (of program services for all other participants) borne by the sending District. The sending District working in conjunction with the administrator of the Fiscal Agent shall mutually determine the method of service delivery. Programming of Educational Services shall comply with the requirements of the Texas Juvenile Justice Department and the rules and regulations pertaining to or regulating the provision of the Educational Services, including those now in effect or subsequently adopted.

3.02. Classes for the Program shall be conducted at the Jerry Esmond Juvenile Justice Center.

3.03. DISD shall provide for review of all available student education records and assessment records so that the appropriate educational services may be provided to youths in the Program. The Board shall assist DISD in obtaining the records in a timely manner. DISD shall communicate with the school District where a youth would ordinarily attend school if the youth was not under the jurisdiction of the juvenile courts (the "home school district") to:

- (1) clarify any questions that arise with regard to the provision of the Educational Services; and
- (2) facilitate re-entry to the home school district.

3.04. Prior to providing Educational Services to a special education or limited English proficient (LEP) student, DISD must receive proof of compliance with any requirements under state or federal laws or regulations concerning notice, due process, or parental consent. The Board shall obtain the necessary proofs of compliance.

3.05. Textbooks are to be provided at state expense through coordination with the state by DISD and the Board.

3.06. Galveston County, by and through its Commissioners Court, has budgeted from its general budget fund certain amounts for paper and copies, arts and crafts, and materials and supplies for the Program. Instructional personnel shall comply with Board procedures for the expenditures of these funds. DISD may supplement these funds for materials and supplies in its discretion but will not be reimbursed by Galveston County for supplemental expenses, if any, without prior express Galveston County approval.

3.07. The Board shall provide and maintain appropriate space for classroom instruction and office space for instructional personnel, including desks and other furniture. The Board is responsible for all utility expenses for the space.

3.08. The Board shall maintain a safe and secure environment for instructional personnel on duty at a facility and during student movement to and from classes. At least one Supervision Officer shall be assigned to be present in each classroom at all times that a student is attending the class. The Board shall designate additional Board personnel to provide support to instructional personnel should crisis intervention be required at the facility.

3.09. Instructional personnel shall cooperate with Board personnel in dealing with youth behavior and discipline matters. A teacher may request that a Supervision Officer remove a youth from a classroom if the youth is ill or the youth's behavior seriously disrupts the learning of others. Disciplinary measures for a youth removed in this manner from a classroom shall be handled in accordance with Board policy and procedures.

4. INSTRUCTIONAL PERSONNEL

4.01. DISD shall hire and assign instructional personnel to the Program as follows:

- 2 teachers (one-half of salaries will be reimbursed by the Transforming Lives Cooperative Program)
- 1 Records Clerk Paraprofessional
- 1 Educational Records Secretary (one-third of salary will be reimbursed by the Transforming Lives Cooperative Program)
- 1 assistant principal (one-third of salary will be reimbursed by the Transforming Lives Cooperative Program)

Instructional personnel must meet DISD hiring requirements. At least one teacher assigned to the Program must be a certified teacher in accordance with certification requirements set forth by the Texas Education Agency (TEA). It is the intent of DISD and the Board that all teachers assigned to the program are certified teachers in accordance with certification requirements set forth by the TEA. The special education teacher will be

assigned to the Program as well as the Residential Detention Program, the Transforming Lives Cooperative Residential Program, and the JJAEP. Instructional personnel are the same as, and not in addition to nor cumulative of, the instructional personnel in the Residential Detention Program, the Transforming Lives Cooperative Residential Program, and the JJAEP. Likewise, salary reimbursement is not in addition to nor cumulative of any reimbursement provided for in the Residential Detention Program, the Transforming Lives Cooperative Residential Program, and the JJAEP. Copies of the teaching certificates and qualifications of the personnel shall be made available to the Board upon request.

4.02. Instructional personnel shall be the employees of DISD, subject to the supervision and personnel policies of DISD. DISD shall determine the salary and benefits for the instructional personnel. The salaries and benefits shall be at a rate comparable to other teachers and teachers' aides employed by DISD.

4.03. Instructional personnel are also subject to all policies and rules of the Board pertaining to the operation of a Facility. If the performance of a teacher or teacher's aide disrupts the efficient operation of a program at a Facility, the Board may request the transfer of that teacher or teacher's aide, and DISD shall comply with the request and assign a different DISD employee to the facility, so long as such reassignment or termination is consistent with DISD Board Policy DK(Legal) and DK(Local) and the DF series of policies.

4.04. Instructional personnel shall be provided for each regularly scheduled school day. In the event an assigned teacher is absent, DISD shall provide for a substitute teacher who meets the minimum requirements for substitutes in the district.

4.05. Instructional personnel shall comply with the continuing education requirements of DISD and shall attend in-service education and other selected activities that upgrade instructional competency and provide training on special needs of students under the jurisdiction of the juvenile courts. DISD, not Galveston County or the Board, shall bear the cost of teacher training and in-service education.

5. ON-SITE ADMINISTRATOR

5.01. The Board's Deputy Director – Special Programs, who is a County employee, and an assistant principal shall serve as the on-site administrators for the instructional personnel. The on-site administrators are designated by the Board to act as its contact person with DISD for the administration of the Program. DISD's Alternative Education Coordinator is designated by DISD as its contact person for the Board in connection with the performance of this Agreement.

5.02. The on-site administrator shall:

- (1) monitor the instructional personnel's performance of its duties, including attendance and punctuality;
- (2) enforce facility rules applicable to instructional personnel; and

(3) confer with a member of the instructional staff or with the DISD Alternative Education Coordinator, as appropriate, if a member of the instructional personnel violates a rule or fails to meet expectations in an area.

6. RECORD KEEPING; DATA CONFIDENTIALITY

6.01. DISD, with the cooperation of the Board, shall maintain all enrollment, attendance, and other reports, records, and accounting required by TEA, the Texas Juvenile Justice Department, and other applicable state and federal agencies. DISD will make available to the Board records required to complete reports required by the Texas Juvenile Justice Department and other applicable state and federal agencies.

6.02. The Districts and the Board agree to abide by all applicable federal or state data privacy laws, rules, and regulations. The use or disclosure by any Party of confidential information concerning a youth eligible for or enrolled in a program for any purpose not directly connected with the administration of the programs is prohibited, except with the written consent of the youth, the youth's parent(s) or guardian, or the youth's attorney.

6.03. For purposes of accountability under Chapter 39 of the Texas Education Code and the Foundation School Program, a student enrolled in the Program shall be reported as if the student was enrolled at the student's home campus in the student's regularly assigned education program, including a special education program where applicable. The participating home District of each student shall cooperate fully in making such reports and accepting such accountability. All PEIMS reporting requirements for the students placed in the program shall remain the responsibility of the home District.

7. FUNDING AND REIMBURSEMENT PROCEDURES

7.01. The Districts shall apply for all available funding reimbursements for the expenses of the program, including, but not limited to, funds based on ADA and, if appropriate, special education funds. The Districts application for funding shall be made to TEA and to any other agency with funding available for either or both of the programs.

7.02. All funds received, from whatever source, for the benefit of students in the Program shall be applied directly to the cost of operation of the Program. Expenditures of allocated funds must be in compliance with TEA policy, DISD business office guidelines, and County budgetary policy.

7.03. Nothing herein shall burden the Fiscal Agent, Galveston County, the Board, or any other participating school District with the added expense necessary to address or accommodate any particular needs of special education, education of the handicapped, accommodation of disability, or other special requirements unique to a particular student. Such services, cost(s) and expense shall remain the responsibility of the home school District or the responsible home District in which the student is or was last regularly enrolled prior to court order.

7.04. As Fiscal Agent, DISD shall prepare the Program budget; shall disburse Program funds applicable to Education Services; shall be responsible for educational personnel serving the campus and Program; shall maintain all educational records applicable to the

Program; shall correspond with assigned students' home districts with regard to status and ultimate disposition of each assigned student; and shall provide necessary curriculum and other such responsibilities normally associated with the administration and provision of Education Services.

7.05. Upon completion of the school year, DISD shall submit to each participating school District the name of the student, PIEMS number, and the total number of attendance days at the Program. All ADA funding entitlements generated by the student's placement in the Program shall be forwarded to DISD.

7.06. At the end of the school year the Board shall pay DISD for DISD's cost for the instructional personnel's salaries, health insurance, and Medicare benefits that is not reimbursed through ADA or other funding attributable to students in the program.

7.07. DISD shall submit an invoice for the Program to the Board at the end of the school year, detailing the amount owing by the Board under this Agreement. Each invoice must include:

- (1) the amount paid by DISD for each teacher and teacher's aide in salary, health insurance, and Medicare benefits;
- (2) the number of student days, number of students, and other information used by DISD in determining its ADA;
- (3) the amount of ADA reimbursement and other reimbursements, if any, received by DISD for that program; and
- (4) the total amount due from the Board.

7.08. On receipt of the invoice, the Board shall attempt to promptly verify the amount due and process the necessary paperwork for payment. Payment will be sent to:

DISD
PO Box Z
Dickinson, TX 77539
Attn: Assistant Superintendent for Business Services

8. NOTICE

8.01. Any notice required or permitted between the Parties under this Agreement must be in writing and shall be delivered in person or mailed, certified mail, return receipt requested, or may be transmitted by facsimile as follows:

to the Board at:

Glen R. Watson, Director – Juvenile Justice Department
Jerry Esmond Juvenile Justice Center
6101 Attwater Avenue
Dickinson, TX 77539
Fax: (409) 770-5978

to DISD at:

Karla Voelkel, Superintendent
Dickinson Independent School District
P. O. Drawer Z
Dickinson, TX 77539
Fax: (281-229-6023

with a copy to:

Galveston County Judge
733 Moody, 2nd Floor
Galveston, TX 77550
Fax: (409) 770-5560

9. INDEPENDENT RELATIONSHIP

9.01. None of the provisions of the Agreement are intended to create, nor may be deemed to create, any relationship between the Board, the Districts, or Galveston County other than that of independent entities contracting with each other, or ratifying the agreement, solely for the purpose of effecting the provisions of this Agreement. In the performance of work, duties, and obligations under this Agreement, DISD is at all times acting and performing as an independent contractor with complete control over the means, manner, and method by which services are rendered.

9.02. Nothing in this Agreement shall create any employer/employee or agency relationship among the Board, the Districts, or Galveston County. DISD instructional personnel are not entitled to any of the rights, privileges, or benefits of a County or Board employee, except as otherwise may be stated herein. County or Board employees are not entitled to any of the rights, privileges, or benefits of a DISD employee, except as otherwise may be stated herein.

10. ENTIRETY OF AGREEMENT AND MODIFICATION

10.01. This Agreement contains the entire agreement between the Parties relating to their rights and obligations under this Agreement. A prior agreement, promise, negotiation, or representation not expressly set forth in this Agreement has no force or effect. A subsequent modification to this Agreement must be in writing, signed by the Party to be charged and expressly authorized by the governing body of the Party. An official representative, employee, or agent of Galveston County or the Board does not have authority to modify or amend this Agreement except pursuant to specific authority to do so granted by the Board.

11. SEVERABILITY; CONFORMITY WITH LEGAL LIMITATIONS

11.01. If a provision contained in this Agreement is held invalid for any reason, the invalidity does not affect other provisions of this Agreement that can be given effect without the invalid provision, and to this end the provisions of this Agreement are severable.

11.02. If any current or future legal limitations affect the validity or enforceability of a provision of this Agreement, then the legal limitations are made a part of this Agreement and shall operate to amend this Agreement to the minimum extent necessary to bring this Agreement into conformity with the requirements of the limitations, and as so modified, this Agreement shall continue in full force and effect.

12. MISCELLANEOUS

12.01. This Agreement is subject to the appropriation of funds by Galveston County, acting by and through its Commissioners Court and the approval of the budget for the Juvenile Justice Department by the Board for the current or any upcoming fiscal year. Nothing in this Agreement may be deemed to be binding on a future juvenile board. The failure of the County to appropriate monies for the Board's obligations under this Agreement will automatically result in the termination of this Agreement.

12.02. This Agreement is not assignable by either Party without the prior written consent of the other Party.

12.03. This Agreement is subject to all legal requirements provided by county, state, or federal statutes, rules, and regulations.

12.04. This Agreement shall be governed by the laws of the State of Texas. Venue for an action arising under this Agreement shall be exclusively in Galveston County.

12.05. Unless the context requires otherwise, words shall be given their ordinary meaning. If a word is connected with and used with reference to a particular trade or subject matter or is used as a word of art, the word shall have the meaning given by experts in the particular trade, subject matter, or art.

12.06. Words in the present or past tense include the future tense. The singular includes the plural and the plural includes the singular unless expressly provided otherwise. Words of one gender include both genders.

12.07. The headings at the beginning of the various provisions of this Agreement have been included only in order to make it easier to locate the subject covered by each provision and are not to be used in construing this Agreement.

****The Rest of this Page is Intentionally Left Blank****

EXECUTED IN MULTIPLE ORIGINALS, as authorized by action of the Galveston County Juvenile Probation Board on the _____ day of _____, 2024, by action of the Dickinson Independent School District Board of Trustees on the _____ day of _____, 2024, and by each of the other participating school districts by action on the dates indicated below, to be effective the first day of August, 2024.

GALVESTON COUNTY JUVENILE BOARD

By: _____

DICKINSON INDEPENDENT SCHOOL DISTRICT

(as Fiscal Agent and as a Participating District)

By: _____

CLEAR CREEK INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

FRIENDSWOOD INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

GALVESTON INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

HIGH ISLAND INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

HITCHCOCK INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

SANTA FE INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

TEXAS CITY INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Educational Services Agreement for Galveston County Detention and TLC Residential for 2024-2025

Agenda Item: Robert Cobb

Background Information:

A copy of the Agreement for Educational Services between Galveston County Juvenile Probation Board and Dickinson Independent School District for 2024-2025 is attached for your review. There are no substantive changes from last year.

Recommendation:

The Superintendent and Assistant Superintendent for Administration recommend approval of the Agreement for Educational Services between Galveston County Juvenile Probation Board and Dickinson Independent School District for 2024-2025.

Action Item: X Yes No

Motion made by _____ **seconded by** _____ **vote** _____

**Agreement for Educational Services
between
Galveston County Juvenile Probation Board
and
Dickinson Independent School District
(2024-2025)**

This Agreement for Educational Services (Agreement) is made and entered into effective August 1, 2024, by and between the GALVESTON COUNTY JUVENILE PROBATION BOARD (Board) and the DICKINSON INDEPENDENT SCHOOL DISTRICT (DISD).

1. RECITALS

1.01. Pursuant to 152.0902, Human Resources Code, the Board controls and supervises each Galveston County facility (Facility) used for the detention facility located at 6101 Attwater Avenue, Texas City, Texas and which is located within the jurisdiction of DISD.

1.02. Section 25.001, Texas Education Code, requires a school district to admit into the schools of the district a student who resides at a residential facility located in the district. Section 29.081, Texas Education Code, requires a school district to provide certain instruction to a student at risk of dropping out of school, including a student who resides in a detention facility in the district. DISD and the Board desire to provide an opportunity for youths under the jurisdiction of the juvenile courts to obtain teacher-directed instruction and assistance in course work, including, but not limited to, reading, language arts, and mathematics (Educational Services).

1.03. DISD will be reimbursed with state funds in accordance with its Average Daily Attendance (ADA) reimbursement formula, for a portion of its expense of administrative costs and for paying the salaries of the DISD teachers and aides (Instructional Personnel) assigned to the educational program for youths in residential detention (the Residential Detention Program”) and/or residential placement (Transforming Lives Cooperative Program) (TLC). Galveston County, acting by and through its Commissioners Court, provides in its general budget fund for the payment of the remaining portion of the salary expense for the instructional personnel assigned to the Residential Detention Program.

1.04. In addition to the educational services provided through the Residential Detention Program and the TLC (these two programs being collectively referred to herein as the Programs), the Parties are involved in providing educational services at the Jerry Esmond Juvenile Justice Center for youths under the jurisdiction of the juvenile courts through a third program known as the Juvenile Justice Alternative Education Program (JJAEP) and a fourth program known as the Transforming Lives Cooperative Day Program. This Agreement does not address the operation of the JJAEP or the Transforming Lives Cooperative Day Program, which are governed by separate agreements.

2. TERM; TERMINATION

2.01. The term of this Agreement shall begin on the effective date of this Agreement, and end on July 31, 2025, unless sooner terminated as provided in this Agreement.

2.02. Either Party may terminate this Agreement:

(1) for any reason or for no reason, by giving sixty (60) days' notice in writing to the other Party; or

(2) immediately upon delivery of written notification of termination, if the other Party commits a material breach of this Agreement.

3. EDUCATIONAL SERVICES

3.01. Educational Services will be provided by DISD for youths in the Programs, including special education students. Programming of Educational Services shall comply with the requirements of the Texas Juvenile Justice Department and the rules and regulations pertaining to or regulating the provision of Educational Services, including those now in effect or subsequently adopted.

3.02. Classes for the Programs shall be conducted at the Jerry Esmond Juvenile Justice Center.

3.03. DISD shall provide for review of available student education records and assessment records so that the appropriate Educational Services may be provided to youths in the Programs. The Board shall assist DISD in obtaining the records in a timely manner. DISD shall communicate with the school district where a youth would ordinarily attend school if the youth was not under the jurisdiction of the juvenile courts (home school district) to:

(1) clarify any questions that arise with regard to the provision of the educational services; and

(2) facilitate re-entry to the home school district.

3.04. Prior to providing educational services to a special education or limited English proficient (LEP) student, DISD must receive proof of compliance with any requirements under state or federal laws or regulations concerning notice, due process, or parental consent. The Board shall obtain the necessary proofs of compliance.

3.05. Textbooks are to be provided at state expense through coordination with the state by DISD and the Board.

3.06. Galveston County has budgeted from its general budget fund certain amounts for paper and copies, arts and crafts, and materials and supplies for the Programs. Instructional personnel shall comply with Board procedures for the expenditures of these funds. DISD may supplement these funds for materials and supplies in its discretion but will not be reimbursed by the County for supplemental expenses, if any, without express County approval.

3.07. The Board shall provide and maintain appropriate space for classroom instruction and office space for instructional personnel, including desks and other furniture. The Board is responsible for all utility expenses for the space.

3.08. The Board shall maintain a safe and secure environment for instructional personnel on duty at a facility and during student movement to and from classes. At least one Supervision Officer shall be assigned to be present in each classroom at all times that a student is attending the class. The Board shall designate additional Board personnel to provide support to instructional personnel should crisis intervention be required at the facility.

3.09. Instructional personnel shall cooperate with Board personnel in dealing with youth behavior and discipline matters. A teacher or teacher's aide may request that a Supervision Officer remove a youth from a classroom if the youth is ill or the youth's behavior seriously disrupts the learning of others. Disciplinary measures for a youth removed in this manner from a classroom shall be handled in accordance with Board policy and procedures.

4. INSTRUCTIONAL PERSONNEL

4.01. DISD shall hire and assign instructional personnel to the programs as follows:

- | | |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Residential Detention Program: | 3 teachers
1 Educational Records Secretary (one third of salary will be reimbursed by the residential detention program)
1 assistant principal (one third of salary will be reimbursed by the residential detention program) |
| TLC Program: | 2 teachers
1 Records Clerk Paraprofessional
1 Educational Records Secretary (one third of salary will be reimbursed by the TLC Program)
1 assistant principal (one third of salary will be reimbursed by the TLC Program) |

Instructional personnel must meet DISD hiring requirements. At least one teacher assigned to the residential detention program and Transforming Lives Cooperative Residential Program must be a certified teacher in accordance with certification requirements set forth by the Texas Education Agency (TEA). It is the intent of DISD and the Board that all teachers assigned to the programs are certified teachers in accordance with certification requirements set forth by the TEA. The special education teacher will be assigned to both the Programs as well as the JJAEP and the Transforming Lives Cooperative Day Programs. Copies of the teaching certificates and qualifications of the personnel shall be made available to the Board upon request.

4.02. Instructional personnel shall be the employees of DISD, subject to the supervision and personnel policies of DISD. DISD shall determine the salary and benefits for the instructional personnel. The salaries and benefits shall be at a rate comparable to other teachers and teachers' aides employed by DISD.

4.03. Instructional personnel are also subject to all policies and rules of the Board pertaining to the operation of a facility. If the performance of a teacher or teacher's aide disrupts the efficient operation of a program at a facility, the Board may request the transfer of that teacher or teacher's aide, and DISD shall comply with the request and assign a different DISD employee to the facility, so long as such reassignment or termination is consistent with DISD Board Policy DK(Legal), Policy DK(Local), and the DF series of policies.

4.04. Instructional personnel shall be provided for each regularly scheduled school day. In the event an assigned teacher is absent, DISD may provide for a substitute teacher who meets the minimum requirements for substitutes in the district.

4.05. Instructional personnel shall comply with the continuing education requirements of DISD and shall attend in-service education and other selected activities that upgrade instructional competency and provide training on special needs of students under the jurisdiction of the juvenile courts. DISD, not the County or the Board, shall bear the cost of teacher training and in-service education.

5. ON-SITE ADMINISTRATOR

5.01. The Board's Deputy Director – Detention, Deputy-Director – Special Programs, who are County employees, and the designated assistant principal shall serve as the on-site administrators for the instructional personnel. The on-site administrators are designated by the Board to act as its contact person with DISD for the administration of the programs. DISD's Alternative Education Coordinator is designated by DISD as its contact person for the Board in connection with the performance of this Agreement.

5.02. The on-site administrators shall:

- (1) monitor the instructional personnel's performance of its duties, including attendance and punctuality;
- (2) enforce Facility rules applicable to instructional personnel; and
- (3) confer with a member of the instructional staff or with the DISD Alternative Education Coordinator, as appropriate, if a member of the instructional personnel violates a rule or fails to meet expectations in an area.

6. RECORD KEEPING; DATA CONFIDENTIALITY

6.01. DISD, with the cooperation of the Board, shall maintain all enrollment, attendance, and other reports, records, and accounting required by TEA, the Texas Juvenile Justice Department, and other applicable state and federal agencies. DISD will make available to the Board records required to complete reports required by the Texas Juvenile Justice Department and other applicable state and federal agencies.

6.02. DISD and the Board agree to abide by all applicable Federal or State data privacy laws, rules, and regulations. The use or disclosure by any Party of confidential information concerning a youth eligible for or enrolled in a program for any purpose not directly connected with the administration of the programs is prohibited, except with the written consent of the youth, the youth's parent(s) or guardian, or the youth's attorney.

6.03. After the second day of a youth's detention in the residential detention facility, the Board shall arrange for notification to DISD if the youth is likely to remain in detention for more than five days so that the necessary DISD enrollment for the residential detention program can take place; provided however, that the Board shall arrange for notification to DISD upon admission of a youth into the TLC, so that the necessary DISD enrollment for the TLC can take place.

7. FUNDING AND REIMBURSEMENT PROCEDURES

7.01. DISD shall apply for all available funding reimbursements for the expenses of the programs, including, but not limited to, funds based on ADA and, if appropriate, special education funds. DISD's application for funding shall be made to TEA and to any other agency with funding available for either or both of the programs.

7.02. All funds received, from whatever source, for the benefit of students in a program shall be applied directly to the cost of operation of that program. Expenditures of allocated funds must be in compliance with TEA policy, DISD business office guidelines, and County budgetary policy.

7.03. At the end of the school year the Board shall pay DISD for DISD's cost for the instructional personnel's salaries, health insurance, and Medicare benefits that is not reimbursed through ADA or other funding attributable to students in the Programs.

7.04. DISD shall submit an invoice for each Program to the Board at the end of the school year, detailing the amount owing by the Board under this Agreement. Each invoice must include:

- (1) the amount paid by DISD for each teacher and teacher's aide in salary, health insurance, and Medicare benefits;
- (2) the number of student days, number of students, and other information used by DISD in determining its ADA;
- (3) the amount of ADA reimbursement and other reimbursements, if any, received by DISD for that Program; and

(4) the total amount due from the Board.

7.05. On receipt of the invoice, the Board shall attempt to promptly verify the amount due and process the necessary paperwork for payment. Payment will be sent to:

DISD
PO Drawer Z
Dickinson, TX 77539
Attn: Assistant Superintendent for Administration

8. NOTICE

8.01. Any notice required or permitted between the Parties under this Agreement must be in writing and shall be delivered in person or mailed, certified mail, return receipt requested, or may be transmitted by facsimile as follows:

to the Board at:

Glen R. Watson, Director – Juvenile Justice Department
Jerry Esmond Juvenile Justice Center
6101 Attwater Avenue
Dickinson, TX 77539
Fax: (409) 765-3188

to DISD at:

Rebecca Brown, Superintendent
Dickinson Independent School District
PO Drawer Z
Dickinson, TX 77539
Fax: (713) 534-6811

9. INDEPENDENT RELATIONSHIP

9.01. None of the provisions of the Agreement are intended to create, nor may be deemed to create, any relationship between the Board and DISD other than that of independent entities contracting with each other, or ratifying the agreement, solely for the purpose of effecting the provisions of this Agreement. In the performance of work, duties, and obligations under this Agreement, DISD is at all times acting and performing as an independent contractor with complete control over the means, manner, and method by which services are rendered.

9.02. Nothing in this Agreement shall create any employer/employee or agency relationship among the Board and DISD. DISD instructional personnel are not entitled to any of the rights, privileges, or benefits of a County employee, except as otherwise may be stated herein. DISD or Galveston County employees at the Facility are not entitled to any of the rights, privileges, or benefits of a DISD employee, except as otherwise may be stated herein.

10. ENTIRETY OF AGREEMENT AND MODIFICATION

10.01. This Agreement contains the entire agreement between the Parties relating to their rights and obligations under this Agreement. A prior agreement, promise, negotiation, or representation not expressly set forth in this Agreement has no force or effect. A subsequent modification to this Agreement must be in writing, signed by the party to be charged and expressly authorized by the governing body of the Party. An official representative, employee, or agent of Galveston County does not have authority to modify or amend this Agreement except pursuant to specific authority to do so granted by the Board.

11. SEVERABILITY; CONFORMITY WITH LEGAL LIMITATIONS

11.01. If a provision contained in this Agreement is held invalid for any reason, the invalidity does not affect other provisions of this Agreement that can be given effect without the invalid provision, and to this end the provisions of this Agreement are severable.

11.02. If any current or future legal limitations affect the validity or enforceability of a provision of this Agreement, then the legal limitations are made a part of this Agreement and shall operate to amend this Agreement to the minimum extent necessary to bring this Agreement into conformity with the requirements of the limitations, and as so modified, this Agreement shall continue in full force and effect.

12. MISCELLANEOUS

12.01. This Agreement is subject to the appropriation of funds by Galveston County, acting by and through its Commissioners Court and the approval of the budget for the Juvenile Justice Department by the Board for the current or any upcoming fiscal year. Nothing in this Agreement may be deemed to be binding on a future Juvenile Board. The failure to appropriate monies for the Board's obligations under this Agreement will automatically result in the termination of this Agreement.

12.02. This Agreement is not assignable by either Party without the prior written consent of the other Party.

12.03. This Agreement is subject to all legal requirements provided by county, state, or federal statutes, rules, and regulations.

12.04. This Agreement shall be governed by the laws of the State of Texas. Venue for an action arising under this Agreement shall be exclusively in Galveston County.

12.05. Unless the context requires otherwise, words shall be given their ordinary meaning. If a word is connected with and used with reference to a particular trade or subject matter or is used as a word of art, the word shall have the meaning given by experts in the particular trade, subject matter, or art.

12.06. Words in the present or past tense include the future tense. The singular includes the plural and the plural includes the singular unless expressly provided otherwise. Words of one gender include both genders.

12.07. The headings at the beginning of the various provisions of this Agreement have been included only in order to make it easier to locate the subject covered by each provision and are not to be used in construing this Agreement.

EXECUTED to be effective as of the date set forth herein.

GALVESTON COUNTY JUVENILE PROBATION BOARD

By: _____
Honorable Anne Darring, Chair, Galveston County Juvenile Board

DICKINSON INDEPENDENT SCHOOL DISTRICT

By: _____
Corey Magliolo, President, Board of Trustees

DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Coastal Alternative Program (CAP) Memorandum of Understanding (MOU) for 2024-2025

Agenda Item: Robert Cobb

Background Information:

A copy of the CAP MOU for 2024-2025 is attached for your review. There are no substantive changes from last year.

Recommendation:

The Superintendent and Assistant Superintendent for Administration recommend approval of the CAP MOU 2024-2025.

Action Item: X Yes No

Motion made by _____ **seconded by** _____ **vote** _____

GALVESTON COUNTY TEXAS

COASTAL ALTERNATIVE PROGRAM (CAP)

FUNDING PARAMETERS

INTERLOCAL AGREEMENT AND

MEMORANDUM OF UNDERSTANDING

2024-2025
School Year

FUNDING PARAMETERS

FUNDING:

For the ~~2023-2024~~ 2024-2025 school year, the Coastal Alternative Program (CAP) has capacity to educate a total of sixty (60) students (sixty enrolled, projected fifty-five [55] in daily attendance). These sixty students shall include only discretionary expelled students in grades 6 and above from the participating Galveston County school districts. In the event enrollment for discretionary expelled students should exceed sixty students, slots will be allocated in the priority order listed in sections 9.04 and 9.11 of this Agreement.

“Discretionary” expulsions, defined as those students expelled for offenses described in Section 37.007 (b), (c), (f) and (i) of the TEC, shall be funded by the participating Independent School Districts (Districts) in Galveston County. Any student arrested and charged with a Title 5 felony offense as described in Section 37.0081(a) shall be assigned to the JJAEP program (not CAP) at the individual expense of the district of enrollment of the student.

These “discretionary” students shall remain enrolled in and are eligible for Average Daily Attendance (ADA) in their sending districts. The entire cost of educating these students is borne by the respective sending District(s). The fiscal agent District shall provide the education component, shall maintain attendance records, and shall allocate costs by first calculating percent of participation in the program, district by district. For the ~~20243-20253~~ school year, Dickinson Independent School District (Dickinson ISD), serving as Fiscal Agent, shall accumulate expenditure records during the year, determine the percentage of student participation, and allocate costs accordingly to the Districts, based on the procedures outlined herein.

This Agreement consists of the Funding Parameters, the Interlocal Cooperation Agreement and Memorandum of Understanding for the Coastal Alternative Program and all Addenda hereto.

Additional Considerations

1. Each District shall reimburse the Fiscal Agent, which shall pay instructional personnel and all other related expenses of the CAP. Such reimbursement calculations shall be determined by pro-rata participation.

2. Each District shall pay its projected annual fixed costs in advance, with the balance of projected/actual costs to be as noted below in paragraph 3.c. Total expense to each District for the annual operation of the program will be based on:
 - a. Estimate of total operating cost of the program as approved in the annual budget.
 - b. One-half (50%) of the annual projected operating cost for CAP to be paid as a fixed-rate cost (no variance due to program participation) based on prior year District ADA. This amount shall be paid annually after September 1, 202~~4~~3. Calculations on percentage of District ADA will be from the June 202~~4~~3 PEIMS report for fixed costs.
 - c. One-half (50%) of the annual operating cost for CAP shall be paid as a variable cost (calculated as the pro-rata share of each participating district's student enrollment percentage in the CAP as calculated at the end of the ~~2023-2024-2024-2025~~ school year). This shall be invoiced based on final calculations of percentage of each District's ADA as per the June 202~~4~~3 PEIMS report.
 - d. Should assignments to CAP cause expenses to be higher than projected for the year, Districts shall assume their pro-rata share of the increased cost above projections (see section 4.01 of the MOU portion of this Agreement).
 - e. Friendswood ISD will be a limited participant with one slot available. A daily rate of \$46 will be charged. This amount will be charged for each day the student is enrolled (present or absent). If additional slots are needed by FISD, a decision will need to be made by the governing board of the participating districts.
3. The Fiscal Agent will pay the school administrator for the education component, teachers, secretary, security staff and other staff deemed appropriate for successful implementation of the program as in the approved budget. In lieu of indirect cost, the Fiscal Agent will pay one fifth of its Director of Alternative Education's salary and one fifth of the Director's secretary's salary as an expense to the CAP education component and shared as a portion of the pro-rata expense.
4. All instructional materials will be selected and ordered by the Fiscal Agent.
5. For the ~~2023-2024-2024-2025~~ school year the CAP will be physically located in Santa Fe ISD, at the Tax Office site on 13302 Hwy. 6, Santa Fe, TX. Expenses reimbursed to Santa Fe ISD will include pro-rata share of utility consumption on a square foot pro-rata basis, food service expense per student, custodial services and other related services required for the

day-to-day operation of the program. As fiscal agent, Dickinson ISD will also reimburse Santa Fe ISD \$.50 cents per square foot of used space per month for 10 months for use of the facility (rent), and for reasonable costs related to required renovations needed at the SFISD location for the CAP program.

6. Galveston County shall provide personnel, equipment, and training for two Sheriff's Deputies to be assigned to the program for purposes of security and support. Deputies shall be assigned through the relationship currently in place with the liaison officer program in DISD, but paid directly by the County. Site supervision and program oversight will be the responsibility of the officer assigned to coordinate activities in DISD.

**County of Galveston
State of Texas**

**INTERLOCAL COOPERATION AGREEMENT
AND MEMORANDUM OF UNDERSTANDING FOR
COASTAL ALTERNATIVE PROGRAM**

This Agreement is entered into by, between and among the County of Galveston and each of the independent school districts participating in the Coastal Alternative Program (CAP):

WHEREAS, the County of Galveston and the participating school districts are “local governments” and public education in the context contemplated herein is a “governmental function and service” as those terms are defined in the Interlocal Cooperation Act (Act), codified as Chapter 791 of the Government Code of Texas; and,

WHEREAS, the Act authorizes any local government to contract or agree with another local government in accordance with the Act to perform governmental functions and services that each party to the contract is authorized to perform individually; and,

WHEREAS, Chapter 37 of the Texas Education Code provides for the development of a “disciplinary alternative education program” with the participation of the school districts subscribing hereto; and

WHEREAS, the Parties concur that the educational component of the CAP can be administered most efficiently at a centralized location within the authority and oversight of Dickinson Independent School District--as they concurrently oversee the Juvenile Justice Alternative Education Program education components. The Parties desire to engage Dickinson Independent School District to serve as Fiscal Agent for the education component of CAP and each of the participating districts for the education of students assigned to the CAP, understanding that the CAP serves only grades 6 and above. The parties also agree that grade 6 students assigned to the CAP shall be assigned “secondary student” status, and will not be separated from students in grades 7 and above. Further, the parties agree that it is advisable for security services to be provided and paid by Galveston County Sheriff’s office.

NOW THEREFORE, pursuant to the Interlocal Cooperation Act and the Texas Education Code, it is mutually agreed by, between and among the Parties as follows:

I. OPERATING POLICY

The CAP shall be subject to this memorandum of understanding developed by the participating independent school districts. The terms and conditions of this Interlocal Cooperation Agreement shall become a part of such operating policy as if fully set forth in writing therein. No additions, deletions, changes or variations to this Agreement as to fiscal matters or educational responsibilities shall be effective unless such amendment be in writing and formally agreed to by the appropriate officers of the parties.

II. GOVERNANCE

- 2.1 The Dickinson Independent School District (Dickinson ISD) shall determine and coordinate the site of the campus of the CAP within Galveston County, and shall provide administration of the educational aspects of the campus and serve as the Fiscal Agent of each participating school district (District).
- 2.2 As Fiscal Agent for education purposes, Dickinson ISD shall function as agent for and on behalf of all Districts. Dickinson ISD shall administer the education program on a day-to-day basis in accordance with the approved budget and policies promulgated and/or adopted by the governing board of the CAP. Where such policies are silent, the educational program shall be administered according to policies and procedures otherwise in effect within Dickinson ISD.
- 2.3 As Fiscal Agent, Dickinson ISD shall prepare the program budget for governing board approval; shall disburse program funds applicable to education services; shall be responsible for educational personnel serving the campus and program; shall maintain all educational records applicable to the program; shall correspond with assigned students' sending districts with regard to status and ultimate disposition of each assigned student; and shall provide necessary curriculum and other such responsibilities normally associated with administration and provision of education services.
- 2.4 The Governing Board of the CAP shall include:
- * Chairperson: The Superintendent of Dickinson ISD shall serve as chairperson for the CAP Governing Board. The chairperson shall be entitled to vote on any matter before the governing board.
 - * Ex-Officio Member -- The Director of Alternative Education for Dickinson ISD shall serve as an ex officio member, and shall have no vote.
 - * Members: (each with one vote) – School district representatives of participating school districts (Superintendent or designee) as agreed by Galveston County Superintendents. One member shall be the superintendent (or designee) of the district providing the situs of the program, providing that is not Dickinson ISD.
- 2.5 The Governing Board of the CAP shall meet on the basis of called meetings as deemed appropriate by the Chairperson in order to monitor and adjust the program. Such meetings shall be held at least annually, with the annual meeting held prior to February 1.
- 2.6 Quorum--For purposes of action on any item requiring a vote, a simple majority of the members of the governing board shall constitute a quorum, and majority rules shall apply for all action items.

III. FINANCIAL OBLIGATIONS

- 3.1 The expenses of this program shall be covered pursuant to the Funding Parameters on pages 1, 2 and 3 of this Agreement.
- 3.2 Funds, which must follow a placed student, include those under TEC Section 37.008(g).
- 3.3 Nothing herein shall burden the Fiscal Agent with the added expense necessary to address or accommodate any particular needs of special education, education of the disabled, accommodation of disability, limited English proficient, or other special requirements unique to a particular student. Such services, cost(s) and expense(s) shall remain the responsibility of the sending school district. The Fiscal Agent and the responsible district will work together to provide necessary and appropriate special education services on a case-by-case basis as the need arises, but all additional expense and liability shall be borne and/or reimbursed by the responsible school district, which shall hold the Fiscal Agent harmless for such services. If additional special education services are needed to serve students from more than one participating school district, the cost of the service will be shared by the applicable participating districts. All parties shall endeavor to comply with each special education student's current Individual Education Plan ("IEP") and facilitate convening IEP meetings (also known as ARD Committee meetings).
- 3.4 Nothing herein shall burden the Fiscal Agent or any District with responsibility for underwriting or providing services or accommodating student placements beyond the scope of the program described in this Agreement. Parties to this cooperative program are under no contractual duty to share such additional obligations or to expand the program during the school year without mutual consent.

SECURITY—Galveston County shall provide personnel, equipment, and training for two Sheriff's Deputies to be assigned to the program. Deputies shall be assigned through the relationship currently in place with the liaison officer program in DISD, but paid directly by the County. Site supervision and program oversight will be the responsibility of the officer assigned to coordinate activities in DISD. One officer will be on site at all times at the CAP program, and one officer may focus on attendance and transition issues, as well as other duties as assigned. Nothing herein shall burden the County to provide and pay more than two Deputies, unless done so by prior consent of the County.

IV. BUDGETING

- 4.1 As Fiscal Agent, Dickinson ISD shall prepare a budget of operational and maintenance costs for educational services anticipated for full usage of the CAP during the ~~2023-2024~~2024-2025 school year. Such budget shall consider, without limitation,
- a. Fringe benefits for its professional employees assigned in whole or in part to the program, commensurate with the fringe benefits enjoyed by comparable professional employees of Dickinson ISD
 - b. No fewer than four full time classroom teachers as necessary and advisable for the program
 - c. Pupil-teacher ratios are to be maintained between 8 to 1 and 15 to 1
 - d. Salaries for teachers/substitutes, etc.
 - e. Salaries for paraprofessional support functions
 - f. Salaries of administrative functions including site administration, 1/5 of Director of Alternative Education salary and 1/5 of secretary salary
 - g. Appropriately approved counseling services, social services, behavior coach services, etc.
 - h. Educational supplies
 - i. Contracted services (including technology, phone, copier, software, security, administrative costs, utilities, custodial services, etc.)
 - j. Equipment as required for educational services
 - k. Responsibility for medical needs or counseling services required for individual students as determined on a case by case basis--generally to be paid by sending district

The budget shall be approved and/or amended by action of the Governing Board. Nothing herein shall require the Fiscal Agent or Governing Board to amend its budget involuntarily, nor to incur added expense without means of reimbursement.

V. INVOICING

Upon the conclusion of the school year, as outlined in the funding parameters of this agreement, the Fiscal Agent shall bill each District for the balance of actual expenditures attributable to each District not previously paid. In the event of expenditure in excess of the budget due to unanticipated needs, the Fiscal Agent may

recoup such expense, as the Parties hereby acknowledge and agree that such additional expense is within their contemplated commitment to this program.

VI. ACCOUNTABILITY/ATTENDANCE

For purpose of accountability under Chapter 39 of the TEC and the Foundation School Program, a student enrolled in the CAP shall be reported as if the student were enrolled at the student's sending campus in the student's regularly assigned education program, including a special education program, where applicable. The sending district of each such student shall cooperate fully in making such reports and accepting such accountability. All PEIMS reporting requirements for the students placed in the program shall remain the responsibility of the sending district. All ADA funding entitlements generated by CAP placements shall remain with the sending district.

Discretionary expelled students placed in the program are expected to attend as required by compulsory attendance law, pursuant to section 25.085 of the TEC. Pursuant to TEC Section 25.093, the attendance officer of the sending District shall file a complaint against the parent(s) in the justice of the peace court or municipal court of the political subdivision in which the parent resides or in which the school is located if the parent fails to require the child to attend school as required by law. Students who are not attending shall be withdrawn from CAP by the CAP Principal for non-attendance according to the policy of, and in concert with, the administration of the sending district.

In the event a student assigned to the CAP is declared homeless (or in the process of being declared homeless) or is in the process of transferring to another district, the student will remain the financial and attendance responsibility of the original district until the registration/enrollment of the student in another district is completed.

VII. ADMINSTRATIVE RESPONSIBILITIES

Physical plant maintenance relating to the CAP shall be the responsibility of Santa Fe ISD, not Dickinson ISD nor any other District. However, the CAP program budget shall have a provision to reimburse Santa Fe ISD for actual expenses of utilities, copiers, etc. used by the CAP. All routine/day-to-day education component administrative duties are the responsibility of Dickinson ISD, not Santa Fe ISD or any other District.

VIII. LIABILITY/TERM

8.1 Only to the extent permitted by applicable law, but without waiver or expansion of any limits established by the Texas Tort Claims Act, each Party to this Agreement shall indemnify and hold harmless the other Parties and their officers, employees and agents, from and against any and all claims proximately caused by negligence, breach, or other act or omission by the indemnifying Party or its officers, employee, or agents.

8.2 The term of this Agreement shall be for the ~~2023-2024~~ 2024-2025 school year.

- 8.3 In the event of legal proceedings/investigations, etc. which result in expense to the CAP program and/or which result, in whole or part, from operation of the CAP program, participating districts agree to participate in that expense on the basis of pro-rata participation in the ADA of the program for that year.

IX. MOU ADOPTION AND OPERATING GUIDELINES

The "Governing Board" and the Districts adopt this memorandum of understanding in compliance with the Texas Education Code ("TEC"), Section 37.010 (c) and (d), whereby it is understood that no court may order an expelled student to attend CAP as a condition of probation or deferred adjudication--they would be assigned to the Juvenile Justice Alternative Education Program. However, each participating school district acknowledges the importance of working with the court system to accommodate student placements as the district deems appropriate. The Parties hereby initiate the following operating policy guidelines:

- 9.1 The daily administration of all aspects of the CAP including the Code of Conduct will be conducted by the Fiscal Agent under the direction of its Superintendent or the superintendent's designee. The program will serve all eligible grade-6-and-above students from participating Districts, with the understanding that grade 6 students shall be designated "secondary students" for purposes of CAP administration.
- 9.2 A student who is found to have engaged in conduct resulting in expulsion under TEC Section 37.007 as a discretionary placement is eligible to attend. A student who has been erroneously assigned to the GCJJAEP because their expulsion meets "discretionary" expulsion qualifications, not "mandatory", shall be reassigned to CAP and is eligible to attend. Students arrested and charged with a Title 5 felony violation, under Section 37.0081, may be assigned to the Galveston County JJAEP program at the expense of the sending district, as outlined in the Galveston County Juvenile Justice Alternative Education Program Memorandum of Understanding.
- 9.3 A student who is or was last enrolled in a school district whose administrative offices are located within Galveston County, and who currently resides in a participating Galveston County school district is eligible to attend, if also qualified as in 9.02 above.
- 9.4 The Coastal Alternative Program has facilities to educate a total of sixty (60) students. When all available space has been utilized, it will be the responsibility of the member ISDs to provide the educational services for their expelled students. Should space become an issue, slots shall be allocated in the CAP in priority order as listed below (also see section 9.11 of this Agreement):
1. Students expelled under TEC section 37.0081 (a); provided however that such expelled students shall not be enrolled for an original expulsion period less than 75 days.

2. Students expelled under TEC section 37.007 (b), (c), (f), or (i); provided however that such expelled students shall not be enrolled the last two weeks of CAP's Spring semester.
- 9.5
1. The Parties agree to comply with the following admission procedures:
 - a. The sending District shall notify the CAP Principal of a pending expulsion hearing in order to determine there is space available and to facilitate the student's transition into the CAP in the event the student is expelled. The District in which the student is or was last enrolled shall provide to the CAP Principal, a copy of the order of expulsion.
 - b. An expulsion order pursuant to TEC section 37.0081 shall include a statement regarding the specific determinations required under Section 37.0081 (a) (1) and (2).
 - c. A student who is required to register as a sex offender will only be served pursuant to the same provisions applicable to students expelled under TEC section 37.0081.
 - d. District shall provide notice no later than the second business day after the date a hearing is held pursuant to TEC Section 37.009, together with any other notice and information required under TEC Section 37.010 and Family Code Section 52.04.
 - e. A **discretionary** expelled student may attend the CAP providing space is available.
 - f. Accompanying the order of expulsion, the District in which the student is or was last enrolled shall provide to CAP Administration:
 - 1) Parent contact information;
 - 2) Expulsion letter signed by a district official authorized to expel students
 - 3) Copy of student's Birth certificate;
 - 4) Copy of student's social security card or assigned student PEIMS number
 - 5) Student attendance records;
 - 6) Students disciplinary records;
 - 7) Transfer grades for each class;
 - 8) State Assessment summary sheets;

- 9) Current year grade reports (including progress reports, report cards, etc.)
 - 10) Current School transcript;
 - 11) High School graduation plan;
 - 12) Special programs information and appropriate records showing transfer to CAP-- including, but not limited to, 504, Special Education, and bilingual ESL;
 - 13) Completed form "Notification to CAP"
 - 14) Name, address, phone number, facsimile number, email address of person to whom attendance records are to be sent; and
 - 15) Other or revised information as may be determined by the CAP administration and included on instructions to participating districts.
2. The sending district shall assign the student to a period of 75 or 85 days (special exception only with mutual agreement of sending District and the CAP Principal prior to issuance of the expulsion order). A CAP evaluation rubric shall allow for release prior to completion of 75 or 85 days, but most students may complete a minimum of 60% of the placement (excepting capacity concerns/problems).
- a. CAP will operate on the Santa Fe ISD school calendar, but if feasible, CAP will release the student at the end of the sending District's grading period. No student shall be accepted or released during the last two weeks of CAP's Fall and Spring semester. Completed expulsion packets must be received three weeks prior to the end of CAP's Fall and Spring semester. Expulsion packets received during the last two weeks of the Fall and Spring semester will be processed for the following semester.
 - b. Students must attend orientation and begin attending CAP three weeks prior to the end of the Spring semester. The educational services for any student with an expulsion not enrolled three weeks prior to the end of the semester shall remain the responsibility of the sending district until the start of the next school year. Those students shall be housed at their district's DAEP the remainder of the year. The days at the DAEP will count towards the expulsion days.
 - c. Students expelled prior to the week of state testing and during the week of state testing must test with the sending district.
 - d. Testing holds are as follows:
 - Fall: December STAAR EOC retesting
 - Packets must be received one week prior to December retesting and students enrolled by Wednesday prior to testing.
 - Spring: STAAR/EOC testing
 - Packets must be received one week prior to Spring testing and

- students enrolled by the Wednesday prior to testing.
- Students expelled during the TELPAS testing window must be completed with testing prior to CAP placement.
3. Prior to the completion of the student's placement in the CAP, the CAP Principal will coordinate with the campus of record to initiate the student's transfer back to his or her sending campus.
 4. The CAP Principal will conduct an intake conference with the student and a parent or guardian to review all the CAP requirements and answer any questions during the intake process.
 5. Each sending school district shall be responsible for transportation to and from the CAP for all regular program students as well as special education students. Student are not permitted to drive and park vehicles on site, therefore district provided/approved transportation is required. Daily attendance of expelled students assigned to CAP is required.
 6. Adult students (i.e., students 18 years of age or older) will be served at the discretion of the CAP to the extent required by the Texas Education Code or, if applicable, federal laws regarding the education of special education students.
- 9.6 In the event the CAP Principal believes the CAP is unable to meet the needs of an expelled student, the CAP Principal may initiate the appeals process.
1. If a special education student is involved, the CAP Principal shall contact the sending school district, requesting that an ARD committee be convened to consider the appropriate placement of the student. If the sending district ARD committee determines that the CAP placement is appropriate, the sending district shall accept full financial responsibility for provision of appropriate services.
 2. For other students, the appeals committee shall consist of three members including the Superintendent of the district serving as fiscal agent (or designee), the CAP Principal, and one Superintendent (or designee) from a participating district other than the sending district of the student in question. The appeals committee shall generally convene within five (5) business days to render a decision regarding the student's assignment to the CAP. The appeals committee reserves the authority to return the offending discretionary placement student to the sending district if it is determined that the CAP is unable to meet the student's needs.
- 9.7 The CAP shall have its own code of conduct (Code of Conduct)--based on the Code of Conduct of Dickinson ISD.

Based on the Texas Education Code, each District has developed its own criteria for discretionary expulsions which are accepted for purposes of this Agreement.

Please refer to the appropriate DISTRICT CODE OF CONDUCT for specifics on what behavior may result in placement at the CAP.

Each District shall provide the Fiscal Agent District with current copies of the respective code of conduct. In the event a District amends its existing code of conduct, the District shall, within three working days after voting the approval of an amendment, provide a copy of the code of conduct as amended to the CAP Principal. Each District's code of conduct shall be available for public inspection at the CAP site at all times that the school is open.

- 9.8 CAP Principal and staff shall regularly review the student's academic progress. Regularly scheduled progress reports and grade reports will be forwarded to parents. In the case of a high school student, the CAP Principal, with the student's parent or guardian, and home district, shall review the student's progress towards meeting high school graduation requirements and shall establish a specific graduation plan for the student.

Responsibility for tests as required by the Texas Education Agency (TEA) rests with the CAP Principal and the student's sending campus as outlined by the TEA Division of Testing and Accountability. Responsibility for any other type of assessment and identification of educational status and need rests with the sending District.

- 9.9 Identified special education students shall be provided required services (as in their IEP) with any additional cost over and above average cost of program services for all other participants borne by the sending District. Provision of related services and speech therapy is the responsibility of the sending District. Administration of the services for limited English proficient (LEP) student is the responsibility of the sending District. Responsibility for TELPAS observations will depend on the date the student begins the CAP. Details will be determined on an individual basis.
- 9.10 The Parties agree that the order to participate in the program and the CAP Code of Conduct shall be incorporated into each student's case prior to admission. No student shall be exempted from any requirement in those documents unless specifically modified by a special education IEP or section 504 Accommodation Plan. The Code of Conduct outlines staff expectations of students and proper disciplinary actions for violations.
- 9.11 Any student not a Priority 1 placement may be "bumped" from participation in CAP in reverse priority order. A student may be allowed to remain or exit the CAP setting once the student has completed their assigned days of placement because of the following reasons: sending district's holiday calendar varies from CAP calendar, state assessment calendar, completion of the semester, and completion of graduation requirements per sending district's requirements.
- 9.12 Placement of students with disabilities who receive special education services:

1. The placement of a student with a disability who receives special education

services may be made only by a duly constituted admission, review, and dismissal (ARD) committee.

2. Any disciplinary action regarding a student with a disability who receives special education services that would constitute a change in placement under federal law may only occur after a manifestation determination review (MDR) has been conducted by the student's ARD committee. Any disciplinary action regarding a student with a disability who receives special education services shall be determined in accordance with federal and state law and regulations in effect at the time of the action, including the provision of functional behavioral assessments, positive behavioral interventions, strategies, and supports; behavioral intervention plans; and the MDR, as applicable.
3. A student with a disability who receives special services may not be placed in CAP solely for educational purposes.
4. The District conducting an MDR to determine if a student's behavior is subject to expulsion shall, in accordance with applicable federal law, provide the principal of the CAP with reasonable notice of the meeting of the student's ARD committee to discuss the student's MDR. A representative of the CAP may participate in that meeting (or relevant staffing or ARD meetings) to the extent that the meeting relates to the student's placement in the CAP.
5. CAP will not schedule an orientation for an expelled special education student until an ARD committee establishes that the student may be disciplined for the behavior under review and a transfer ARD is completed.
6. Related services remain the responsibility of the sending District. CAP teachers will issue progress reports every three weeks as per the SFISD calendar, and will monitor progress of IEP goals every nine weeks.
7. If, after placement in the CAP, a teacher of the program or the CAP Principal has concerns that the student's educational or behavioral needs cannot be met in the CAP, the CAP Principal shall immediately provide written notice of those concerns to the sending District. (See section 9.06).

9.13 Placement of a student with a Section 504 Accommodation Plan.

1. A student who has qualified for an accommodation plan under Section 504 of the Rehabilitation Act of 1973 may be placed at CAP only after an MDR has determined that the misconduct is not caused by the student's need for accommodation, and the student can receive an appropriate education at the CAP.
2. Minutes of the meeting in which the above determinations are made, and the revised accommodation plan must be received by the CAP Principal prior to scheduling an orientation for the student.

- 9.14 Teachers assigned to the CAP, as instructional staff who have direct contact with students, shall submit to a criminal history record check and fingerprinting in accordance with 37 T.A.C. Section 348.4(d).following procedures in place for Dickinson ISD employees. Employment in the CAP is contingent upon the completion and return of acceptable results.
- 9.15 This Agreement consists of Funding Parameters, Interlocal Cooperation Agreement and Memorandum of Understanding for the Coastal Alternative Program. Any District financial obligation created hereunder is payable only and solely from current revenues appropriated by the respective District and available for the purpose described herein.
- 9.16 This Agreement is effective August 1, 202~~4~~³ through August 31, 202~~5~~⁴. The Parties shall use their best efforts to execute a renewal of the memorandum prior to August 1, 2024. In the absence of a revision this document shall remain in effect until such time as the Parties, through votes of their governing bodies, determine to void, modify or repeal the entire document or any portion thereof.

This Agreement is hereby **EXECUTED IN MULTIPLE ORIGINALS**, as authorized by the Dickinson ISD through its Board of Trustees on the _____ day of _____, 202~~4~~³; the County of Galveston by action of Commissioners' Court on the ___ day of _____, 2023 and by each of the participating school districts by action on dates as indicated below, to be effective the 1st day of August, 202~~4~~³.

GALVESTON COUNTY COMMISSIONER'S COURT

By: _____
Mark Henry, County Judge

DICKINSON INDEPENDENT SCHOOL DISTRICT
(As Fiscal Agent and as a Participating District)

By: _____

FRIENDSWOOD INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

GALVESTON INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

SANTA FE INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

TEXAS CITY INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

HITCHCOCK INDEPENDENT SCHOOL DISTRICT

Date of School Board Authorization:

By: _____

DICKINSON INDEPENDENT SCHOOL DISTRICT

BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Galveston College Instructional Agreement for Dual Credit

Agenda Item: Dr. Jeff Pack

Background Information:

A copy of the Galveston College Instructional Agreement for Dual Credit is attached. This program will result in our students obtaining a Limited Medical Radiologic Technologist (LMRT) certification.

Recommendation:

The Superintendent and Deputy Superintendent for Educational Services recommend approval of the Galveston College Instructional Agreement.

Action Item: Yes No



**Galveston
College**

DUAL CREDIT

INSTRUCTIONAL AGREEMENT

between

GALVESTON COLLEGE

and

DICKINSON ISD

INSTRUCTIONAL AGREEMENT

Galveston College (herein as the "College") and Dickinson ISD, a Texas public school district (referred to herein as the "School"), enter into the following Instructional Agreement, evidenced by the following, for the Academic Year 2024-2025.

I. PURPOSE

Galveston College and Dickinson ISD support and believe in a partnership that will provide opportunities for qualified high school students to participate in early admission classes, to participate in dual credit classes, academic and workforce, all of which may allow the high school student to receive both high school and college-level credit for successfully completing college-level courses. Therefore, Galveston College agrees to provide college-level instruction for Dickinson ISD. Further, the College and Dickinson ISD agree that it is the responsibility of the College to grant college credit, and it is the responsibility of Dickinson ISD to grant high school credit.

II. DUAL CREDIT PROGRAM GOALS

According to Texas HB 1638, Galveston College has established four overall goals that guide every facet of the Dual Credit program:

Goal 1: In conjunction with partner independent schools and institutions, Galveston College will utilize meaningful and relevant outreach strategies to ensure that students and parents are given information regarding all aspects of the Dual Credit program, including benefits of participation, enrollment and financial policies.

Goal 2: The Dual Credit program will facilitate effective and collaborative procedures that ensure students successfully transition to post-secondary education as well as accelerate through degree programs for maximum student success and achievement.

Goal 3: Every Dual Credit student will receive and have continual access to advising in academic and college readiness domains as well as support services that will help in the successful completion of post-secondary courses.

Goal 4: Dual Credit courses offered will be of the highest academic quality and offer a rigorous post-secondary curriculum that will be sufficient enough to ensure student success in all other post-secondary courses taken.

III. STUDENT ELIGIBILITY REQUIREMENTS

Students enrolled at Dickinson ISD may be eligible to participate in dual credit/early admission classes at the College based on the following conditions:

1. A high school student who seeks to enroll in an academic course(s), a transfer course(s), or courses leading to an Associate Degree may be admitted if the student:
 - a. Demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative on relevant section(s) of an assessment instrument approved by the Texas Higher Education Coordinating Board (THECB), or
 - b. Demonstrates that he or she is exempt under the provisions of the Texas Success Initiative.
2. A high school student is eligible to enroll in workforce education dual credit classes if the student demonstrates that he or she has achieved the minimum high school-level competencies in the areas of Mathematics and/or English/Language Arts as required for entry into the workforce program.
 - a. A student may enroll only in those workforce-education dual credit courses for which the student has demonstrated eligibility.
 - b. A student who is exempt from taking an exit-level test may be otherwise evaluated by the College to determine eligibility for enrolling in a workforce-education dual credit course(s).
3. A student who has been enrolled in a non-traditional program of study (i.e., a home school or a non-accredited high school) and who is now enrolled within Dickinson ISD must satisfy paragraphs 1, 2, or 3 of these subsections.
4. To be eligible for enrollment in a dual credit course offered by the College, a student must meet all of the College's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.).
5. In the case of certain emergencies such as hurricane, pandemic or other forced closures and the previously mentioned measurements are not available, both the College and Dickinson ISD will employ holistic advising to ensure proper student eligibility.

IV. LOCATION AND STUDENT COMPOSITION OF CLASSES

1. Dual Credit courses may be taught on the College campus, online, or on the high school campus. Early Admissions courses will be taught at Galveston College. For dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught online the College shall comply with all applicable rules and procedures relating to distance education and off-campus instruction, as promulgated by the THECB.
2. Dual credit courses may be composed of dual credit students only or a class may be composed of dual credit students and regular college-credit students. Exceptions for a mixed class, a class composed partly of students enrolled for high school credit only and partly of students enrolled for early admission, AP, and/or college credit, may be allowed under one of the following conditions:
 - a. If the course involved is required for completion under the State Board of Education's Foundation High School Program, Foundation with Endorsement or Foundation with Endorsement Distinguished Level's graduation requirements, and the high school is otherwise unable to offer such a course;
 - b. If the course involved is limited to dual credit students and College Board Advanced Placement students; or,
 - c. If the course is a career and technology/college workforce course and high school credit-only students are able to earn articulated college credit.
3. Students must be registered for college credit by the official census date for the dual credit course; otherwise, the student will not be considered a dual credit student and will not be awarded college credit for the course.
4. It is the responsibility of the high school to certify to the College that these requirements have been met, and it is the responsibility of the College to verify that classes are taught in compliance with this section. Further, should it be determined that this section has been violated, at the sole discretion of the College, the College may deny credit to any single student and/or all students who participated in an unapproved mixed class.
5. Early Admissions/Dual Credit classes regardless of location will follow an approved College calendar.

V. FACULTY SELECTION, SUPERVISION, AND EVALUATION

1. The College will select, supervise, and evaluate instructors for courses which result in the award of college credit. The College shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at the main campus of the College.
2. All instructors must meet the requirements of the College and the minimal requirements as specified by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
3. Instructors teaching courses which result in the award of college credit will be employed faculty members of the College or must meet the same standards, review, and approval procedures used by the College to select faculty responsible for teaching the courses at the main campus of the College. All faculty selected by the College to teach early admission enrollment classes will be considered employees of the College and will be compensated by the College in accordance with College policy, procedures, and guidelines.
4. All instructor's applications for employment and official transcripts from each college or university attended will be kept on file at the College.
5. The College and the School agree to share information regarding Dual Credit faculty through safe and discreet methods. These methods will include password protected documents, collaboration with appropriate College and School personnel to ensure confidentiality among others to ensure all information is transmitted and shared securely.

VI. ELIGIBLE COURSES

1. Academic courses offered for Dual Credit must be identified as a college-level academic course in the current edition of the Community College Academic Course Guide Manual (ACGM) and must be simultaneously identified by the College as a course that has been included in the College's core curriculum, or foreign language course, or state approved FOSC or POSC. Courses offered as Early Admission courses and taken at the College's main campus must be identified as a college-level academic course in the current edition of the ACGM and may or may not be included in the College's core curriculum. College-level workforce courses offered by the College must be included in an approved Associate of Applied Science (AAS) Degree or certificate program.

2. Remedial and developmental courses may not be offered for dual credit course credit and are not eligible courses under this agreement.
3. Approved courses being taught for Dual Credit (academic or workforce) and/or Early Admission credit, must follow the College syllabus. It is the responsibility of the Dickinson ISD to work with the College to align the high school curriculum with the college course syllabus.
4. A course equivalency crosswalk of academic and workforce dual credit courses and high school classes are included in Exhibit A.

VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING

1. The College shall ensure that a dual credit course and the corresponding course offered at the main campus of the College are equivalent with respect to the curriculum, materials, instruction, rigor, and method of student evaluation. These standards shall be upheld regardless of the student composition of the class.
2. Identified course outcomes/learning objectives must meet all college requirements.
3. The regular academic policies applicable to courses taught at the College's main campus will apply to the dual credit and early admissions courses. These policies include an appeal process for disputed grades, drop policy, the communication of the grading policy to students, when the syllabus must be distributed, etc.
4. Textbooks should be identical to those approved for use on the main campus. Should an instructor propose an alternative textbook, the textbook must be approved in advance by the appropriate instructional department of the College. Other instructional materials for dual credit courses must be identical or at an equivalent level to materials used on the main campus of the College. Courses that offer Inclusive Access will need to be accepted by the student to guarantee access to course materials.
5. Courses which result in college-level credit will follow the standard grading practices of the College, as identified in college policy and as set forth in the appropriate course syllabus. Faculty teaching dual credit courses will report a general scale mid-term letter grade and final grade as required by college policy and as outlined in the syllabus to the College, and will report a numeric grade to the school, which is responsible for recording the numeric grade in accordance with their established policies and guidelines.

6. The College and Dickinson ISD agree to provide quality online learning experiences for all Dual Credit students. As online instructional needs arise, the College and School will collaborate on ways to ensure that all Dual Credit students are provided the means to succeed.
7. Faculty, who are responsible for teaching dual credit and/or early admission enrollment classes, are responsible for keeping appropriate records, certifying census day class rolls at the beginning of the semester, providing interim reports, certifying final grade reports at the end of the semester, certifying attendance, and providing other reports and information as may be required by the College and/or the Dickinson ISD. Faculty and appropriate College Dual Credit staff will communicate how students can view their grades; utilize college communication tools such as e-mail as well as manage FERPA expectations.

VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES

1. Students in dual credit courses shall be eligible to utilize the same or comparable support services that are afforded to college students on the main campus. The College is responsible for ensuring timely and efficient access to such services as academic advising and counseling, learning resources (e.g., library resources), and other benefits for which the student may be eligible.
2. Student Services
 - a. The College agrees to provide appropriate academic support services, including academic advising/counseling, to students who are participating in dual credit and/or early admissions classes. Further, the College agrees to assist students in completion of the admission and registration forms and provide an accessible process.
 - b. Dickinson ISD agrees to work with the College to provide an appropriate and accessible registration process and agrees to assist students in the completion of the admission and registration forms. The School further agrees to provide official high school transcripts, test scores, and such certifications that may be required by the College during the admission and registration process.
 - c. The College and Dickinson ISD agree to work together to plan and to try to schedule early admission and/or dual credit enrollment classes a semester in advance of offering the course(s).

3. Learning Resources

- a. The College agrees to grant Dickinson ISD students enrolled in College courses the same rights, privileges, and access to the library's collections and services as students enrolled in courses on the College campuses. In addition, Galveston College will offer these students access to the library's electronic information resources through the Internet, subject to the College's licensing contracts with its vendors and available technology.
- b. Dickinson ISD agrees to allow those students currently enrolled in Galveston College courses, within the Dickinson ISD's facilities, access to the information resources available in the district. These students are under the same rules and regulations as other students of the district and are subject to the same fines and penalties.
- c. The College and Dickinson ISD agree that if at the end of a semester, there are overdue materials belonging to one institution which were used in the completion of the other's course, the lending library will notify the other so that the student's record will show the obligation. Each library will take steps consistent with their policies and procedures to ensure that the past due books and/or materials are returned in as an expedient a manner as possible. Upon return of the material the lending library will notify the other that the student has cleared their obligation.
- d. The College will, in conjunction with the partner institution, consider the use of free or low-cost open educational resources in dual credit courses.
- e. To be eligible for these privileges at the College a student must present proof of current enrollment. This may take the form of, but is not limited to, a current student ID card, bill for registration, or a class schedule.

IX. TRANSCRIPTING OF CREDIT

1. For workforce and academic dual credit and/or early admission courses which may result in college-level credit, the College will transcript all course work in accordance with the College's normal policies and procedures immediately following the end date of the course. Furthermore, the College agrees to make available in the same manner as it does to its regular college students an official college transcript of credits that may be sent to the college, university, or other location of the student's choice.

2. For workforce and academic early admission or dual credit courses which may result in high school-level credit, Dickinson ISD will transcript all course work in accordance with the schools 's normal policies and procedures immediately following the end date of the course. Further, Dickinson ISD agrees to make available in the same manner as it does to its other students an official high school transcript that may be sent to other schools, colleges, or locations, as the student so designates.

X. FUNDING

1. College Tuition and Fees.
 - a. The College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, the College, or online.
 - b. The College agrees to charge the standard tuition and special course fees, excluding standard required, out-of-district and non-resident fees, unless noted otherwise in Addendum A, as approved by the Galveston College Board of Regents and as published in the Galveston College Catalog. The Galveston College Board of Regents reserves the right to change the policies and procedures of the College, without notice, including tuition and fees, in accordance with the cost of instruction and state laws.
 - c. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
 - d. The College and Dickinson ISD agree to collaborate to submit applications for the Financial Aid for Swift Transfer (FAST) scholarships for all qualified students.
 - e. Dickinson ISD agrees to pay for the cost of tuition, fees, textbooks, and required student supplies or to indicate to the College who is responsible for tuition, fees, textbooks, and required student supply items.
 - f. Dickinson ISD agrees to settle all account receivables with the College within 30 days of the billing date. Students whose tuition and fees are not paid by the official college census day of the class or who do not have a valid account receivable as of the official college census date will be dropped from the college roll and must be removed from the class in accordance with Section X Part 2 of this agreement.
2. Drops and Withdrawals - Tuition and Fee Refunds.
 - a. If for any reason it becomes necessary for a student who has registered for a College class to withdraw or drop the class, the College and Dickinson ISD agree that it is the responsibility of the student to officially withdraw or drop the college course.
 - b. A student may add or drop a course prior to the official census date for

the course. Student must clear any changes with High School Counselor. Students who drop prior to the official college census date will not receive a college grade of any kind.

- c. A student may withdraw from a course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester or on or before the last day to drop a class of a term as designated in the college calendar.
- d. Students attending class on or off campus may initiate a withdrawal through the Student Success Advisor for Dual Credit. A student who discontinues class attendance and does not officially drop the course on or before the last day to drop a course will receive a performance grade for the course.

XI. TERMS OF THE AGREEMENT

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of Dickinson ISD. If so approved, the Agreement shall be for the 2024-2025 academic year.

The agreement may be amended or extended by written addendum to this agreement.

If it is the intention of one party to terminate this agreement, the one party shall provide a one hundred twenty (120) day written notice to the other party of their intention to terminate this Agreement.

All notices and communications related to this agreement shall be addressed to the respective educational administrator.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By _____ Date _____
Dr. W. Myles Shelton, President

Approved by the Dickinson ISD Board of Trustees, executed by Dickinson ISD, and signed by its Superintendent.

By _____ Date _____
Dr. Rebecca Brown, Superintendent

ADDENDUM - A

- I. Students who are enrolled in other dual credit classes, regardless of location or mode of instruction, shall pay \$56 per semester hour (\$168 per 3 semester hour course or \$224 per 4 semester hour course). All standard required fees shall be waived not including special course fees such as insurance, student health insurance, Inclusive Access, and exam fees which will be paid by Dickinson ISD or they will indicate to the College who is responsible for payment.
- II. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
- III. Galveston College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, at Galveston College, and online.
- IV. Galveston College agrees to waive the minimum registration requirements of six (6) credit hours for dual credit students taking classes at the high school, at Galveston College, and online.
- V. Early admission academic courses or dual credit workforce courses/programs located on the campus of Galveston College shall be charged at the regular in-district tuition and fee rates established by the College.
- VI. In accordance with current rules and guidelines, required college textbooks and materials shall be furnished to the student enrolled in dual credit classes at Dickinson ISD at no charge to the student by the School.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By _____ Date _____
Dr. W. Myles Shelton, President

Approved by the Dickinson ISD Board of Trustees, executed by Dickinson ISD, and signed by its Superintendent.

By _____ Date _____
Dr. Rebecca Brown, Superintendent

APPENDIX- A

GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

Healthcare Diagnostics (Imaging)	Galveston College Course #	Galveston College Course Name	Term Offered
Introduction to Imaging Technology *articulated credit	RADR 1309	Intro to Rad and Patient Care	FALL
Medical Terminology *articulated credit	RADR 2313	Rad Bio and Safety	SPRING
Imaging Technology I	RADR 2209 BIOL 2401	Radiographic Imaging Equipment Anatomy & Physiology I	FALL
Imaging Technology I	RADR 1411 *MATH 1314	Basic Rad Procedures College Algebra	SPRING
Imaging Technology II	RADR 2401 RADR 1313	Intermediate Rad Procedure Principles of Rad Imaging I	FALL
Imaging Technology II	RADR 1166 RADR 2305	Practicum I Principles Imaging II	SPRING
Practicum in Health Science	RADR 1267	Practicum II	FALL
Practicum in Health Science	RADR 1367	Practicum III	SPRING

*MATH options that can be taken other than MATH 1314-College Algebra: MATH 1316, 1325, 2312, 2413, 2414, 2415, 2318, 2320, 2321, or 2305.

Certification: Limited Medical Radiologic Technologist (LMRT)



Galveston College

DUAL CREDIT

MAIN CAMPUS

4015 Avenue Q Galveston, TX 77550

CHARLIE THOMAS FAMILY APPLIED TECHNOLOGY CENTER

7626 Broadway Galveston, TX 77554

PHONE

409-944-4242

WEBSITE

GC.EDU



**DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT**

Meeting Date: July 22, 2024

Item Title: One Year Extension to School Liaison Contract

Agenda Item: Robert Cobb

Background Information:

This agreement amends the now-existing Interlocal Governmental Agreement between the County of Galveston, Texas and the Dickinson Independent School District (“DISD”), providing law enforcement services to DISD. This amendment will serve as a one-year extension to the current contract from July 29, 2024 and shall end, unless extended, on July 28, 2025 at midnight. This amendment does not change or alter any terms of the Agreement.

Recommendation:

The Superintendent and Assistant Superintendent for Administration recommend approval of these amendment to our current Interlocal agreement.

Action Item: Yes No

Motion made by _____ **seconded by** _____ **vote** _____

AMENDMENT 2021 – 2024 TO INTERLOCAL GOVERNMENTAL AGREEMENT
FOR SCHOOL LIAISON OFFICER PROGRAM

This agreement amends the now-existing Interlocal Governmental Agreement between the County of Galveston, Texas and the Dickinson Independent School District (“DISD”), providing law enforcement services to DISD. This amendment will serve as a one-year extension to the current contract from July 29, 2024 and shall end, unless extended, on July 28, 2025 at midnight. This amendment does not change or alter any terms of the Agreement.

County of Galveston by:

Mark Henry, County Judge

Date of Execution _____

Attest:

Dwight Sullivan, County Clerk

By _____ Deputy

Brandy Chapman

Henry Trochesset, Sheriff

Date of Execution _____

Dickinson ISD by:

Corey Magliolo, President

Dickinson ISD Board of Trustees

Date of Execution: _____

Attest:

Veanna Veasey, Board Secretary

, Superintendent

Date of Execution _____

Exhibit B – Compensation Schedule

Galveston County has adopted a Career Path program for law enforcement. Compensation for each Officer will be calculated according to his or her individual Career Path step and corresponding salary grade/step as follows:

Position	Grade/Step	FY 2024 Salary
Deputy I – School Liaison	514	\$56,500.00
Deputy II – School Liaison	516	\$61,500.00
Deputy III – School Liaison	518	\$66,500.00
Deputy IV – School Liaison	519	\$69,000.00
Deputy V – School Liaison	520	\$71,500.00
Sergeant I – School Liaison	523	\$81,500.00
Sergeant II – School Liaison	524	\$86,500.00
Lieutenant – School Liaison	526	\$96,500.00

Hourly Rate for each Officer is calculated by dividing each Officer’s individual salary by 2080.

Total Hourly Rate for each Officer is calculated as follows:

$$(\text{Hourly Rate}) \times (1.21347 \text{ [variable benefits]}) + \$5.16 \text{ [fixed benefits]} = \text{Total Hourly Rate}$$

Longevity \$10 per month per year of service

Current monthly certification pay rates are:

Intermediate	Advanced	Master
\$50.00	\$100.00	\$150.00

In addition, the following fees and charges will be billed per Officer per contract year, prorated monthly:

Uniforms	Training	Cellular	Radio
\$440.00	\$440.00		

Administrative Fee will not exceed 1% of the total monthly bill

**DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT**

Meeting Date: July 15, 2024

Item Title: One Year Extension to School Liaison Administrative Assistant

Agenda Item: Robert Cobb

Background Information:

This agreement amends the now-existing Interlocal Governmental Agreement between the County of Galveston, Texas and the Dickinson Independent School District ("DISD") for an administrative position to support CCISD, DISD and TCISD. This amendment will serve as a one-year extension to the current contract from July 29, 2024 and shall end, unless extended, on July 28, 2025 at midnight. This amendment does not change or alter any terms of the Agreement.

Recommendation:

The Superintendent and Assistant Superintendent for Administration recommend approval of these amendment to our current Interlocal agreement.

Action Item: √ Yes No

Motion made by _____ **seconded by** _____ **vote** _____

AMENDMENT 2012-02 -2021-24 TO INTERLOCAL GOVERNMENTAL AGREEMENT
FOR SCHOOL ADMINISTRATIVE POSITION

This agreement amends the now-existing Interlocal Governmental Agreement between the County of Galveston, Texas and the Clear Creek Independent School District (“CCISD”), Dickinson Independent School District (“DISD”) and Texas City Independent School District (“TCISD”) for an administrative position to CCISD, DISD and TCISD. This amendment will serve as a one-year extension to the current contract from July 29, 2024 and shall end, unless extended, on July 28, 2025 at midnight. This amendment does not change or alter any terms of the Agreement
County of Galveston by:

Mark Henry, County Judge

Date of Execution _____

Attest:

Dwight Sullivan, County Clerk

By _____ Deputy

Brandy Chapman

Henry Trochesset, Sheriff

Date of Execution _____

Clear Creek ISD by:

CCISD, DISD, TCISD FY2024 Administrative Assistant Amendment

Dickinson ISD by:

Corey Magliolo, President

Dickinson ISD Board of Trustees

Date of Execution: _____

Attest:

Veanna Veasey, Board Secretary

, Superintendent

Date of Execution _____

DICKINSON INDEPENDENT SCHOOL DISTRICT
BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024
Item Title: Food and Nutrition Service Charge Procedures and Meal Pricing
Agenda Item: Ryan Boone

Background Information:

Attached is our proposed charge procedures and meal pricing for students and employees for Food Nutrition Services for the 2024-2025 school year.

Recommendation:

The Superintendent, Deputy Superintendent for Business and Operations and Director of Food and Nutrition Services recommend approval of the Food and Nutrition charge procedures and meal pricing.

Action Item: Yes No

I. **Purpose of the Policy**

This policy aims to communicate to households how the DISD Food and Nutrition Services department will provide meals to students when they have a zero or negative balance in their accounts and do not have funds to pay for a meal at the point of service. The goals of this standard practice are:

- To treat all students with dignity about their meal account in the serving line.
- To establish a consistent district policy regarding meal charges and collection.
- To minimize excessive student meal debt in Dickinson ISD.

II. **Policy Communication**

The Food and Nutrition Services department will ensure this policy is provided in writing to all households at the start of each school year and to households that transfer to the school district during the school year. It must also be provided to all school staff that may assist students in need. Student handbooks and the DISD Food and Nutrition Services website will also include the charge policy.

III. **Administration**

The process and procedure will be for all Elementary, Middle, Junior High, and High School students for handling meal account balances and charges.

- **The district will allow all paid, grade level students (Pre-K-12) to charge two lunch meals, equal to \$4.50/\$5.00/\$5.50 dependent upon the campus your student is attending.**
- **When the meal charge limit is reached, students in all grade levels (Pre-K-12) will be offered a courtesy meal.**
- **A la carte items and additional entrée purchases may not be charged.**
- **Notifications to Parent or Guardian of meal account balances:**

The district will send out reminders weekly when a student's account balance is negative. An automated email will be sent daily when a student's account is negative.

- **Administration Assistance:**
Student accounts that remain negative for one month will be forwarded to the campus administration.
- **Grace Period and allowable meal charges depleted:**
The parent/guardian is expected to pay charges promptly.

If charges occur before an application for free and reduced meals is approved, the charges must be paid.

The district is not allowed to charge a fee or interest in connection with meals purchased by students during the grace period. When the school district notifies the student's parent or guardian that the student has a negative balance, the district may set a repayment schedule for the meal charges.

Parents may elect to deny their children charge privileges. The request will be notated in the student's account.

All students are assigned a student ID # when enrolled. All students have their own meal account and money can be deposited into their account during school hours or online using Lunch Money Now. <https://www.lunchmoneynow.com/lmndks/splash.php>

Parents can check a student's balance and meal history by using Lunch Money Now, contacting the school cafeteria manager, or calling the FNS office at 281-229-6012.

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf> from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (833) 256-1665 or (202) 690-7442; or (3) email: program.intake@usda.gov. This institution is an equal opportunity provider.

Meal Pricing for the 2024-2025 SY

Breakfast:

Breakfast will be free for all students

Lunch:

Paid student prices are:

Elementary (PK-3) \$2.25

Middle School (4-5) \$2.50

Junior High School (6-8) \$2.75

High School (9-12) \$2.75

Reduced price lunch- the \$.40 cent payment will be eliminated for reduced students.

Adult Meal Pricing:

Breakfast \$3.50

Lunch \$5.00

DICKINSON INDEPENDENT SCHOOL DISTRICT

BOARD AGENDA DOCUMENT

Meeting Date: July 22, 2024

Item Title: Consent Agenda Items

Agenda Item: Dr. Rebecca Brown, Superintendent

Background Information:

The following items have been approved by review of the Board:

- Budget Amendments/Adjustments for June 5, 12 and July 10, 17, 2024
- Donation to DHS Summer Bridge
- Donation to KJHS Library-Donors Choose
- New Hires for the Week of June 3, 2024
- Approval for Proposals Received-Contracted Services 24-06-1170
- New Hires for the Week of June 10, 2024
- Campus Fundraising Requests-All Campuses
- New Hires for the Week of June 17, 2024
- Out of State Travel-DHS Band
- Approval of Proposals Received for Student Athletic and Accident Insurance RFP 24-04-1167
- Approval of Proposals Received for Contracted Services RFP 24-06-1170

Recommendation:

The Superintendent recommends the Board's ratification of the above consent items.

Action Item: Yes No