



COUPLAND ISD

620 S COMMERCE ST

COUPLAND, TX 78615

512-856-2422

REGULAR MEETING AGENDA

Date: Thursday, January 16, 2025
Time: Immediately following TAPR Hearing
Location: Coupland School Library
620 S. Commerce Street
Coupland, TX 78615

AGENDA

1. Call the meeting to order and establish a quorum.
2. Pledge of Allegiance
3. Recognitions
4. Principal's Report
5. Public Comments
6. Construction Update:
Christine Walker- Claycomb and Associates (Architect)
Randy Boone - Weaver & Jacobs (CMAR)
7. MONTHLY ACTION ITEMS:
 - A. Consider and Approve the Board of Trustees Meeting Minutes for the Board Training held on December 12, 2024 and the Regular Meeting held December 12, 2024.
 - B. Approve Monthly Bills (check registers) and Monthly Financial Report
8. APPROVAL OF ADDITIONAL ACTION ITEMS AS NEEDED:
 - A. Consider and Take Action to Adopt a Resolution for the Commitment of Fund Balance for the 2024-2025 Fiscal Year
 - B. Purchase greater Than \$25,000 - Consider and Approve Using Small, Rural School Achievement (SRSA) Program Funds to Purchase Student Computers (Desktops and Laptops)
 - C. Purchase Greater Than \$25,000 - Consider and Approve the Purchase of Two-Way Radios

- D. Discuss and Take Action to Approve Board Operating Procedures
 - E. Consider and Take Action on Adoption of the Coupland ISD HB3 Student Performance Goals for 2024-2025
9. Superintendent's Report
10. DISCUSSION ITEMS
- A. Discuss Future Action and Discussion items
 - B. Board Training Update
 - C. Safety Update
 - D. Survey
 - E. Summer Feeding Program
 - F. Board Self-Evaluation Instrument
 - G. Coupland Cowboys 2530
11. Future Board Meeting Dates
12. Executive Session:
- As determined by the Board of Trustees, there may be an executive session pursuant to the Texas Open meetings Act (Texas Gov't Code Chapter 551). An Executive Session - may occur at any time during the meeting as permitted under the Open Meetings Act. The list of topics below are some, but not an exhaustive list, of items that would be considered in an executive session:

Personnel (Texas Gov't Code 551.074),
Student Discipline (Texas Gov't Code 551.082),
Attorney consultation (Texas Gov't Code 551.071),
Purchase, exchange, lease or value of real property (Texas Gov't Code 551.072),
Prospective gift (Texas Gov't Code 551.073),
Employee - Employee Complaint (Gov't code 551.082),
Student Discipline Complaint (Gov't Code 551.082),
Security (Gov't Code 551.076)

Any action will be taken in a public session.

- A. Discuss Evaluation of Superintendent of Schools
 - B. Discuss Superintendent Contract
 - C. Real Property
 - D. Discuss New Hires
13. ACTION ITEMS:
- (Action Items post executive session are items that must be discussed in executive session. All actions must be taken in an open session.)
- A. Consider and Act to Evaluate the Superintendent of Schools
 - B. Consider and Act on the Contract of the Superintendent of Schools

- C. New Hire Recommendations
- 14. Report Items
 - A. Resignations
 - B. Board Calendars
- 15. ADJOURNMENT:

This agenda was posted on the front door of the school building and on the school district website at: This agenda was posted on the 10th day of January, 2025 at 12:00p.m. on the front door of the school building and the school district website.

Dr. Earl W. Parcell, Superintendent

Dr. Earl W. Parcell, Superintendent



Board of Trustees

Date of Meeting
Item Type

Item Name	
District Goal	
Summary (Purpose / Objective)	
Fiscal Impact	
Administrative Recommendation	

Attachments	
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Contact Person E-Mail Address



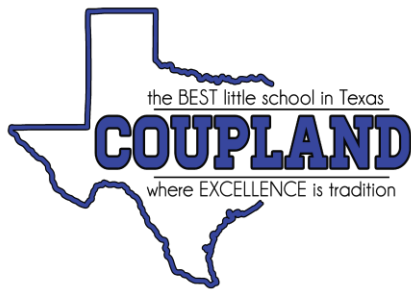
Board of Trustees

Date of Meeting	
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Fiscal Impact	
Administrative Recommendation	

Attachments	
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Contact Person	<input type="text"/>	E-Mail Address	<input type="text"/>
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COUPLAND ISD

620 S COMMERCE ST

COUPLAND, TX 78615

512-856-2422

BOARD TRAINING MINUTES

Date: Thursday, December 12, 2024

Time: 5:00 PM

Location: Coupland School Library
620 S. Commerce Street
Coupland, TX 78615

Board Members:

Crystal Ward – Present; Arrived at 5:09 pm

Michael Roepke – Present

Andrew Gonzales – Present

David Young – Present

Tessa Strider – Present

Susan Schmidt – Present

Royce Hatch – Present:

Superintendent:

Dr. Earl Parcell – Present

AGENDA

1. **Call the meeting to order and establish a quorum. @ 5:03 pm**
2. **Public Comment**
None
3. **Board Training Provided by Mason Moses, HUB/T.C.G.**
4. **Adjourn @ 5:55**

I Move that we adjourn.

Motion made by: Michael Roepke

Seconded by: Royce Hatch

Crystal Ward: Yea, Michael Roepke: Yea, David Young: Yea; Andrew
Gonzales: Yea; Tessa Strider: Yea, Susan Schmidt: Yea, Royce Hatch: Yea.

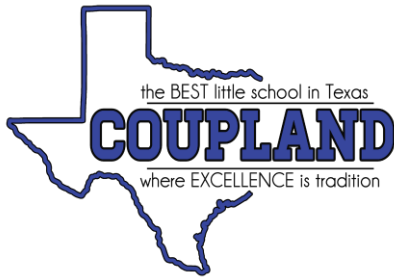
Yea – 7; Nay – 0

Board President

Date

Board Secretary

Date



COUPLAND ISD

620 S COMMERCE ST

COUPLAND, TX 78615

512-856-2422

REGULAR MEETING MINUTES

Date: Thursday, December 12, 2024

Time: 7:00 PM

Location: Coupland School Library
620 S. Commerce Street
Coupland, TX 78615

Board Members:

Crystal Ward – Present

Michael Roepke – Present

Andrew Gonzales – Present

David Young – Present

Tessa Strider – Present

Susan Schmidt – Present

Royce Hatch – Present

Superintendent:

Dr. Earl Parcell – Present

AGENDA

1. **Call the meeting to order and establish a quorum. @ 7:00pm**
2. **Pledge of Allegiance**
Led by: Avery Kerleen
3. **Recognitions**
4. **Principal's Report**

Mr. Booker reported on teaching and learning as well as campus events and activities.

5. Public Comments

None

6. Annual Financial Report Presented by the district's external auditor - Singleton, Clark & Company, PC

Presentation given to the Board by Robert Gatillia. The district received a clean, unmodified audit.

7. Construction Update:

Christine Walker- Claycomb and Associates (Architect)

Randy Boone - Weaver & Jacobs (CMAR)

Mr. Boone provided a PowerPoint presentation detailing the progress at the Coupland Middle School site. At this time, dirt work has been mostly completed and about 89 of the 240 piers have been completed.

8. MONTHLY ACTION ITEMS:

A. Consider and Approve the Board of Trustees Meeting Minutes for the Public Hearing-FIRST Report held November 14, 2024, the Regular Meeting held November 14, 2024, and the Canvassing of the November 5, 2024, Election Meeting held November 19, 2024.

I move that we Approve the Board of Trustees Meeting Minutes for the Public Hearing-FIRST Report held November 14, 2024, the Regular Meeting held November 14, 2024, and the Canvassing of the November 5, 2024, Election Meeting held November 19, 2024.

Motion made by: David Young

Seconded by: Michael Roepke

Crystal Ward: Yea, Michael Roepke: Yea, David Young: Yea; Andrew Gonzales: Yea; Tessa Strider: Yea, Susan Schmidt: Yea, Royce Hatch: Yea.

Yea – 7; Nay – 0

B. Approve Monthly Bills (check registers) and Monthly Financial Report

I move that we Approve Monthly Bills (check registers), the Monthly Financial Report and the 1st Quarter Investment Report.

Motion made by: Susan Schmidt

Seconded by: Royce Hatch

Crystal Ward: Yea, Michael Roepke: Yea, David Young: Yea; Andrew Gonzales: Yea; Tessa Strider: Yea, Susan Schmidt: Yea, Royce Hatch: Yea.
Yea – 7; Nay – 0

9. APPROVAL OF ADDITIONAL ACTION ITEMS AS NEEDED:

A. Consider and Take Action to Accept Annual Financial Audit Report for the 2023/2024 Fiscal Year Ending 8/31/2024

I move that we Accept Annual Financial Audit Report for the 2023/2024 Fiscal Year Ending 8/31/2024

Motion made by: Michael Roepke

Seconded by: David Young

Crystal Ward: Yea, Michael Roepke: Yea, David Young: Yea; Andrew Gonzales: Yea; Tessa Strider: Yea, Susan Schmidt: Yea, Royce Hatch: Yea.
Yea – 7; Nay – 0

B. Discussion and consideration of the Non-Standard Retail Water Service Agreement between Manville Water Supply Corporation and Coupland Independent School District, including the conveyance of groundwater rights from the District to Manville Water Supply for the property more fully described as 61.6 acres of land, more or less, out of the Joseph Jordan Survey, Abstract No. 357, recorded in the official public records of Williamson County, Texas; including the possible delegation of authority on to the Superintendent to finalize negotiations and enter into the service agreement, and authorizing the Board President to execute the agreement and the groundwater rights deed in a form approved by legal counsel, and to pay any necessary fees to Manville Water Supply Corporation related to this agreement.

“I move that the Board approve the Non-Standard Retail Water Service Agreement between Manville Water Supply Corporation and Coupland Independent School District which includes a groundwater deed conveyance from CISD to Manville Water Supply for water rights for the property more fully described as 61.6 acres of land, more or less, out of the Joseph Jordan Survey, Abstract No. 357, recorded in the official public records of Williamson County, Texas. I further move the Board to delegate authority to the Superintendent to finalize negotiations and enter into the

service agreement and authorize the Board President to execute the agreement and the groundwater rights deed in a form approved by legal counsel, and to pay any necessary fees related to the agreement.”

Motion made by: Michael Roepke

Seconded by: Tessa Strider

Crystal Ward: Yea, Michael Roepke: Yea, David Young: Yea; Andrew

Gonzales: Yea; Tessa Strider: Yea, Susan Schmidt: Yea, Royce Hatch: Yea.

Yea – 7; Nay – 0

10. Superintendent's Report

Dr. Parcell reported on enrollment, attendance, growth, achievement, and walk-through data.

11. DISCUSSION ITEMS

A. Discuss Future Action and Discussion items

B. Staff Appreciation

Dr. Parcell shared with the Board how thankful and appreciative the staff was for the annual staff appreciation dinner and for the retention incentive.

C. Budget Plan/Timeline

Dr. Parcell provided a draft budget timeline and explained how the 2025-2026 budget will be atypical with the onboarding of the new middle school in the spring/summer of 2026. Additionally, creating a budget in a legislative year may cause changes in budgeting. We will have to wait and see what is decided and then make the best decision possible for students and staff with the information we have in order to meet the strict budgeting guidelines.

D. Construction Committee Report

Mrs. Ward shared with the Board that the construction committee met on 12/11/2024 and discussed construction progress. The committee discussed in detail concerns about the HVAC scope and proposal. The concerns were heard by the CMAR and they are going to address the concerns and will report back to the committee with and update. The committee is scheduled to meet about two times per month in order to stay abreast of construction progress.

E. CMS Safety and Planning

The board was provided a cost estimate for all the alternates with the middle school project so that they can begin discussing how to prioritize future construction.

The committee also discussed safety concerns that have been fielded about the traffic going to and from the new middle school. Safety is paramount and will continue to be a first priority of the district.

F. Review Board Operating Procedures

Each board member was given a draft of the board operating procedures to review and any suggested changes will be considered at the next board meeting.

12. Future Board Meeting Dates

January 16, 2025

13. Executive Session:

As determined by the Board of Trustees, there may be an executive session pursuant to the Texas Open meetings Act (Texas Gov't Code Chapter 551). An Executive Session - may occur at any time during the meeting as permitted under the Open Meetings Act. The list of topics below are some, but not an exhaustive list, of items that would be considered in an executive session:

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Prospective gift (Texas Gov't Code 551.073),
Employee - Employee Complaint (Gov't code 551.082),
Student Discipline Complaint (Gov't Code 551.082),
Security (Gov't Code 551.076)**

Any action will be taken in a public session.

The Board went into executive session at 9:23PM.

The Board came out of executive session at 10:20 PM.

A. Discuss Evaluation of Superintendent of Schools

B. Discuss New Hires

14. ACTION ITEMS:

(Action Items post executive session are items that must be discussed in executive session. All actions must be taken in an open session.)

A. Consider and Take Action on Evaluation of Superintendent of Schools

No action taken.

B. New Hire Recommendations

I move that we Approve the New Hire Recommendations as presented.

Motion made by: Tessa Strider

Seconded by: Susan Schmidt

Crystal Ward: Yea, Michael Roepke: Yea, David Young: Yea; Andrew Gonzales: Yea; Tessa Strider: Yea, Susan Schmidt: Yea, Royce Hatch: Yea.
Yea – 7; Nay – 0

15. Report Items

A. Resignations

B. Board Calendars

16. ADJOURNMENT: @ 10:24

I Move that we adjourn.

Motion made by: Susan Schmidt

Seconded by: Royce Hatch

Crystal Ward: Yea, Michael Roepke: Yea, David Young: Yea; Andrew Gonzales: Yea; Tessa Strider: Yea, Susan Schmidt: Yea, Royce Hatch: Yea.
Yea – 7; Nay – 0

Board President

Date

Board Secretary

Date



Board of Trustees

Date of Meeting

Item Type

Item Name	
District Goal	
Summary (Purpose / Objective)	
Fiscal Impact	
Administrative Recommendation	

Attachments	
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Contact Person

E-Mail Address

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
007625	12-17-2024	COMBINED BENEFITS G	DEDCH		863-00-2153.00-012-500000	DEC DED HEALTH INSURANCE	181.62	N
			DEDCH		863-00-2153.00-013-500000	DEC DED HEALTH INSURANCE	200.23	N
			DEDCH		863-00-2153.00-015-500000	DEC DED LIFE INSURANCE	239.50	N
			DEDCH		863-00-2153.00-016-500000	DEC DED HEALTH INSURANCE	179.00	N
			DEDCH		863-00-2153.00-022-500000	DEC DED HEALTH INSURANCE	230.80	N
			DEDCH		863-00-2153.00-026-500000	DEC DED HEALTH INSURANCE	931.86	N
			DEDCH		863-00-2153.00-027-500000	DEC DED HEALTH INSURANCE	1,329.30	N
			DEDCH		863-00-2153.00-029-500000	DEC DED LIFE INSURANCE	508.03	N
			DEDCH		863-00-2153.00-035-500000	DEC DED HEALTH INSURANCE	75.60	N
			DEDCH		863-00-2153.00-105-500000	DEC DED HEALTH INSURANCE	89.00	N
			DEDCH		863-00-2153.00-106-500000	DEC DED HEALTH INSURANCE	104.22	N
			DEDCH		863-00-2153.00-107-500000	DEC DED LIFE INSURANCE	84.39	N
			DEDCH		863-00-2153.00-108-500000	DEC DED HEALTH INSURANCE	63.00	N
			DEDCH		863-00-2153.00-111-500000	DEC DED LIFE INSURANCE	43.01	N
			DEDCH		863-00-2159.00-037-500000	DEC DED MISCELLANEOUS	804.99	N
			DEDCH		863-00-2159.00-100-500000	DEC DED HSA	120.00	N
			DEDCH		863-00-2159.00-101-500000	DEC DED MISCELLANEOUS	48.98	N
			DEDCH		863-00-2159.00-110-500000	DEC DED MISCELLANEOUS	101.36	N
					Totals for Check 007625		5,334.89	
007626	12-17-2024	NATIONAL BENEFIT SER	DEDCH		863-00-2159.00-034-500000	DEC DED TAX SHEL. ANNUITY	250.00	N
			DEDCH		863-00-2159.00-042-500000	DEC DED TAX SHEL. ANNUITY	500.00	N
			DEDCH		863-00-2159.00-102-500000	DEC DED TAX SHEL. ANNUITY	1,500.00	N
			DEDCH		863-00-2159.00-103-500000	DEC DED TAX SHEL. ANNUITY	550.00	N
					Totals for Check 007626		2,800.00	
007627	12-17-2024	TCTA	DEDCH		863-00-2159.00-006-500000	DEC DED TSTA DUES	61.50	N
007628	12-17-2024	TEXAS STATE DISBURS	DEDCH		863-00-2159.00-019-500000	DEC DED MISCELLANEOUS	829.66	N
121924	12-19-2024	WEAVER & JACOBS CO	350220	App 2	699-81-6629.00-999-599000	Const Draw 2	1,176,710.83	N
IRS12A	12-06-2024	UNITED STATES TREAS	DEDCH		863-00-2152.01-000-500000	DEC WIRE PAYROLL DEDUCTION	412.16	N
			DEDCH		863-00-2152.02-000-500000	DEC WIRE PAYROLL DEDUCTION	412.16	N
					Totals for Check IRS12A		824.32	
IRS12B	12-20-2024	UNITED STATES TREAS	DEDCH		863-00-2151.00-000-500000	DEC WIRE PAYROLL DEDUCTION	14,789.95	N
			DEDCH		863-00-2152.01-000-500000	DEC WIRE PAYROLL DEDUCTION	4,000.66	N
			DEDCH		863-00-2152.02-000-500000	DEC WIRE PAYROLL DEDUCTION	4,000.66	N
					Totals for Check IRS12B		22,791.27	
TRS12	12-05-2024	TRS	DEDCH		863-00-2155.00-000-500000	DEC WIRE PAYROLL DEDUCTION	22,148.57	N
			DEDCH		863-00-2155.01-000-500000	DEC WIRE PAYROLL DEDUCTION	1,169.78	N
			DEDCH		863-00-2155.02-000-500000	DEC WIRE PAYROLL DEDUCTION	4,161.30	N
			DEDCH		863-00-2155.03-000-500000	DEC WIRE PAYROLL DEDUCTION	177.25	N
			DEDCH		863-00-2155.04-000-500000	DEC WIRE PAYROLL DEDUCTION	1,866.47	N
			DEDCH		863-00-2155.05-000-500000	DEC WIRE PAYROLL DEDUCTION	847.10	N
			DEDCH		863-00-2155.06-000-500000	DEC WIRE PAYROLL DEDUCTION	3,000.31	N
			DEDCH		863-00-2155.07-000-500000	DEC WIRE PAYROLL DEDUCTION	1,070.00	N
			DEDCH		863-00-2155.08-000-500000	DEC WIRE PAYROLL DEDUCTION	3,921.32	N
					Totals for Check TRS12A		38,362.10	

Check Payments
 COUPLAND ISD
 District Written Checks
 For the Month of December

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
TRS12	12-13-2024	TRS	DEDCH		863-00-2153.00-050-500000	DEC WIRE PAYROLL DEDUCTION	8,368.00	N
			DEDCH		863-00-2153.00-051-500000	DEC WIRE PAYROLL DEDUCTION	2,806.00	N
			DEDCH		863-00-2153.00-052-500000	DEC WIRE PAYROLL DEDUCTION	13,052.00	N
Totals for Check TRS12B							24,226.00	
TRS12	12-23-2024	TRS	DEDCH		863-00-2155.00-000-500000	DEC WIRE PAYROLL DEDUCTION	21,910.27	N
			DEDCH		863-00-2155.01-000-500000	DEC WIRE PAYROLL DEDUCTION	697.13	N
			DEDCH		863-00-2155.02-000-500000	DEC WIRE PAYROLL DEDUCTION	4,245.26	N
			DEDCH		863-00-2155.03-000-500000	DEC WIRE PAYROLL DEDUCTION	105.63	N
			DEDCH		863-00-2155.04-000-500000	DEC WIRE PAYROLL DEDUCTION	1,846.40	N
			DEDCH		863-00-2155.06-000-500000	DEC WIRE PAYROLL DEDUCTION	3,000.57	N
			DEDCH		863-00-2155.07-000-500000	DEC WIRE PAYROLL DEDUCTION	1,070.00	N
			DEDCH		863-00-2155.08-000-500000	DEC WIRE PAYROLL DEDUCTION	3,894.54	N
Totals for Check TRS12C							36,769.80	
Total For District Written Checks							1,308,710.37	

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
020037	12-03-2024	FUELMAN	250060	NP67477993	199-34-6311.00-101-599000	Gas for Bus	1,177.51	N
			250060	NP67477993	199-34-6311.00-101-599000	Fleet Fuel Card Fee	35.94	N
				NP67477993	199-34-6311.00-101-599000	Discount for Fuel Card	-115.44	N
Totals for Check 020037							1,098.01	
020038	12-05-2024	FOLLETT CONTENT SOL	350158	478678	199-12-6329.00-101-599000	Follet books	3,153.50	N
			350158	478678F	199-12-6329.00-101-599000	Follet books	342.65	N
Totals for Check 020038							3,496.15	
020039	12-05-2024	GOLD STAR FOODS INC	250063	3178506	240-35-6341.00-101-599000	CN Food Purchase	134.94	N
			250063	3180525	240-35-6342.00-101-599000	CN Food Storage	3.75	N
Totals for Check 020039							138.69	
020040	12-05-2024	HILAND DAIRY FOODS C	250062	9085004	240-35-6341.02-101-599000	Milk	284.30	N
			250062	9087734	240-35-6341.02-101-599000	Milk	306.58	N
			250062	9088922	240-35-6341.02-101-599000	Milk	306.58	N
			250062	7039253	240-35-6341.02-101-599000	Milk	334.15	N
			250062	9091798	240-35-6341.02-101-599000	Milk	241.27	N
Totals for Check 020040							1,472.88	
020041	12-05-2024	JAMF SOFTWARE LLC	350025	90100160	199-53-6299.11-101-599000	IPAD MDM	648.00	N
020042	12-05-2024	LAVACA COUNTY OFFIC	350017	24-8587	199-51-6249.04-999-599000	5 student desks	1,845.00	N
020043	12-05-2024	NEIL J WHITE	250064	Mileage Reimb	199-34-6411.00-101-599000	Reimb Comm Learners Permit	225.66	N
			250064	Lisc Reimb	199-34-6499.00-101-599000	Reimb Comm Learners Permit	25.00	N
Totals for Check 020043							250.66	
020044	12-05-2024	NICHOLAS CRUMPTON	250061	20241203	199-36-6299.00-101-591000	Basketball Score Keeper 12-3	25.00	N
020045	12-05-2024	QUILL	350163	41520249	199-12-6399.00-101-599000	Supplies	13.13	N
			350163	41499289	199-33-6399.00-101-599000	Supplies	130.45	N
Totals for Check 020045							143.58	
020046	12-05-2024	SCOTT MORALES CATE	350195	503	199-41-6499.01-702-599000	Staff Appreciation Catering	1,600.00	N
020047	12-05-2024	SPECTRUM	350091	10480050111212	199-51-6259.01-101-599000	Telephone & Internet;Spectrum	1,407.57	N
			350091	10480050111212	199-53-6299.15-101-599000	Telephone & Internet;Spectrum	1,829.05	N
Totals for Check 020047							3,236.62	
020048	12-05-2024	TAYLOR DAILY PRESS	350169	27676	199-41-6491.00-701-599000	School First Notice _6491	44.00	N
			350169	27161	199-41-6491.00-701-599000	School First Notice _6491	31.00	N
Totals for Check 020048							75.00	
020049	12-05-2024	TAYLOR SPORTING GO	350194	956	199-41-6499.01-702-599000	Staff Incentive items	544.50	N
020050	12-05-2024	TRAVIS CENTRAL APPR	350030	8887	199-99-6213.00-703-599000	Quarterly Appraisal Fee	140.95	N
020051	12-05-2024	TRIUMPH PROTECTION	350036	INV019404	429-52-6299.00-101-399000	Security Officer 9/1 - 3/30/25	1,328.00	N
020052	12-05-2024	WASTE MANAGEMENT	350107	0202333-2161-9	199-51-6249.00-101-599000	Trash Pickup	685.67	N
020053	12-05-2024	WILLIAMSON CAD	350019	2025-17	199-99-6213.00-703-599000	WM CAD Fee	5,533.75	N
020054	12-06-2024	CHASE INK	350198	7473830	199-11-6399.00-101-511000	Supplies	131.74	N
			350151	4061846	199-11-6399.00-101-511000	Calculators	970.50	N
			350173	5025805	199-11-6399.00-101-511000	Supplies Nurse & PE	25.82	N
			350145	GG00253050	199-11-6399.00-101-511000	Generation Genius software	299.00	N

Check Payments
 COUPLAND ISD
 Computer Written Checks
 For the Month of December

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
			250065	1201	199-11-6399.00-101-511000	Chase interest fee	1.33	N
			350173	5025805	199-11-6399.03-101-511000	Supplies Nurse & PE	89.99	N
			350155	9044225	199-11-6399.05-101-523000	Nurse Supplies	36.98	N
			350173	5025805	199-11-6399.05-101-523000	Supplies Nurse & PE	13.25	N
			350147	2425	199-11-6499.01-101-511000	TIA Designation Fee	1,534.01	N
			350161	8481834	199-12-6399.00-101-599000	Library Supplies	325.42	N
			350167	6444239	199-23-6399.00-101-599000	Admin Office Supply	91.19	N
			350140	5573818	199-33-6399.00-101-599000	Nurse Supplies & Fence handle	63.51	N
			350155	9044225	199-33-6399.00-101-599000	Nurse Supplies	16.82	N
			350173	5025805	199-33-6399.00-101-599000	Supplies Nurse & PE	26.51	N
			350181	WM 8194	199-34-6399.00-101-523000	Car Seat for Bus	89.00	N
			350177	780043752929	199-34-6499.00-101-599000	TX Tag Bill	9.46	N
			350172	291785000501	199-41-6499.01-702-599000	Employee Party Sweet and Class	750.00	N
			350188	11058554	199-41-6499.01-702-599000	Walmart Bickstone Gift	159.13	N
			350198	1589832	199-51-6249.04-999-599000	Supplies	41.08	N
			350198	759844	199-51-6249.04-999-599000	Supplies	29.18	N
			350198	9610664	199-51-6249.04-999-599000	Supplies	38.97	N
			350183	2748269	199-51-6249.04-999-599000	Custodial Supplies	80.70	N
			350180	305717	199-52-6399.00-999-599000	KnoxBox Model3261	487.00	N
			350201	3300475	240-35-6341.00-101-599000	HEB Cool Whip	74.01	N
			350200	11525910463	749-61-6399.00-101-599000	Costco After School Snacks	188.89	N
						Totals for Check 020054	5,573.49	
020055	12-06-2024	WALSH GALLEGOS TRE	350199	693110	199-41-6211.00-701-599000	Legal Services	167.50	N
			350199	693111	199-41-6211.00-701-599000	Legal Services	3,344.00	N
						Totals for Check 020055	3,511.50	
020056	12-12-2024	A-LINE AUTO PARTS	350205	10882471	199-34-6319.00-101-599000	Vehicle Parts	38.18	N
020057	12-12-2024	DIRECT ENERGY BUSIN	350108	24338005581414	199-51-6259.02-101-599000	Electricity	3,719.14	N
020058	12-12-2024	ESC 13	350152	274546	199-41-6411.01-701-599000	Region 13 -EISO Board Training	100.00	N
			350152	274546	199-41-6419.00-702-599000	Region 13 -EISO Board Training	300.00	N
						Totals for Check 020058	400.00	
020059	12-12-2024	GREATAMERICA	350099	38071445	199-23-6269.00-101-599000	Copier Lease	200.28	N
020060	12-12-2024	JOHNSTONE SUPPLY	250068	1331910	199-51-6319.01-101-599000	AC Transformer	11.99	N
020061	12-12-2024	LA COSTENITA DISTRIB	250066	15176	240-35-6341.00-101-599000	Ice Cream	191.76	N
020062	12-12-2024	LABATT FOOD SERVICE	250067	11054367	240-35-6341.00-101-599000	CN Food Purchase	1,767.30	N
			250067	11126551	240-35-6341.00-101-599000	CN Food Purchase	2,328.31	N
			250067	11199191	240-35-6341.00-101-599000	CN Food Purchase	1,772.02	N
				10229937	240-35-6341.00-101-599000	Order Selection Error mis pick	-240.60	N
			250067	11126551	240-35-6342.00-101-599000	CN Food Purchase	59.44	N
			250067	11199191	240-35-6342.00-101-599000	CN Food Purchase	171.46	N
						Totals for Check 020062	5,857.93	
020063	12-12-2024	VOYAGER SOPRIS LEAR	350176	8414075	199-11-6399.00-101-511000	Supplies - Sped Resrc Voyager	1,364.20	N

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
020064	12-12-2024	LOWE'S	350175	980922	199-51-6249.04-999-599000	Lowes Supplies	429.76	N
020065	12-12-2024	FERGUSON FACILITIES	350184	1351052	199-51-6319.00-101-599000	Custodial Supplies	1,615.06	N
020066	12-12-2024	PTM DOCUMENT SYSTE	350179	350179	199-41-6399.00-701-599000	1099 and W-2 blank forms	51.15	N
020067	12-12-2024	QUILL	350187	41660151	199-11-6399.00-101-511000	Supplies	80.99	N
			350187	41657250	199-11-6399.00-101-511000	Supplies	1,551.60	N
			350174	41607399	199-51-6319.00-101-599000	Maintenance Supplies	56.67	N
Totals for Check 020067							1,689.26	
020068	12-12-2024	RAPTOR TECHNOLOGIE	350160	96212	199-52-6299.00-101-599000	Raptor License	695.00	N
020069	12-12-2024	RENAISSANCE INSTITUT	350090	1954	199-53-6299.14-101-599000	Renaissance Inst 24-25	4,000.00	N
020070	12-12-2024	SINGLETON CLARK & C	350204	2487	199-41-6212.00-750-599000	Audit Fee	13,200.00	N
020071	12-12-2024	TASBO	350171	424534	199-41-6411.01-701-599000	PUR305 Course Herber	210.00	N
			350206	65792-2024	199-41-6499.00-702-599000	Herber Annual Membership	145.00	N
Totals for Check 020071							355.00	
020072	12-12-2024	TOSHIBA FINANCIAL SE	350100	588869775	199-11-6269.00-101-599000	Copier Lease	296.82	N
020073	12-12-2024	TRIUMPH PROTECTION	350036	INV19630	429-52-6299.00-101-399000	Security Officer 9/1 - 3/30/25	1,316.00	N
020074	12-19-2024	A-LINE AUTO PARTS	350212	10897812	199-34-6319.00-101-599000	Bus Supplies	310.68	N
020075	12-19-2024	ABEAR COMMERCIAL S	350221	22-7132	199-51-6249.04-999-599000	AC Repair	478.86	N
020076	12-19-2024	BRANDI SMITH	250070	WM 4241	461-36-6399.00-101-599000	Plates Napkins Baby Showes	13.82	N
020077	12-19-2024	ESC 13	350149	274249	199-11-6239.00-101-599000	TOT Para Course Reg13	1,200.00	N
			350080	274247	199-31-6411.00-101-523000	Sped/Dys PD at R13	100.00	N
			350122	274248	199-31-6411.00-101-599000	MVP PD at Reg 13	100.00	N
			350150	274250	199-34-6239.00-101-599000	Bus Driver training Reg 13	120.00	N
Totals for Check 020077							1,520.00	
020078	12-19-2024	MCGRAW-HILL EDUCATI	350126	134888361001	199-11-6399.00-101-511000	TX Algebra Digital	81.00	N
020079	12-19-2024	PEST PATROL	350106	133448	199-51-6249.03-101-599000	Pest Treatment	250.00	N
			350106	134228	199-51-6249.03-101-599000	Pest Treatment	250.00	N
Totals for Check 020079							500.00	
020080	12-19-2024	QUILL	350185	41801313	199-23-6399.00-101-599000	New Office Printer	854.00	N
020081	12-19-2024	RABA KISTNER INC	350218	AAD2414900	699-81-6629.00-999-599000	Architect Fee	8,882.78	N
020082	12-19-2024	SUBURBAN PROPANE	250069	7923-006933	199-51-6259.03-101-599000	Propane Delivery	612.89	N
020083	12-19-2024	TRIUMPH PROTECTION	350036	INV019731	429-52-6299.00-101-399000	Security Officer 9/1 - 3/30/25	1,072.00	N
020084	12-20-2024	LITTLE PINES PEDIATRI	350223	20241130	199-11-6219.01-101-523000	Occ Therapy Svcs	840.00	N
020085	12-20-2024	TEXAS THERAPY SPECI	350224	20240930	199-11-6219.00-101-523000	Speech Services	1,312.50	N
Total For Computer Written Checks							83,257.51	
Total Checks							1,391,967.88	

End of Report

COUPLAND INDEPENDENT SCHOOL DISTRICT

GENERAL FUND FINANCIAL STATEMENT

Fund 199

DECEMBER 2024



	2024-2025			2023-2024		
	Current Budget	Actual	Actual to Budget	Current Budget	Actual	Actual to Budget
REVENUES:						
Local and Intermediate Sources	\$ 2,183,205	\$ 451,796	20.69%	\$ 2,233,999	\$ 629,197	28.16%
State Program Revenues	2,610,521	2,190,489	83.91%	1,832,545	1,855,915	101.28%
Federal Program Revenues	14,500	-	0.00%	12,445	-	0.00%
Other Financing Sources	-	-	0.00%	-	-	0.00%
Total Revenues	\$ 4,808,226	\$ 2,642,285	54.95%	\$ 4,078,989	\$ 2,485,112	60.92%
EXPENDITURE SUMMARY BY FUNCTION:						
11 - Instructional	\$ 2,885,321	\$ 945,198	32.76%	\$ 2,304,183	\$ 783,871	34.02%
12 - Instructional Resources and Media Services	7,850	5,579	71.07%	21,100	5,327	25.25%
13 - Curriculum and Instructional Staff Development	19,700	-	0.00%	18,950	1,643	8.67%
21 - Instructional Leadership	12,362	-	0.00%	2,150		
23 - School Leadership	320,173	102,322	31.96%	335,307	92,236	27.51%
31 - Guidance, Counseling and Evaluation	177,769	54,512	30.66%	100,522	54,725	54.44%
33 - Health Services	3,550	871	24.54%	6,400	104	1.63%
34 - Student Transportation	156,692	96,749	61.74%	184,542	30,292	16.41%
35 - Food Service	2,058	2,059	100.05%	-	-	
36 - Cocurricular/Extra Curricular Activities	27,714	6,761	24.39%	33,022	9,486	28.73%
41 - General Administration	368,356	125,963	34.20%	344,670	124,373	36.08%
51 - Plant Maintenance and Facility Services	363,425	128,465	35.35%	394,505	117,594	29.81%
52 - Security and Monitoring Services	48,750	6,682	13.71%	39,000	6,360	16.31%
53 - Data Processing Services	259,659	107,334	41.34%	186,512	41,349	22.17%
61 - Community Services	3,000	612	20.39%	-	1,585	#DIV/0!
71 - Debt Service	66,436	5,718	8.61%	69,000	6,185	8.96%
81 - Capital Outlay	-	-	0.00%			
93 - Payments to Fiscal Agents				-	-	#DIV/0!
99 - Other intergovernmental Charges	25,000	11,741	46.96%	14,000	9,231	65.94%
Operating Transfer to Cafeteria	9,681	-	0.00%	25,126	-	0.00%
Total Expenditures	\$ 4,757,496	\$ 1,600,565	33.64%	\$ 4,078,989	\$ 1,284,361	31.49%
EXPENDITURE SUMMARY BY OBJECT CODE:						
61XX - Payroll Costs	\$ 3,777,172	\$ 1,237,421	32.76%	\$ 3,057,841	\$ 1,050,170	34.34%
62XX - Professional and Contracted Services	554,530	184,680	33.30%	498,933	122,411	24.53%
63XX - Supplies and Materials	178,715	42,132	23.57%	267,434	55,488	20.75%
64XX - Other Operating Expenses	170,962	70,614	41.30%	94,655	50,107	52.94%
65XX - Debt Service - Principal	66,436	5,718	8.61%	69,000	6,185	8.96%
66XX - Capital Outlay Expenses	-	60,000		66,000	-	0.00%
Operating Transfers	9,681	-	0.00%	25,126	-	0.00%
Total Expenditures	\$ 4,757,496	\$ 1,600,565	33.64%	\$ 4,078,989	\$ 1,284,361	31.49%



COUPLAND INDEPENDENT SCHOOL DISTRICT
CHILD NUTRITION FUND FINANCIAL STATEMENT
Fund 240
DECEMBER 2024

	2024-2025			2023-2024		
	Current Budget	Actual	Actual to Budget	Current Budget	Actual	Actual to Budget
REVENUES:						
Local and Intermediate Sources	\$ 60,000	\$ 27,243	45.40%	\$ 67,300	\$ 27,500	40.86%
State Program Revenues	11,058	247	2.23%	11,086	3,367	30.37%
Federal Program Revenues	167,000	55,014	32.94%	139,506	35,118	25.17%
Other Financing Sources	9,681	-	0.00%	25,126	-	0.00%
Total Revenues	\$ 247,739	\$ 82,504	33.30%	\$ 243,018	\$ 65,985	27.15%
EXPENDITURES:						
35 - Food Services	\$ 247,739	\$ 81,908	33.06%	\$ 243,018	\$ 81,424	33.51%
Total Expenditures	\$ 247,739	\$ 81,908	33.06%	\$ 243,018	\$ 81,424	33.51%
EXPENDITURE SUMMARY BY OBJECT CODE:						
61XX - Payroll Costs	\$ 142,039	\$ 45,788	32.24%	\$ 135,912	\$ 46,239	34.02%
62XX - Professional and Contracted Services	6,500	-	0.00%	11,500	-	0.00%
63XX - Supplies and Materials	98,500	36,120	36.67%	94,906	34,981	36.86%
64XX - Other Operating Expenses	700	-	0.00%	700	204	29.14%
64XX - Other Operating Expenses	-	-	0.00%	-	-	-
Total Expenditures	\$ 247,739	\$ 81,908	33.06%	\$ 243,018	\$ 81,424	33.51%

COUPLAND INDEPENDENT SCHOOL DISTRICT
DEBT SERVICE FUND FINANCIAL STATEMENT
Fund 599
DECEMBER 2024



	2024-2025			2023-2024		
	Current Budget	Actual	Actual to Budget	Current Budget	Actual	Actual to Budget
REVENUES:						
Local and Intermediate Sources	\$ 1,547,519	\$ 281,667	18.20%	\$ 1,550,025	\$ 370,490	23.90%
State Program Revenue	\$ 92,381	\$ 89,831	97.24%	\$ -	\$ 13,070	
Total Revenues	\$ 1,639,900	\$ 371,498	22.65%	\$ 1,550,025	\$ 383,560	24.75%
EXPENDITURES:						
71 - Debt Service	\$ 1,639,900	\$ -	0.00%	\$ 1,550,025	\$ -	0.00%
Total Expenditures	\$ 1,639,900	\$ -	0.00%	\$ 1,550,025	\$ -	0.00%
EXPENDITURE SUMMARY BY OBJECT CODE:						
65XX - Debt Service Expenses	1,639,900	-	0.00%	1,550,025	-	0.00%
Total Expenditures	\$ 1,639,900	\$ -	0.00%	\$ 1,550,025	\$ -	0.00%



Board of Trustees

Date of Meeting
Item Type

Item Name	
District Goal	
Summary (Purpose / Objective)	
Fiscal Impact	
Administrative Recommendation	

Attachments	
-------------	--

Contact Person E-Mail Address



COUPLAND ISD

620 S COMMERCE ST
COUPLAND, TX 78615
512-856-2422

STATE OF TEXAS COUNTY OF WILLIAMSON

RESOLUTION

The Board of Trustees of the Coupland Independent School District being convened in Regular Meeting Session at its regular meeting place within the boundaries of the Coupland Independent School District on the 16th day of December, 2024, with a quorum present in the persons of:

Crystal Ward, Board President
Michael Roepke, Board Vice President
David Young, Board Secretary
Andrew Gonzales
Royce Hatch
Susan Schmidt
Tessa Strider

Trustees being absent: None

WHEREAS Trustee _____ introduced the following order, moved its adoption, and the motion having been seconded by Trustee _____ was duly put and carried, said Order reading as follows:

IT IS HERE BY RESOLVED, ordered, and directed that the Coupland Independent School District commit the following additional portions of its General Fund unassigned fund balance for the 2023-2024 fiscal year.

BE IT RESOLVED that \$2,213,854 of the General Fund Balance be designated to the Unassigned Fund Balance to insure an adequate amount of funds are available to pay for four (4) months of general operating expenditures.

BE IT RESOLVED that \$584,000 of the General Fund Balance be committed for future facility construction projects.

BE IT RESOLVED that \$100,000 of the General Fund Balance be committed for emergency repairs and insurance deductibles related to possible large-scale facility damage due to wind, hail., fire, etc.

BE IT RESOLVED that \$235,000 of the General Fund Balance be committed for the purchase of a new school bus.

BE IT RESOLVED that \$130,000 of the General Fund Balance be committed for Capital Improvements needed due to long-term deferred maintenance.

Crystal Ward, Coupland ISD Board President

Attest:

David Young, Coupland ISD Board Secretary



Board of Trustees

Date of Meeting	
Item Type	

Item Name	
District Goal	
Summary (Purpose / Objective)	
Fiscal Impact	
Administrative Recommendation	

Attachments	
-------------	--

Contact Person	<input type="text"/>	E-Mail Address	<input type="text"/>
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Quote Name:	Upgraded Graphics	Sales Rep	Kendall White
Quote No.	3000184880560.1	Phone	(512)513-0025
Total	\$41,154.00	Email	Kendall.White@dell.com
Customer #	5449971	Billing To	PAUL BRINKMAN
Quoted On	Jan. 14, 2025		COUPLAND ISD
Expires by	Feb. 13, 2025		620 S COMMERCE ST
	Texas Department of		BLDG 2
Contract Name	Information Resources (TX		COUPLAND, TX 78615-5139
	DIR)		
Contract Code	C000000006841		
Customer Agreement #	TX DIR-TSO-3763		
Deal ID	28034866		

Message from your Sales Rep

Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,
Kendall White


Shipping Group

Shipping To	Shipping Method
MARIO PENA COUPLAND ISD 620 S COMMERCE ST BLDG 2 COUPLAND, TX 78615-5139 (737) 980-8402	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Dell 24 Monitor - P2425H	\$141.06	25	\$3,526.50
OptiPlex Small Form Factor (Plus 7020)	\$1,183.05	25	\$29,576.25
Dell Wired Keyboard and Mouse - KM300C	\$32.49	25	\$812.25
Dell Chromebook 3110	\$241.30	30	\$7,239.00

Subtotal:	\$41,154.00
Shipping:	\$0.00
Non-Taxable Amount:	\$41,154.00
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00

Total:	\$41,154.00
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Shipping Group Details

Shipping To

MARIO PENA
 COUPLAND ISD
 620 S COMMERCE ST
 BLDG 2
 COUPLAND, TX 78615-5139
 (737) 980-8402

Shipping Method

Standard Delivery

Dell 24 Monitor - P2425H

Estimated delivery if purchased today:
 Jan. 21, 2025
 Contract # C000000006841
 Customer Agreement # TX DIR-TSO-3763

Unit Price	Quantity	Subtotal
\$141.06	25	\$3,526.50

Description

SKU

Unit Price	Quantity	Subtotal
------------	----------	----------

Dell 24 Monitor - P2425H	210-BMGH	-	25	-
Dell Limited Hardware Warranty	814-5380	-	25	-
Advanced Exchange Service, 3 Years	814-5381	-	25	-

Unit Price	Quantity	Subtotal
\$1,183.05	25	\$29,576.25

OptiPlex Small Form Factor (Plus 7020)

Estimated delivery if purchased today:
 Jan. 27, 2025
 Contract # C000000006841
 Customer Agreement # TX DIR-TSO-3763

Description

SKU

Unit Price	Quantity	Subtotal
------------	----------	----------

OptiPlex Small Form Factor Plus 7020 XCTO	210-BKWN	-	25	-
Intel Core i7 processor 14700 vPro (33 MB cache, 20 cores, 28 threads, up to 5.4 GHz Turbo, 65W)	338-CNCK	-	25	-
Windows 11 Pro, English, Brazilian Portuguese PT-BR, French, Spanish	619-ARSB	-	25	-
Activate Your Microsoft 365 For A 30 Day Trial	658-BCSB	-	25	-
16 GB: 2 x 8 GB, DDR5	370-BBPQ	-	25	-
M.2 2230 512GB PCIe NVMe SSD Class 35	400-BQSB	-	25	-
M.2 22x30 Thermal Pad	412-AAQT	-	25	-
M2X3.5 Screw for SSD/DDPE	773-BBBC	-	25	-
NO RAID	817-BBBN	-	25	-
AMD Radeon™ RX 6300, 2GB GDDR6, Half Height, 2xDP	490-BJWW	-	25	-
OptiPlex SFF Plus with 260W Bronze Power Supply	329-BJWJ	-	25	-
System Power Cord (Philippine/TH/US)	450-AAOJ	-	25	-
No Optical Drive	429-ABKF	-	25	-
CMS Software not included	632-BBBJ	-	25	-
No Media Card Reader	379-BBHM	-	25	-
Intel(R) AX211 Wi-Fi 6E 2x2 and Bluetooth	555-BHDU	-	25	-
External Antenna	555-BHDW	-	25	-
Wireless Driver, Intel Wi-Fi 6E AX211 2x2 and Bluetooth wireless card	555-BKJK	-	25	-
No Additional Video Ports	492-BCKH	-	25	-

No Keyboard Selected	580-AABG	-	25	-
No Mouse Selected	570-AAAF	-	25	-
No Cover Selected	325-BCZQ	-	25	-
Dell Additional Software	634-CHFP	-	25	-
ENERGY STAR Qualified	387-BBLW	-	25	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	25	-
Watch Dog SRV	379-BFMR	-	25	-
Quick Start Guide, OptiPlex SFF Plus	340-DMJC	-	25	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	25	-
Shipping Material	340-CQYR	-	25	-
Shipping Label	389-BBUU	-	25	-
Regulatory Label for OptiPlex SFF Plus PSU DAO	389-FFZD	-	25	-
Intel® Rapid Storage Technology Driver	658-BFSK	-	25	-
Intel Core i7 Processor Label	340-CUEQ	-	25	-
Desktop BTO Standard shipment	800-BBIO	-	25	-
No Additional Add In Cards	382-BBHX	-	25	-
No Additional Network Card Selected (Integrated NIC included)	555-BBJO	-	25	-
Custom Configuration	817-BBBB	-	25	-
EPEAT 2018 Registered (Silver)	379-BDTO	-	25	-
Internal Speaker	520-AARD	-	25	-
No vPro® support	631-BBQQ	-	25	-
Dell Limited Hardware Warranty Plus Service	812-3886	-	25	-
ProSupport: 7x24 Technical Support, 3 Years	812-3894	-	25	-
ProSupport: Next Business Day Onsite 3 Years	812-3908	-	25	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	25	-

Unit Price	Quantity	Subtotal
\$32.49	25	\$812.25

Dell Wired Keyboard and Mouse - KM300C

Estimated delivery if purchased today:
Jan. 20, 2025
Contract # C000000006841
Customer Agreement # TX DIR-TSO-3763

Description	SKU	Unit Price	Quantity	Subtotal
Dell Wired Keyboard and Mouse - KM300C	580-AKKV	-	25	-

Unit Price	Quantity	Subtotal
\$241.30	30	\$7,239.00

Dell Chromebook 3110

Estimated delivery if purchased today:
Jan. 23, 2025
Contract # C000000006841
Customer Agreement # TX DIR-TSO-3763

Description	SKU	Unit Price	Quantity	Subtotal
Dell Chromebook 3110	210-BCGK	-	30	-
Intel Celeron N4500 (Dual Core, up to 2.8GHz, 4M Cache, 6W), 4GB Memory, 64GB Storage	338-CMWP	-	30	-
4GB 2933MHz LPDDR4 Non-ECC	370-AGYU	-	30	-
64GB eMMC Hard Drive	400-BNIB	-	30	-

11.6" HD (1366 x 768) Anti-Glare Non-Touch, Camera & Microphone, WLAN Capable	391-BGHL	-	30	-
Single Pointing Non Backlit, US English	583-BINI	-	30	-
Intel Dual Band Wi-Fi 6 AX201 2x2 802.11ax 160MHz	555-BHJR	-	30	-
3 Cell 42Whr Longlife Battery	451-BCWJ	-	30	-
65W AC adapter, USB Type-C, TCO Gen9 compliant	450-BCPZ	-	30	-
E4 Power Cord 1M for US	537-BBBL	-	30	-
Quickstart Guide	340-CXGY	-	30	-
LCD, Non Touch	320-BENN	-	30	-
Not Included	631-ABBH	-	30	-
Chrome Education Upgrade	634-BYQI	-	30	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	30	-
Fixed Hardware Configuration	998-GRBM	-	30	-
Label C0, Mini Celeron, 4GB, without HDMI + NonTouch LCD	389-EBXG	-	30	-
System Shipment, Chromebook 3110	340-CXHC	-	30	-
Intel 11th Gen Celeron CPU label.	389-DYFS	-	30	-
BTS/BTP Smart Selection Shipment, Chromebook (VS)	800-BBQM	-	30	-
Bottom Door	321-BHEO	-	30	-
Dell Limited Hardware Warranty Initial Year	868-9850	-	30	-
ProSupport Next Business Day Onsite, 1 Year	868-9873	-	30	-
ProSupport 7x24 Technical Support, 1 Year	868-9882	-	30	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	30	-

Subtotal:	\$41,154.00
Shipping:	\$0.00
Estimated Tax:	\$0.00

Total:	\$41,154.00
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Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringsspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.



Board of Trustees

Date of Meeting

Item Type

Item Name	
District Goal	
Summary (Purpose / Objective)	
Fiscal Impact	
Administrative Recommendation	

Attachments	
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Contact Person

E-Mail Address



Quote

250 E Valley Ridge Blvd
 Suite 100
 Lewisville, TX 75057
 www.aerowavetech.com

Date	Estimate #
1/8/2025	QUO9092

Client Name
 105751 Coupland ISD

Bill To

Ship To
 Dr. Parcell
 Coupland ISD
 620 S Commerce Street
 Coupland TX 78615
 United States

Expires	Memo	Sales Rep	Shipping Method
1/22/2025	Conventional - 59 handhelds, 1 base station, 5 mobile	Phoebe Popso	Delivery - Tech

Qty	Item Name	Item Description	Rate	Amount
	BuyBoard Title - Two-Way Ra...	BuyBoard Contract 696-23		
	TITLE	55 SL300 Handheld Radios + 4 Earpieces		
55	AAH88QCP9JA2AN	SL300 DIGITAL 99CH 2-3W UHF PORTABLE W/DISPLAY (403-470 MHZ)**	432.65	23,795.75
55	Programming	Programming	25.00	1,375.00
4	M15-G1W	SURVEILLANCE KIT 1-WIRE CABLE ONLY (SL30035007550 TLK100 TLK110)	20.90	83.60
4	AT2	AT2 QUICK DISCONNECT ACOUSTIC TUBE AND EAR BUD	33.00	132.00
	TITLE	4 R7 Radios + 3 Earpieces		
4	AAH06RDN9WA1AN	R7 CAPABLE 1000CH 1-4W UHF PORTABLE W/DISPLAY (403-512MHZ)*	1,288.60	5,154.40
4	Programming	Programming	25.00	100.00
3	PMLN8341A	MOTOROLA EARPIECE 1-WIRE SURVEILLANCE KIT W/LOUD AUDIO TRANSLUCENT TUBE (R7)	52.00	156.00
	TITLE	1 Base Station		
1	BB-M-BASE STATION	MOTOROLA BASE STATION		

All orders are subject to credit approval. 20% restocking charge on any returned goods. No goods may be returned without our express written permission. I have read and understand the the terms and conditions.

Client Signature _____

Date _____



Quote

250 E Valley Ridge Blvd
 Suite 100
 Lewisville, TX 75057
 www.aerowavetech.com

Date	Estimate #
1/8/2025	QUO9092

Client Name
 105751 Coupland ISD

Qty	Item Name	Item Description	Rate	Amount
1	AAM28TRC9RA1AN	XPR5350E ENABLED 32CH 40W UHF MOBILE (450-512 MHZ)**	1,094.80	1,094.80
1	LPX-14	POWER SUPPLY SWITCHING 14A	164.50	164.50
1	Programming	Programming	25.00	25.00
1	RMN5050A	MICROPHONE DESKTOP MOTOTRBO	129.60	129.60
1	PCTCN4347	ANTENNA UHF UNITY 450	15.00	15.00
1	RGPL	MAGNET MOUNT BASE WITH MINI-U	46.57	46.57
2	LAB-SHOP	Base station building, tuning, and testing	125.00	250.00
2	LAB-ONSITE	Labor to install base station	150.00	300.00
	End of Group			2,025.47
	TITLE	100W Repeater with a DB408 Antenna		
1	BB-M-REPEATER-CP-SS	(1) REPEATER / ONE-SITE (Conventional)		
1	T8319	SLR8000 100W BASE RADIO REPEATER	4,618.90	4,618.90
1	CA02962AA	SLR8000 ADD: UHF1 (400-470 MHZ)	4,255.10	4,255.10
1	Q3220E	DUPLEXER 406-512 MHz UHF 4 CAVITY Pass Reject BPBR	1,929.50	1,929.50
1	CBTF-WM-18-X	CABINET 18RU ENCLOSURE *	815.92	815.92
1	1195165	PATCH CABLE 7FT CAT5E WITH BOOT BLUE - 1195165	10.00	10.00
1	202-5340	SWITCH, INTELLINET 5 PORT 10/100	35.18	35.18



Quote

250 E Valley Ridge Blvd
Suite 100
Lewisville, TX 75057
www.aerowavetech.com

Date	Estimate #
1/8/2025	QUO9092

Client Name

105751 Coupland ISD

Qty	Item Name	Item Description	Rate	Amount
1	DB408B	ANTENNA EXPOSED DIPOLE OMNI 450-470 MHZ 6.6/7.8DB	2,049.70	2,049.70
1	FRM-150	NON PEN ROOF MOUNT 30" FOR DB404/DB408 - 94359	300.00	300.00
1	102758-X	RUBBER MAT 36" X 42" 1/8" THICK - 472603*	30.00	30.00
150	LDF4-50A	COAX 1/2"	4.75	712.50
6	LMR400	CABLE COAX .405 - 380348	1.40	8.40
1	LP-BTR-NFF	POLYPHASER N(F)-N(F)	125.83	125.83
1	RFB-1106-2T	CONNECTOR BNC(M) CRMP 58	5.33	5.33
3	RFN-1005-3C	CONNECTOR N(M) CRIMP RG58/RG142	13.00	39.00
2	RFN-1006-3I	CONNECTOR N(M) LMR400	12.05	24.10
3	RFN-1012-1	ADAPTER N(M) TO N(F) RIGHT ANGLE	29.00	87.00
8	RG142	COAX RG142 TEFLON - 205932	10.00	80.00
6	NM-LCF12-D01	CONNECTOR 1/2" N(M)	19.00	114.00
1	NF-LCF12-B32	CONNECTOR 1/2" N(F)	25.73	25.73
1	WLDCBRX141.5191KB-X	GROUNDING BAR 19" 1/4" HOLES	199.07	199.07
2	INF6-14-1	#6 LUG 1 HOLE- 39501	4.32	8.64
2	INF62-14-1	# 6 LUG 2 HOLE 5/8	12.00	24.00
30	WSGW-6-19STG-X	GROUND WIRE #6 AWG 19-STRAND (GREEN) - 481111	3.00	90.00
1	471683	LUG HARDWARE KIT	5.00	5.00



250 E Valley Ridge Blvd
 Suite 100
 Lewisville, TX 75057
 www.aerowavetech.com

Date	Estimate #
1/8/2025	QUO9092

Client Name

105751 Coupland ISD

Qty	Item Name	Item Description	Rate	Amount
1	MISC INSTALL KIT - REPE...	MISCELLANEOUS MATERIALS FOR REPEATER INSTALLATIONS	250.00	250.00
1	BW-121000U	BATTERY LEAD ACID SEALED 12V, 100A	265.00	265.00
1	RKN4152A	CABLE, BATTERY BACK UP LTD REPEATER	70.13	70.13
1	BLKBATBOX-X	BATTERY BOX PLASTIC (model 55373)	35.00	35.00
10	LAB-ONSITE	Labor to install repeater	150.00	1,500.00
3	LAB-SHOP	Repeater Programming, Tuning, Testing	125.00	375.00
1	PROJECT-MGMT-STANDARD	PROJECT MANAGEMENT STANDARD	250.00	250.00
1	FCC-LICENSE-REPEATER P...	FCC LICENSING REPEATER PAIR	1,200.00	1,200.00
1	AVS - Repeater	1 Year of Added Value Service Coverage Plan Includes: •12 business hour response Monday-Friday 8:00am-5:00pm •Service and Repair of Repeater (labor charges are covered, parts are billed separately) - Applies only to In-Shop Labor - Motorola Depot charges will be billed to the client •Loaner repeater provided at no charge while client's repeater is In for Service •Head of Line status for repairs •One (1) Preventative Maintenance service per year, covering the following: - Firmware updates (as needed) - Verify Power Output - Inspect and replace (as needed) coaxial cable connections - Inspect and test antenna - Test battery backup (if applicable) •20% discount off MSRP on radio fleet reprogramming •Antenna, coaxial cable, and duplexer not covered under AVS	2,200.00	2,200.00



Quote

250 E Valley Ridge Blvd
 Suite 100
 Lewisville, TX 75057
 www.aerowavetech.com

Date	Estimate #
1/8/2025	QUO9092

Client Name

105751 Coupland ISD

Qty	Item Name	Item Description	Rate	Amount
		<ul style="list-style-type: none"> •Freight and shipping charges billed with parts •Monthly remote monitoring with Repeater Diagnostics and Control (RDAC) system (remote network connection is required) 		
	End of Group			21,738.03
	TITLE	5 Mobile XPR5550 Radios + Bus Installs		
5	BB-M-BUS-FS	BUS MOBILE INSTALLATION (Full-Size)		
5	AAM28TRN9WA1AN	XPR5550E CAPABLE 1000CH 40W UHF MOBILE (450-512MHZ)*	1,149.20	5,746.00
5	Programming	Programming	25.00	125.00
5	ETRA4503	ANTENNA 450 PHANTOM ELITE 450-470	60.21	301.05
5	TGB34	L-BRACKET ANTENNA MOUNT - 79784	8.60	43.00
5	RKN4136	IGNITION SWITCH CABLE	37.80	189.00
5	469004	FUSEPLUG, TAPPING MINI-ATM	13.05	65.25
5	MISC INSTALL KIT - MOBI...	MISCELLANEOUS MATERIALS FOR MOBILE INSTALLATIONS	25.00	125.00
10	LAB-ONSITE	Labor to install bus radios	150.00	1,500.00
3	TRAVEL	TRAVEL	95.00	285.00
	End of Group			8,379.30
1	Aerowave Delivery - Technician		0.00	0.00

Total	\$62,939.55
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55 Staff Radios

4 Administrative radios

7 Ear Pieces

1 Base station (office)

5 Bus radios

1 Repeater (100 watt)

Aerowave	\$62,939.55
Two-Way Depot	\$68,170.30
Edona Wireless Consultants, LLC	67,238.00



Board of Trustees

Date of Meeting	
Item Type	

Item Name	
District Goal	
Summary (Purpose / Objective)	
Fiscal Impact	
Administrative Recommendation	

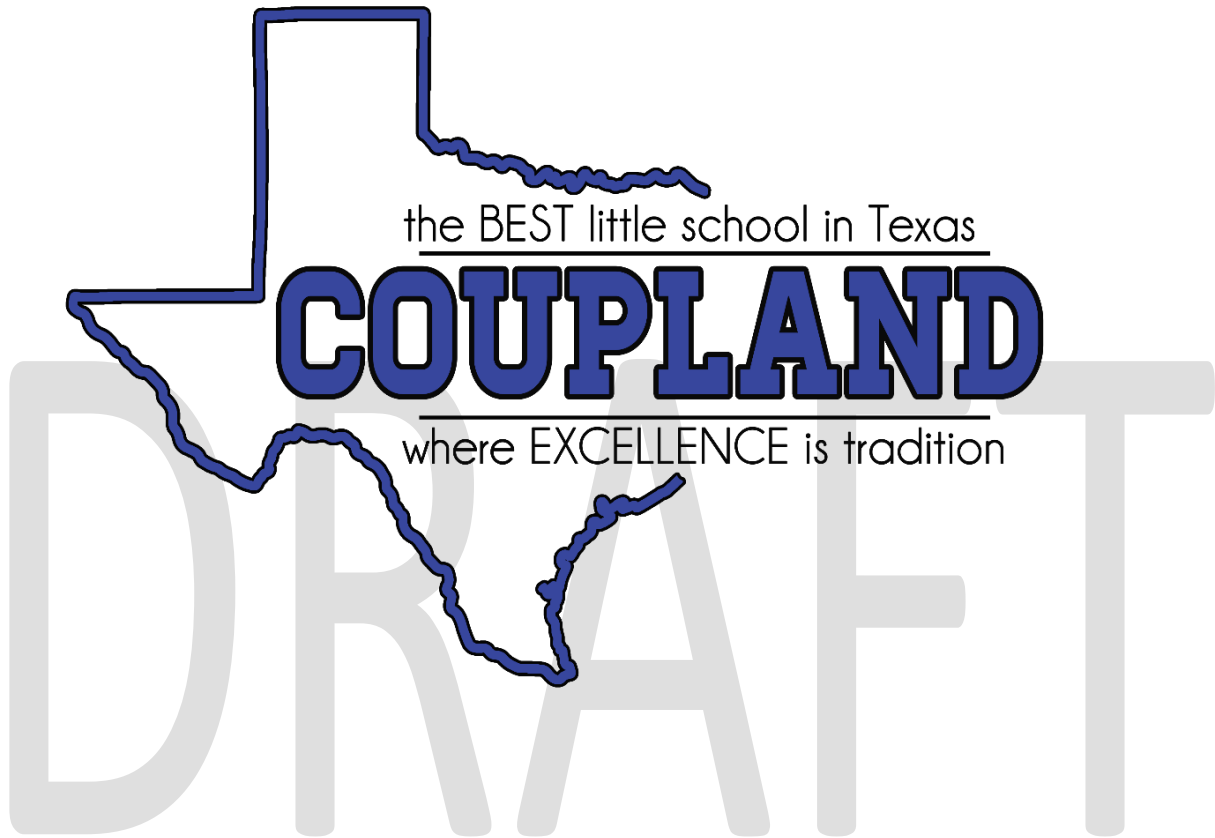
Attachments	
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Contact Person	<input type="text"/>	E-Mail Address	<input type="text"/>
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Coupland I.S.D. Board Operating Procedures

Version 1.04



Coupland I.S.D.

Board Operating Procedures



Coupland I.S.D.

Board Operating Procedures

Version 1.04

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Coupland I.S.D.

Board Operating Procedures

Version 1.04

Introduction

Preamble

It is essential to the smooth and efficient functioning of the District that Board members thoroughly understand and adhere to their proper role which is to govern and oversee the management of the District. Board members may not attempt to exercise individual authority over the District and members' interactions with the Superintendent or staff and must recognize the lack of authority vested in individuals except when explicitly Board authorized. Board members are prohibited from participating in the day to day operations of the school district. The governance framework for Coupland ISD is set forth in Policies BA, BAA, BBB, BBE, BE, BEC, BED, in the Coupland ISD District Policy Book, Coupland ISD Board Code of Conduct and Board Operating Procedures.



Our Mission

In partnership with our families and community, Coupland I.S.D. ensures a safe and respectful environment. Our dedicated and knowledgeable staff motivate students to learn, grow, and achieve personal success. We maintain our tradition of academic excellence and strength of character, upholding the Cowboy Way.

Vision

Coupland I.S.D. instills a foundation of academics and character, empowering all students to achieve excellence.

Beliefs

- Providing an engaging and safe environment where all students have the opportunity to learn and their growth is celebrated.
- Collaborating with families to create a community of support for students.
- Holding high expectations for character and academic excellence.



Coupland I.S.D.

Board Operating Procedures

Version 1.04

Document Purpose

This document will provide procedures that will govern the conduct of the Coupland Board of Trustees. While it is the intent of this document to be a supplement to existing policies, in the case where discrepancies might occur, the District's policies will prevail. The term "Trustee" or "Board Member" may be used interchangeably throughout this document. Both terms are intended to reflect all duties and obligations of the office.

DRAFT



Coupland I.S.D.

Board Operating Procedures

Version 1.04

Board Member Code of Ethics

Equity in attitude

- I will be fair, just and impartial in all my decisions and actions.
- I will accord others the respect I wish for myself.
- I will encourage expressions of different opinions and listen with an open mind to others' ideas.

Trustworthiness in stewardship

- I will be accountable to the public by representing District policies, programs, priorities, and progress accurately.
- I will be responsive to the community by seeking its involvement in District affairs and by communicating its priorities and concerns.
- I will work to ensure prudent and accountable use of District resources.
- I will make no personal promise or take private action that may compromise my performance or my responsibilities.

Honor in conduct

- I will tell the truth.
- I will share my views while working for consensus.
- I will respect the majority decision as the decision of the Board.
- I will base my decisions on fact rather than supposition, opinion, or public favor.

Integrity of character

- I will refuse to surrender judgment to any individual or group at the expense of the District as a whole.
- I will consistently uphold all applicable laws, rules, policies, and board governance procedures.
- I will not disclose information that is confidential by law or that will needlessly harm the District if disclosed.

Commitment to service

- I will diligently prepare for and attend Board meetings.
- I will focus my attention on fulfilling the Board's responsibilities of goal setting, policymaking, and evaluation.
- I will avoid personal involvement in activities the Board has delegated to the Superintendent.
- I will seek continuing education that will enhance my ability to fulfill my duties effectively.

Student centered focus

- I will be continuously guided by what is best for all students of the District.



Coupland I.S.D.

Board Operating Procedures

Version 1.04

Board Code of Conduct

As members of the Coupland Independent School District Board of Trustees, we realize that to be the most effective advocates for children, we, as a Board, must function as a team and at all times treat each other and the people we serve with the utmost courtesy, dignity, respect and professionalism. Trustees should behave in a manner that reflects positively on themselves and the school district. Should we, for whatever reason, fail to follow these guidelines, we ask that our fellow Board members call it to our attention. Should that occur, we pledge to accept the feedback without anger or retribution, and to renew our efforts to follow this Code of Conduct and Board Operating Procedures. We shall promote the best interests of the school district as a whole, and, to that end, we shall adhere to the following educational and ethical standards.

- **We / I** will bring about desired changes through legal and ethical procedures, upholding and enforcing all laws, administrative rules and regulations, court orders pertaining to schools, and district policies and procedures.
- **We / I** will make decisions in terms of the educational welfare of all children in the District, regardless of ability, race, creed, sex, national origin, disability or social standing. All decisions will place the needs of children first.
- **We / I** will recognize that the Board must make decisions as a whole, as a body corporate, and make no personal promise or take private action that may compromise the role and integrity of the Board. All Board action must take place in an official Board meeting.
- **We / I** will focus Board action on policy making, goal setting, planning, and evaluation as outlined in Board policy and state law.
- **We / I** will vote to appoint the best qualified personnel available after due consideration of the recommendation by the Superintendent. We/I will expect yearly evaluations of all staff by the appropriate personnel.
- **We / I** recognize that the role of the Board is to govern and oversee the management of the District. I will delegate authority to the Superintendent for the day to day operations of the district.
- **We / I** will hold confidential all matters that if disclosed, may have a negative impact on the District. I will respect the confidentiality of information that is privileged under applicable law, including closed session discussions.
- To the extent possible, **We / I** will attend all regularly scheduled and specially set Board meetings, arrive on time, and will be informed of the issues to be considered at the meetings. **We / I** will assist in making policy decisions only after full discussion at publicly held Board meetings, and will render all decisions based on available facts, and I refuse to surrender judgment to individuals or special groups.
- **We / I** will refrain from using our Board position for personal or partisan gain.
- **We / I** will disagree in an agreeable manner. I will not hold grudges or question other Board members' ethics or motives as to their vote or views on issues in public.



Coupland I.S.D. Board Operating Procedures

Version 1.04

- **We / I** will be firm, fair, just and impartial in all decisions and actions.
- **We / I** will respect the majority decision as the decision of the Board.
- **We / I** will not step outside my role to govern and oversee the management of the
- **We / I** will encourage the free expression of opinion by all Board members. I will make a good faith effort to understand and accommodate the views of others.
- **We / I** recognize the appropriate channels to refer complaints to the Superintendent and will do so.
- **We / I** will seek communication between the Board, students, staff, and the community at Board meetings, as required.
- If a member of the public expresses concerns, **We / I** will communicate to fellow Board members and the Superintendent at appropriate times.
- **We / I** will not withhold District information from other Board members.
- **We / I** will become informed about current educational issues and seek continuing education opportunities, such as those sponsored by state and national school Board associations.
- **We / I** will disseminate pertinent information gathered at training workshops and conventions with the Superintendent and fellow Board members.
- **We / I** will make sure that persons addressing the Board follow established policy guidelines.
- **We / I** will make sure that persons addressing the Board do so in a professional manner.
- **We / I** will ensure that all Board members are given an opportunity to reflect their views and will work toward building consensus among all Board members.



Coupland I.S.D.

Board Operating Procedures

Version 1.04

Board Meeting Agenda

Any time four or more Board members are gathered together to discuss school business; it is considered a meeting. The Coupland ISD Board of Trustees meets regularly on the second Thursday of every month.

Regular Meeting Agenda

This section will describe the board meeting structure as typical for a regular meeting.

CALL TO ORDER / Establish a Quorum

PUBLIC COMMENTS

ACTION ITEMS:

1. Monthly Action Items:
 - a. Approve the minutes for the previous Board meeting(s) (Regular and/or Special)
 - b. Approve the bills and financial reports
 - c. Amend budget as recommended
2. Consider approval of additional action items as needed:
 - a. Items on Annual Calendar of Board Agenda
 - b. Goals added to appraisal/goals clarified for appraisal
 - c. Directives to the Superintendent
 - d. Discuss items to be placed on next agenda
 - e. TASB Policy updates

DISCUSSION ITEMS:

1. Items which require discussion, but no action during the monthly meeting

SUPERINTENDENT'S REPORT:

1. Enrollment report
2. Report on progress for Superintendent goals and/or summer projects as relevant
3. Report on monthly activities (completed and planned)

EXECUTIVE SESSION:

As determined by the Board of Trustees, there may be an executive session pursuant to the Texas Open meetings Act (Texas Gov't Code 551.00) to discuss items relating to personnel (Texas Gov't Code 551.074), student discipline (Texas Gov't Code 551.082(1)), attorney consultation (Texas Gov't Code 551.071) and/or the purchase, exchange, lease or value of real property (Texas Gov't Code 551.072). Any action will be taken in a public session.

An Executive Session - may occur at any time during the meeting as permitted under the Open Meetings Act. The list of topics below are some, but not an exhaustive list, of items that would be considered in an executive session.

- Personnel - hiring of contractual personnel, resignations, contract terminations/non-renewals, issues,



Coupland I.S.D.

Board Operating Procedures

Version 1.04

etc.

- Superintendent's appraisal, goals, directives, contract, compensation, etc.

ACTION ITEMS: *(Action Items post executive session are items that must be discussed in executive session. All actions must be taken in an open session.)*

1. Consider resignations/appointments of faculty & staff
2. Consider additions to substitute list
3. Consider Superintendent contract

ADJOURNMENT

This agenda is posted on the day of Month, Year at 12:00 p.m. on the front door of the school building and on the school district website.

Special Meetings

The Board President shall call special meetings at the Board President's discretion or on request by two members of the Board.

The Board President shall call an emergency meeting when it is determined by the Board President or two members of the Board that an emergency or urgent public necessity, as defined by law, warrants the meeting.

Further details regarding special meetings and the laws governing these, see Coupland ISD Board Policy BE (Legal and Local).

Annual Calendar of Board Agenda Items

The table below provides a list of items which will generally appear on the agenda during the month specified. Due to a variety of factors, items may not always fall in the month listed.

Month	Action Items	Reports/Information/Discussion Items
September	<ul style="list-style-type: none"> ● Class Size Waivers (if necessary) ● Approval of District/Campus Improvement Plan ● Approve Bastrop & Williamson County Adjunct Faculty Agreements 	<ul style="list-style-type: none"> ● Procedures for dismissal of school due to weather conditions ● Beginning School Enrollment Report ● Free & Reduced Lunch Information
October	<ul style="list-style-type: none"> ● Approval of tax roll resolution Williamson County and Travis County Appraisal Districts ● Set Board meeting for canvassing election return (even years only) ● Announcement of Board Continuing Education hours 	<ul style="list-style-type: none"> ● Staff Appreciation Event Planning ● Plan annual Team of 8 training



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Month	Action Items	Reports/Information/Discussion Items
November	<ul style="list-style-type: none"> Induct new Board members Board Reorganization Canvass Ballots for trustee election (Oath of Office) HB 3033 Business days Public Hearing - FIRST 	<ul style="list-style-type: none"> Fall ADA Report October special population enrollment: bilingual/ESL students Canvas ballots for trustee/special election (special meeting) Oath of Office (Even years only) Public Hearing – FIRST Financial Rating Workshop Provide new board member(s) with local orientation Plan for Superintendent Evaluation and set evaluation date
December	<ul style="list-style-type: none"> Review of Board Operating Procedures Annual Financial Audit report for Prior Year (PY) 	<ul style="list-style-type: none"> Consider budget plan / timeline Staff Appreciation Event Executive session Superintendent's mid-year (Formative) review Superintendent delivers self-evaluation and required evaluation reports
January	<ul style="list-style-type: none"> Approve audit firm for upcoming year Consider budget plan / timeline Commit Fund Balance Public Hearing - TAPR Superintendent Annual (Summative) Evaluation Superintendent Contract Consideration 	<ul style="list-style-type: none"> Superintendent's evaluation form approved if changes needed Begin District Goal Setting Determine/plan summer projects Set Superintendent Goals for the following year
February	<ul style="list-style-type: none"> Adopt School Calendar for next school year Approve audit firm for upcoming year Determine/plan summer projects Establish District Goals 	<ul style="list-style-type: none"> Proposed School Calendar Discipline Report Board Self-Evaluation Continue District Goal Setting
March	<ul style="list-style-type: none"> Teacher Contract Renewals Finalize district goals Establish district goals 	<ul style="list-style-type: none"> Review of Technology Plan Updates Set calendar for end of year activities/graduation Board Self-Evaluation
April	<ul style="list-style-type: none"> Approve summer projects IMA & TEKS Certification Board Self-Evaluation Review compensation/benefits package 	<ul style="list-style-type: none"> Review compensation/benefits package ESL & Summer School Plan Initial Budget Workshop – School Finance Receive Preliminary Values Plan Team of 8 training



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May	<ul style="list-style-type: none"> Bank Depository Bids (every other year) Approval of summer projects 	<ul style="list-style-type: none"> Begin Budget Planning Review professional development report Review District/Campus Improvement Plan
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Month	Action Items	Reports/Information/Discussion Items
June	<ul style="list-style-type: none"> Superintendent Annual (Formative) Evaluation Superintendent Contract Consideration Cafeteria Services Report and Prices for the next year Intent to Apply for ESSA/Grant Funds MOU for DAEP 	<ul style="list-style-type: none"> Budget Workshop – DRAFT 2025-2026 Budget Consider new or modified programs for upcoming school year Executive session Superintendent's mid-year (Formative) review Review Employee/Staff Handbook Draft Review Student Handbook & Code of Conduct Draft
July	<ul style="list-style-type: none"> Approve Code of Conduct Approve Employee Handbook Order Trustee election and approve contract for election services (Even years only) Establish Trustee Election Dates (Even years only) 	<ul style="list-style-type: none"> Budget Workshop – Preliminary 2025-2026 Budget Consider TASB attendance at TASB Conference in September Select TASB Delegate and Alternate Receive Certified Values (7/25)
August	<ul style="list-style-type: none"> Approve Proposed 2025-2026 Budget Amend budget for previous year Accept certification of appraisal roll for the certified taxable value Approval of clubs for extra-curricular absence purposes Approve district teacher appraisal calendar Set the Tax Rate (Special Board Meeting) Budget Hearing (Special Board Meeting) 	<ul style="list-style-type: none"> Review Multi-Hazard Emergency Operations Plan



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Developing the Meeting Agenda

The following guidelines clarify how the Agenda is set and how a Board Member may place an item on the agenda.

1. The Superintendent in consultation with the Board President, on the Thursday prior to the following Thursday's Board Meeting, prepares the meeting agenda. The agenda is finalized, approved by the Board President and sent to the Board on the Friday prior to the Thursday meeting.
2. Board members may request an item for inclusion on the agenda. Requests may be made through the Superintendent or the Board President. The deadline for submitting agenda items is the seventh calendar day before regular meetings and the fifth calendar day before special meetings. (Procedure BE (Local)).
3. The Superintendent and Board President shall include on the agenda, all Board members requested agenda items that have been timely submitted, and submitted in accordance with the Board Operating Procedures.
4. The Board President shall not have authority to remove from the agenda a subject requested by a Board member without that Board member's specific authorization.
5. In accordance with the Texas Open Meetings Act, no item can be placed on the agenda less than 72 hours in advance of the meeting, except in an emergency as defined by law.

Items that cannot be on the Agenda

1. All personnel issues must be conducted in a Closed Session unless specifically required by Texas Open Meeting Law.
2. Anything that violates right to privacy, (i.e. Texas Open Meeting Act, Texas Open Records Act, cannot be placed on the agenda.

Use of Consent Agenda

A Consent Agenda shall include items of a routine and/or recurring nature grouped together under one Action Item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote. While a consent agenda is allowable under policy, Coupland ISD has chosen not to use consent agendas.

Consent items may include:

- All routine items
- Annual renewals of Region 13, Shared Service Agreements, and TEA matters
- Budget amendments
- Tax refunds over \$500
- Gifts, donations and bequests
- Financial information
- Minutes of Regular and Special Board meetings
- Updates of Board policy



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- Routine personnel items
- Routine bid considerations
- Items recommended by the Superintendent

Board Meeting Protocol

Any time four or more Board members are gathered and discuss Board business, it is considered a meeting.

Board members shall adhere to the Board Code of Conduct, at all times, in addition to the following procedures.

Board Member Meeting Conduct

1. Board members will follow the Board-approved code of ethics included in this procedural document in and out of the Board meetings.
2. Board members will comply with all legal and local policy regarding the execution of Board meetings.
3. Board members will maintain professional and courteous behavior throughout the meeting even during emotionally charged discussions over complex issues.
 - a. Board members will demonstrate respect to fellow Board members and public participants through the following behavior:
 - b. Turn off or silence cell phones during the meeting.
 - c. Address each other, staff, and public with respect.
 - d. Speak after being acknowledged by the Board president.
 - e. Support hearing the voice of all Board members on each agenda item that is being discussed and refrain from dominating the conversation.
 - f. Refrain from condescending or critical comments to members of the staff, public or Board.
 - g. Focus on issues; not people or personalities.
 - h. Courteously accept other viewpoints and Board votes, which were not supported by self.
 - i. Seek solutions and reasonable compromises or consensus when there are differences of opinions.
 - j. Make decisions in the context of what is best for all students in the district.
 - k. Avoid immediate decisions and votes when the issue calls for more discussion, understanding, and a more in-depth approach or solution to the issue (except in emergency situations).
 - l. Be willing to publicly apologize to staff, patrons, or Board members if behavior is inappropriate or disruptive to the progress of the meeting.
 - m. Always attempt to have dialogue (multiple perspectives) rather than simple discussions (yes or no answers).
4. Board shall observe the parliamentary guidelines in Robert's Rules of Order or Established Policy or Practice.
5. Discussion of Motions:
 - a. All discussions shall be directed solely to the business currently under deliberation.
 - b. The Board President has the responsibility to keep the discussion to the motion at hand and shall halt discussions that do not apply to the business currently before the Board.



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6. The Superintendent and staff shall provide adequate information to the Board on a timely basis for agenda items requiring Board action.
7. Each Board member shall review the Board packet of information and be prepared for each Board Meeting.
8. Any Board member may request that an agenda item be tabled until the next meeting in order that the Board may receive additional information or have time to consider important items for Board action.

Patrons Addressing the Board (i.e. Public Comments)

For details on public participation in Board meetings, see BED (Legal and Local). General rules may be found below:

1. Audience participation at Board meetings is limited to the portion of the meeting designated as Public Comments. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless recognized by the presiding officer.
2. The Board President will explain the process and rules for participating in Public Comments prior to recognizing the first speaker.
3. At regular meetings the Board shall allot a total of 30 minutes to hear persons who desire to make comments to the Board.
4. Persons who wish to participate in the Public Comments shall sign up with the presiding officer or designee before the meeting begins and shall indicate the topic about which they wish to speak.
5. No presentation shall exceed three minutes. However, depending on the circumstances, the presiding officer may alter the minutes of the speaker.

Board Response to Patrons Addressing the Board

1. Board members can hear comments.
2. The presiding officer or designee may determine whether a person addressing the Board has attempted to solve a matter administratively through resolutions channels established by policy. If not, the person shall be referred to the appropriate policy (list below) to seek resolution:
 - a. Employee complaints: DGBA
 - b. Student or Parent complaints: FNG
 - c. Public complaints: GF
3. The Superintendent may investigate item(s) and report back to the Board.
4. Board members cannot respond or enter into discussion with the audience during the meeting as:
 - a. Items on the Agenda will be discussed as appropriate and scheduled on the agenda.
 - b. Items not on the Agenda do not permit Board members to respond or discuss.
 - c. Board President may exercise discretion in allowing patron comments to exceed 3 minutes or to extend the 30 minute time allotted for Public Comments.
5. Discussion of Employee/Student Issues
 - a. The Board will not allow complaints regarding individual personnel in Public Comments, unless required by law.



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- b. The Board will not allow complaints regarding individual students in Public Comments, unless required by law.

Voting

1. The Board shall provide the Superintendent an opportunity to present at a meeting an oral or written recommendation to the Board on any item that is voted on by the Board at the meeting (TEC 11.051).
2. The Board President has the right to discuss, make motions and resolutions, and vote on all matters coming before the Board (BDAA local).
3. In the case of a tie; motion is defeated.
4. All Board members will vote on all action items. A member should not abstain from voting except in the case of a conflict of interest.
5. All votes, including, dissenting and abstaining votes, shall be recorded in the minutes of the Board meeting.
6. In the case of a less than unanimous vote; Board members will support the majority decision and go forward in harmony regardless of how they may vote as an individual Board member.

Meeting Preparation

1. Board members shall come to meetings prepared having read the agenda packet material.
2. Clarifying questions should be addressed to the Superintendent in advance of the meeting and as early as possible in order to allow the Superintendent sufficient time to respond accurately and/or prepare clarifying information if needed.

Hearings

1. During a hearing, the Board is assembled to gather input only and not render a decision. All decisions must be made in open session.
2. The Board will not answer questions or enter into two-way dialogue during a hearing.
3. If a Board member wishes to question the school attorney, he/she will make a request to the Board President before the meeting for that purpose.
4. After the presentation of information by the person bringing the complaint and by the administration, the Board President shall ask the Board if there is any reason to recess. Should a Board member have questions that he/she desires to be asked of one of the presenters, then the Board member shall request that the President recess the meeting. During the recess, the questions to be asked shall be generated and shall be asked to the appropriate party by the Board President upon reconvening of the hearing.



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Individual Board Member Request for Information or Report

1. When acting in his or her official capacity, an individual Board member has the right of access to all documents and records of the District, subject to the responsibility to comply with confidentiality requirements. This right does not extend to confidential student records.
2. Board members will request information, or seek access to records, or request copies of records through the Superintendent.
3. Individual members shall not direct or require District employees to prepare reports derived from an analysis of information in existing District records or to create a new record compiled from information in existing District records. Directives to the Superintendent regarding the preparation of reports shall only be made after discussion and vote in a Board meeting held in compliance with the Open Meetings Act.
4. Written information/reports will be disseminated through the Superintendent's office and shared with all Board members.

Citizen Request / Complaint to Individual Board Members

The Board recognizes that, as elected officials, they will receive requests and complaints from the public; therefore, strict adherence to this procedure is required.

1. The Board member, who is presented with a request or complaint outside the Board meeting, will refer the citizen to the appropriate person/chain of command in the District.
2. The Board member shall not become individually and personally involved in the request/complaint.
3. The Board member must remind the citizen of their role; as a Board member, they must remain impartial in the event the situation comes before the Board.
4. The Board member shall notify the Superintendent as soon as possible of the request/ complaint.
5. The Board member shall notify the Board President if the request or complaint involved activity that is serious enough to warrant the Superintendent's review. For example, such matters might include, but not be limited to, harassment, discrimination, illegal activities, or fear of retaliation for discussion of a situation.
6. The Coupland ISD Board of Trustees and Superintendent encourage input; however, anonymous calls or letters that imply danger to the District or individual students shall be reported to the Superintendent immediately.
7. A signed letter will be forwarded to the Superintendent who will send acknowledgment to the originator of the letter. The Superintendent will ensure that the citizen is contacted in a timely manner. The Superintendent will respond and address the request/concern and notify Board members of the disposition of the complaint.
8. The Board of Trustees encourages input, however, anonymous communications will not receive action by the Board or the Superintendent. Exception to this would be communications containing a clear and present threat to safety of persons or property.



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Employee Request / Complaint to Individual Board Members

The Board recognizes that, as elected officials, they will receive requests and complaints from employees; therefore, strict adherence to this procedure is required.

1. The Board member shall refer the employee request or complaint to the appropriate person/chain of command in the District.
2. The Board member shall not become individually and personally involved in the request/complaint.
3. The Board member must remind the employee of their role: as a Board member, they must remain impartial in the event the situation comes before the Board.
4. The Board member shall notify the Superintendent as soon as possible of the request/ complaint.
5. The Superintendent will ensure that the employee's request/concern is addressed in a timely manner. Board members will be notified in a timely manner as well.

Communications

Board / Superintendent Communications

1. The Superintendent will communicate regularly with all Board members via emails, voice mail, telephone, text messages, etc.
2. The Superintendent will meet with the Board President as needed to discuss issues of the district.
3. If a Board member has a concern about any aspect of the Superintendent's duties or performance, he/she should go to the Superintendent and discuss the problem in person.
4. Individual Board members cannot speak in an official capacity for the Board outside the Board room, unless otherwise authorized by the Board.
5. Board members will communicate through email or in any other medium with each other only in a manner that is in compliance with the Texas Open Meetings Act.
6. The Superintendent will communicate information in a timely fashion to all Board members as circumstances require.

Communication among Trustees

1. Board members are free to communicate with each other on a one on one basis, but will not communicate with each other in a manner that either explicitly or implicitly could be deemed to be a violation of the Texas Open Meetings Act.
2. Communications should not be sent from one trustee to more than two other trustees, even if no reply is requested, expected, or received.
3. Trustees who have received messages should not forward them if the result is that a quorum of trustees receives the message.
4. If a trustee wishes to provide information to the entire board, the information should first be submitted to the Superintendent, who should then provide the information to the entire board.



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Communication with Legal Counsel

1. The Board authorizes the Superintendent and/or the Board President to contact legal counsel on behalf of the District.
2. Board members are authorized to contact legal counsel on behalf of the District only after receiving Board President or Superintendent's approval to do so.

Communication with the Public

1. The Board will communicate with its community through public hearings, regular Board meetings, and community publications.
2. An individual Board member, when speaking outside of the Board room, may state his/her opinion provided that the Board Member emphasizes that the opinion being expressed is his/her own and NOT the opinion of the Board.
3. Board members will not disclose information that is confidential by law or that will needlessly harm the District if disclosed.
4. At the time Board members are provided access to confidential records or to reports compiled from such records, the Superintendent or other District employee shall advise them of their responsibility to comply with confidentiality requirements.

Board / District Staff Communication

1. Board members have the right to communicate with district employees in personal conversation and social settings, as long as such communication does not circumvent the role and authority of the Superintendent.
2. Circumvention occurs when the trustee's intent is to persuade employees, direct employees, elicit a position from employees, or obtain information from employees without the Superintendent's knowledge and consent.

Media Inquiries to the Board or Board Member

1. Board members should direct media calls to the Superintendent and then notify the Board President of the call.
2. Individual statements and responses by Board members are only individual statements and not representative of the entire Board. Any individual Board member making statements to the press, will emphasize they are not speaking for the Board.
3. The Board President shall be the official spokesperson for the Board to the media regarding Board matters should it be necessary.



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Evaluation of the Superintendent

1. The Superintendent and Board shall function as a "Team of Eight".
2. Board members will receive training on a locally developed process for the Superintendent's performance evaluation.
3. A summative (annual) evaluation will be conducted in June and formative evaluation will be conducted in December, unless the Superintendent has been employed for 15 months or less.
4. Each Board member will complete and bring to the designated evaluation meeting, the approved appraisal instrument.
5. Evaluation of the Superintendent will be conducted in executive session unless the Superintendent requests the evaluation be done in open session. Ratings and comments on the Superintendent's evaluation will be determined by Board consensus.
6. The Board will review the evaluation instrument at a meeting after the evaluation or at the evaluation to prepare it for the next evaluation cycle. Changes to the evaluation instrument, other than the listing of the new goals, should be approved by the Board.

Evaluation of the Board

1. The Superintendent and Board shall function as a "Team of Eight".
2. A formal self-evaluation of the Board shall be conducted annually using an instrument approved by the Board.
3. The formal self-evaluation will be conducted every April. The following questions will be deliberated.
 - a) Is the Board following Board Operating Procedures?
 - b) Is the "Team of Eight" functioning appropriately and effectively?
 - c) Were the goals set effective and were they accomplished?
4. The evaluation will be used to determine team-building training needs and such training will be conducted annually.
5. As deemed necessary, the Board shall utilize Closed Session under Texas Government Code 551.074 to evaluate and discuss the roles and responsibilities of Board members as allowed by law.
6. As deemed necessary, the Board shall utilize Closed Session under Texas Government Code 551.074 to hear complaints about public officials as allowed by law.
7. Board members may request that a discussion of the performance of the Board as a body corporate or the performance of individual Board members be placed on a properly posted agenda for discussion and possible action.
8. The Board may develop, as it deems appropriate, discussion items that address governance issues, Board policy issues and Board Member Code of Ethics, Board Code of Conduct, and Board Operating Procedures.



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Criteria and Procedure for Selecting Board Officers

1. Board Officers preferably have at least one year's experience as a Board member.
2. Officer elections will be held at the first regular meeting following the November Trustee Election. Board officer elections will be posted on the agenda and will be facilitated by the current Board President.
3. Election of officers will be conducted according to the policy Officers and Official Duties and Requirements of Board Officers (BDAAA Legal and Local). Board Officers are: President, Vice President, and Secretary.

President

1. Presides over all Board meetings unless unable to attend.
2. Creates committees as needed, for special projects, etc.
3. Has authority to call Special Meetings.
4. Signs all legal documents required by law.
5. Requests to the Superintendent from the Board President will be distributed to all Board members.
6. Along with the Superintendent, sets the Board agendas.
7. Has the right to discuss, make motions and resolutions, and vote on all matters coming before the board.
8. Appoint all Board committees after consultation with the Board (Board sub-committees, or committees that report to the Board) unless otherwise provided by policy or Board consensus.
9. Shall attend and fulfill all required training for Board Presidents.
10. Ensures the Board adheres to Robert's Rules of Order.

Vice President

1. Acts in the capacity of the President, in his or her absence.
2. Becomes President only upon being elected to the position.

Secretary

1. Keeps, or causes to be kept, an accurate record of the proceedings of Board meetings.
2. Ensures that notices of Board meetings are posted and sent as required by law.
3. Acts in the role of President in the absence of the President and Vice President.
4. Signs or countersigns as directed by action of the Board.

Office Vacancy

1. Vice-President shall fill a vacancy in the Presidency and a new Vice President shall be elected.
2. Vacancy among officers of the Board, other than that of the President, shall be filled by a majority action by the Board.



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Criteria for Selecting the Board President and Vice President

The role of the president is to bring focus to Board discussion and facilitate Board decision-making. To be effective, the president cannot use the office of president to foster his/her own agenda. To do so creates disharmony and mistrust. The president must believe that reasoned, thoughtful, data-driven discussion will bring about the best decisions, even if he/she may not personally agree with the decision. In addition to being a Board Member, the president must remove him/herself from the fray of the discussion and work constantly to bring the Board together as a team and seek a consensus position everyone can live with. To accomplish these objectives, a president must:

- Be a consensus builder
 - not take sides
 - get people to compromise
 - insist that decisions be “data driven” rather than “I think”
- Be strong
 - control meetings
 - be able to live with criticism
 - be willing to take unpopular stands
- Listen (but not necessarily accept, believe, or act on everything he/she hears)
- Be trustworthy
 - dependable (do what he/she promises to do)
 - open (no hidden agendas) honest (always ethical and truthful)
 - work effectively with the Superintendent
 - Be secure (i.e. does not “need” to be president)

A person should be selected to be president because he/she has the skills and values described above, not because it is his/her “turn.” Some people can be excellent Board Members but are simply not suited to be president.

Role and Authority of Board Members and/or Board Officers

1. Roles and authorities are set by state statute.
2. No Board member or officer has authority outside of the board meeting unless otherwise delegated by the Board.
3. Board members will not individually undertake to observe the performance of employees, including classroom teachers, for the purposes of “evaluating” a teacher’s performance.
4. Board members will not reprimand or provide direction to staff. Directives to the Superintendent shall be in the confines of a duly called Board meeting.
5. Board members will not attempt to exert pressure or influence on the staff in order to coerce them into making particular recommendations or decisions.
6. Board members will not individually conduct interviews with prospective employees.
7. Board members will not give unsolicited recommendations for candidates for jobs throughout the district.



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8. Board members will not direct personnel to consider vendors other than those recommended through the competitive bidding or proposal process.
9. No Board member shall direct employees in regard to their performance of their duties.
10. Board members as individuals shall not exercise authority over other Board members, the District, or its property.
11. The Board supervises and evaluates the Superintendent.

Role of the Board in Executive (Closed) Session

1. Agenda Posting for Executive Sessions - The posted agenda will list the topics to be discussed in the Executive Session.
2. Enter Executive Session - The Board may enter into Executive Session after the following requirements have been met:
 - a. The Board has first been convened in Open Session for which notice has been given.
 - b. The presiding officer has publicly announced in Open Session that an Executive Session will be held.
 - c. The presiding officer has identified the section or sections of Chapter 551, Texas Government Code, which authorize the holding of such Closed or Executive Session.
 - d. The presiding officer has publicly announced that no final action, decision, or vote will be taken by the Board while in Executive Session.
3. Matters Under Discussion - Executive Sessions are authorized for the following purposes:
 - a. For a private consultation with the Board's attorney with respect to pending or contemplated litigation, settlement offers, and matters where the attorney's duty to the Board, pursuant to the Code of Professional Responsibility of the State Bar of Texas, clearly conflicts with the provisions of the Open Meetings Act (to be identified as Legal Matters in the Notice).
 - b. To discuss the purchase, exchange, lease, or value of real property and negotiated contracts for prospective gifts or donations (to be identified as Real Estate/Donations in the Notice).
 - c. To consider the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee, unless such officer or employee requests a public hearing (to be identified as Personnel in the Notice).
 - d. To consider discipline of a public school child or children unless an open hearing is requested in writing by a parent or guardian of the child (to be identified as Hearings in the Notice).
 - e. To deliberate regarding the standards, guidelines, terms or conditions the Board will follow, or instruct its representatives, to follow, in consultation with representatives of employee groups, under consultation agreements formerly provided for by Section 13.90 I of the Texas Education Code.
 - f. To discuss any other item authorized by law to be considered in the Executive Session.
4. Actions, Decisions or Votes - No final action, decision, or vote shall be taken while the Board is in Executive Session. The presiding officer shall so state prior to entering into Executive Session. The Board shall reconvene the Open Session after an Executive Session, prior to adjourning the meeting.
5. Record of Items Discussed in Executive Session - The record of Executive Session proceedings shall be provided for review by every Board member present, prior to sealing.
6. Neither the Trustees nor the Superintendent shall disclose, to the public or their own family members, confidential information discussed in executive session.



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Required Board Member Training

1. Board members are required to complete training as specified in Texas Education Code §11.159 and Policy BBD according to assessed needs.
2. New Board members shall participate in a local orientation session within 60 days before or after their election or appointment. Three (3) additional hours or orientation to the Texas Education Code are to be completed within the first year of service.
3. New Board members shall also complete ten (10) hours of continuing education during the first year of service.
4. Sitting Board members shall receive three (3) hours of orientation to the Texas Education Code and relevant legal obligations and at least (5) hours of continuing education each year following the first year.
5. As soon as possible after the November election, the entire Board along with the Superintendent shall annually participate in at least three (3) hours of team building training, facilitated by a registered provider.

Continuing Education

School board members should attend conferences to stay updated on current educational trends, best practices, new technologies, and emerging challenges in the field, allowing them to make informed decisions that best support student learning within their district while also providing opportunities to network with other educators and learn from their experiences. The Board, or a delegation within the Board, shall attend at least two school board conferences per year.

Key reasons for school board members to attend conferences:

1. **Knowledge acquisition:** Gaining insight into innovative teaching methods, curriculum development, student assessment strategies, and special education needs to ensure their district is providing high-quality education.
2. **Policy development:** Understanding the latest research and policy discussions to inform decisions on budget allocation, program implementation, and district-wide initiatives.
3. **Networking opportunities:** Connecting with other school board members, administrators, teachers, and community leaders to share ideas, best practices, and potential solutions to challenges.
4. **Professional development:** Enhancing their understanding of complex educational issues, leadership skills, and effective communication strategies.
5. **Community awareness:** Bringing back knowledge about current trends in education to inform community members and stakeholders about the district's direction.
6. **Staying ahead of the curve:** Proactively identifying potential issues and opportunities in the educational landscape to ensure their district remains competitive.



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District Goal Setting

1. A goal setting workshop will be conducted annually to develop long and short term plans for the District.
2. Superintendent's priorities will be based on goals each year.

Board Members as Parents

While Board members have no authority over staff members, it is often difficult for staff members to view the Board member as a parent rather than as a Board member.

1. Board members have the same rights as other parents to communicate with district employees regarding issues involving their own children.
2. Board members are encouraged to make it clear that they are acting as parents.
3. Board members shall follow the same rules and guidelines for all parents regarding campus visits.
4. Board members should not request nor accept extraordinary consideration for their children.

Board Members as School Support Organization Members/Officers

1. Board members may join and support all school support organization activities.
2. Care must be exercised to ensure opinions expressed during school support organization meetings are clearly identified as personal opinions and not as a representation of the Board.
3. Board members may NOT act in their official Board member capacity during any school support



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organization, school support organization Board meetings, or school support organization sponsored activity.

4. Board members may serve as an officer (excluding the treasurer position) in the school support organization, but no more than two Board members should serve on the organization's board simultaneously in order to prevent any speculation that the Open Meetings Act has been violated.

Reimbursable Expenses

1. Board members shall be reimbursed for reasonable expenses for the following items:
 - a. Carrying out the business of the Board at the Board's request.
 - b. Attending meetings and conferences as official representatives of the Board.
 - c. Mileage, commercial transportation, parking, lodging, meals and other incidental expenses.
2. Board members shall not be reimbursed for the following items:
 - a. Expenses of family members who travel with Board members
 - b. Alcoholic beverages
 - c. Memberships to join organizations other than TASB unless approved by the Board
3. Any Board member traveling for the District for the specific purposes of representation, presentation, and advocacy, collaboration with other districts, information, or critical role in a meeting should put their requests in writing to the superintendent and the Board president for review. If District funds are needed to support the travel, the Superintendent and the Board President can approve the travel or they may choose to present the request to the Board at a scheduled meeting.
4. Total reimbursement for each Board member shall not exceed \$500 per budget year.

Campaigning for Election or Re-Election

1. Board incumbents running for re-election shall not request or accept support from District employees during work time.
2. Board incumbents running for re-election shall not utilize District equipment or materials for campaign purposes.

Violations and Sanctions

1. Upon inclusion on the agenda and public posting in accordance with the law, the Board may convene in Executive Session to discuss a violation of the Board Operating Procedures, or other Board policies, so long as the deliberation is confined to the duties, discipline or complaint against a Board member.
2. The Board member may request that the deliberation be conducted in Open Session.
3. As a consequence of these deliberations, the Board may elect to take no action, or may reconvene in Open Session and vote to:
 - (1) Publicly reprimand the Board member
 - (2) Recommend additional training for the Board member
 - (3) Authorize the Board President to remove the Board member from leadership positions in



Coupland I.S.D.

Board Operating Procedures

Version 1.04

the District. Leadership positions include Board officer positions and membership on any district or campus level committee. The Board may utilize any or all of these sanctions as allowed by this section.

4. Nothing provided herein shall be construed to alter, modify or limit in any way the rights of school district personnel and members of the public to file complaints against the Board or Board members under applicable Board policies.

Board Review of Code of Ethics and Board Operating Procedures

1. The Board will annually review the Board Code of Ethics and Operating Procedures.
2. Each new Board member will be given a copy of the Board Code of Ethics and Operating Procedures prior to or at the new Board member's first Board meeting.
3. Outgoing Board members will be reminded of the prohibition of employment with the district, including substitute teaching, for a period of one calendar year from the date of leaving office.

Procedures for Board Members Visiting Campuses

1. Board members will complete the proper background check paperwork.
2. Board members will check-in with the Superintendent.
3. Board members, when possible, are encouraged to attend school events and activities.



Board of Trustees

Date of Meeting	
Item Type	

Item Name	
District Goal	
Summary (Purpose / Objective)	
Fiscal Impact	
Administrative Recommendation	

Attachments	
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Contact Person	<input type="text"/>	E-Mail Address	<input type="text"/>
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HB3 - BOARD GOALS

3RD GRADE EARLY CHILDHOOD LITERACY & 3RD GRADE MATH

3RD GRADE MATH

Early Childhood Math Board Outcome Goal

The percent of 3rd grade students that score meets grade level or above on STAAR Math will increase from 32% June 2024 to 45% by June 2029.

Yearly Target Goals

2025	2026	2027	2028	2029
35%	37%	40%	43%	45%

Closing the Gaps Student Groups Yearly Targets

	African American	Hispanic	White	American Indian	Asian	Pacific Islander	Two or More Races	Eco. Disadv.	Emergent Bilingual	Special Ed	Special Ed (Former)	Cont. Enrolled	Non-Cont. Enrolled
2024	xx%	20%	63%	xx%	xx%	xx%	xx%	20%	15%	14%	xx%	42%	11%
2025	xx%	23%	65%	xx%	xx%	xx%	xx%	23%	18%	17%	xx%	45%	13%
2026	xx%	25%	67%	xx%	xx%	xx%	xx%	25%	20%	19%	xx%	47%	16%
2027	xx%	28%	70%	xx%	xx%	xx%	xx%	28%	23%	22%	xx%	50%	18%
2028	xx%	30%	72%	xx%	xx%	xx%	xx%	30%	25%	25%	xx%	52%	20%
2029	xx%	33%	74%	xx%	xx%	xx%	xx%	33%	27%	27%	xx%	55%	23%

3RD GRADE EARLY CHILDHOOD LITERACY

Early Childhood Literacy Board Outcome Goal													
The percent of 3 rd grade students that score meets grade level or above on STAAR Reading will increase from 29% June 2024 to 42% by June 2029.													
Yearly Target Goals													
2025	2026			2027			2028			2029			
32%	35%			37%			40%			42%			
Closing the Gaps Student Groups Yearly Targets													
	African American	Hispanic	White	American Indian	Asian	Pacific Islander	Two or More Races	Eco. Disadv.	Emergent Bilingual	Special Ed	Special Ed (Former)	Cont. Enrolled	Non-Cont. Enrolled
2024	xx%	15%	63%	xx%	xx%	xx%	xx%	20%	8%	14%	xx%	42%	0%
2025	xx%	18%	65%	xx%	xx%	xx%	xx%	23%	11%	17%	xx%	45%	5%
2026	xx%	21%	67%	xx%	xx%	xx%	xx%	25%	13%	20%	xx%	47%	8%
2027	xx%	24%	69%	xx%	xx%	xx%	xx%	27%	15%	22%	xx%	49%	11%
2028	xx%	27%	72%	xx%	xx%	xx%	xx%	30%	18%	25%	xx%	52%	14%
2029	xx%	30%	75%	xx%	xx%	xx%	xx%	33%	20%	27%	xx%	55%	17%

	Current	Proposed
January	Annual Audit report for Prior Year (PY)	Consider budget plan/timeline
	Approve audit firm for upcoming year	Superintendent Annual (Summative) Evaluation
	Consider budget plan/timeline	Superintendent Contract Consideration
	Superintendent Annual (Summative) Evaluation	Public Hearing FIRST
	Superintendent Contract Consideration	Commit Fund Balance
		Public Hearing TAPR
		Superintendent's evaluation form approved if changes needed
	Superintendent's evaluation form approved if changes needed	Set Superintendent Goals for following year
	Set Superintendent Goals for following year	Begin District Goal Setting
Begin District Goal Setting	Determine/plan summer projects	
Determine/plan summer projects		
February	Public Hearing FIRST	Public Hearing TAPR
	Public Hearing TAPR	Adopt School Calendar
	Adopt School Calendar	Approve audit firm for upcoming year
		Determine/plan summer projects
		Continue District Goal Setting
	Proposed school calendar	Proposed school calendar
Discipline Report	Discipline Report	
March	Teacher contract renewal	Teacher contract renewal
	Finalize district goals	Finalize district goals
		Establish District Goals
	Review Technology Plan Updates	Board Self Evaluation
	Review Technology Plan Updates	
Set calendar for end of year activities/graduations	Set calendar for end of year activities/graduations	
April	Review compensation/benefits package	Review compensation/benefits package
	Board Self Evaluation	Board Self Evaluation
		Approve summer projects
		INITIAL Budget Workshop
		ESL/Summer School Plan
		IMA & TEKS Certification
	Estimated Certified Values	Plan Team of 8 Training
	Estimated Certified Values	
May	Bank depository bids (Every other year)	Bank depository bids (Every other Odd year)
	Approve summer projects	MOU with McDade for Sped Shared Services
	Begin budget planning	Begin budget planning
	Review Professional Development Report	Review Professional Development Report
Review District/Campus Improvement Plan	Review District/Campus Improvement Plan	
June	Superintendent Annual (Summative) Evaluation	Superintendent Annual (Formative) Evaluation
	Superintendent Contract Consideration	Superintendent Contract Consideration
		Cafeteria Services Report and Prices for the next year
	Cafeteria Services Report and Prices for the next year	Intent to Apply for ESSA/Grant Funds

		MOU for DAEP?
	Budget Planning Continued	Budget Planning Continued/ Budget Workshop
	Consider new or modified programs for upcoming school year	Consider new or modified programs for upcoming school year
	Review Employee/Staff Handbook Draft	Review Employee/Staff Handbook Draft
	Review Student Handbook & Code of Conduct Draft	Review Student Handbook & Code of Conduct Draft
	Superintendent's mid-year review (Executive Session)	Superintendent's mid-year review (Executive Session)
July	Approve Employee/Staff Handbook	Approve Employee/Staff Handbook
	Approve Student Handbook & Code of Conduct	Approve Student Handbook & Code of Conduct
	Order Trustee election and approve contract for election services (Even years only)	Order Trustee election and approve contract for election services (Even years only)
	Establish Trustee Election Dates (Even years only)	Establish Trustee Election Dates (Even years only)
		Budget Workshop Preliminary Budget
	Budget Workshop	Budget Workshop Preliminary Budget
	Certified Values	Certified Values
	Consider attending TASB Conference in September	Consider attending TASB Conference in September
	Select TASB Delegate and Alternate	Select TASB Delegate and Alternate
	Announcement of Board continuing education hours and release to media	Announcement of Board continuing education hours and release to media
August	Amend budget for current year	Amend budget for current year
	Approve budget for upcoming year	Approve budget for upcoming year
	Accept certification of appraisal roll for certified taxable values	Accept certification of appraisal roll for certified taxable values
	Approval of clubs for extra-curricular absence purposes	Approval of clubs for extra-curricular absence purposes
	Approve district teacher appraisal calendar	Approve district teacher appraisal calendar
	Set the Tax rate (Special Board Meeting)	Set the Tax rate (Special Board Meeting)
	Budget Hearing (Special Board Meeting)	Budget Hearing (Special Board Meeting)
		Commit Fund Balance
	Review Multi-Hazard Emergency Operations Plan	Review Multi-Hazard Emergency Operations Plan
September	Class Size Waiver (if necessary)	Class Size Waiver (if necessary)
	Approve District/Campus Improvement Plan	Approve District/Campus Improvement Plan
	Approve Bastrop & Williamson County Adjunct Faculty Agreement	Approve Bastrop & Williamson County Adjunct Faculty Agreement
	Procedure for Dismissal of school due to weather conditions	Procedure for Dismissal of school due to weather conditions
	Beginning school enrollment reports	Beginning school enrollment reports
	Free & reduced lunch information	Free & reduced lunch information
October	Approval of tax roll resolution Williamson and Travis County	Approval of tax roll resolution Williamson and Travis County
	Set Board meeting for canvassing for canvassing election return (even years only)	Set Board meeting for canvassing for canvassing election return (even years only)
		Announcement of Board Continuing Education hours

	Plan Team of 8 training	Plan Team of 8 training
	Staff Appreciation Event Planning	Staff Appreciation Event Planning
November	Canvass Ballots for trustee election (Oath of Office)	Canvass Ballots for trustee election (Oath of Office)
	Induct new Board members	Induct new Board members
	Board reorganization	Board reorganization
		HB 3033 Business days??
		Public Hearing FIRST
	Provide new board member(s) with local orientation	Provide new board member(s) with local orientation
	Fall ADA Report	Fall ADA Report
	Special populations enrollment	Special populations enrollment
	Plan for Superintendent Evaluation	Plan for Superintendent Evaluation
		Staff Appreciation Event Planning
December	Announcement of Board Continuing Education hours	Announcement of Board Continuing Education hours
	Review of Board Operating Procedures	Review of Board Operating Procedures
		Annual Financial Audit report for Prior Year (PY)
	Consider Budget Plan/timeline	
	Staff Appreciation Event	Consider Budget Plan/timeline
	Superintendent's Mid-year review (Executive Session)	Staff Appreciation Event
	Superintendent delivers self evaluation and required evaluation reports	Superintendent's Mid-year review (Executive Session)
		Superintendent delivers self evaluation and required evaluation reports



Board of Trustees

Date of Meeting	
Item Type	

Item Name	
District Goal	
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Administrative Recommendation	

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New Board Member Training Requirements Checklist *(First year of service)*

First 90 days

Open Meetings Act (OMA)

- 1–2 hours
- Available through TASB's Online Learning Center and the Attorney General's Office.

Public Information Act (PIA)

- 1–2 hours
- PIA training may be delegated by district policy. Refer to BBD(Local).

Within first year

Team Building

- 3 hours
- Available through TASB or other registered providers.

Cybersecurity

- 1 hour or more depending on the course.
- See the Texas Department of Information Resources for providers.

Additional Continuing Education

- 10 hours
- Available through TASB: Additional education based on Framework for School Board Development is available through TASB's Online Learning Center, conferences, events, and continuing education programs. Also available through other registered providers.

First 120 days

Evaluating and Improving Student Outcomes (EISO)

- 3 hours
- Available through TASB or other registered providers.

Sexual Abuse, Human Trafficking, and Other Maltreatment of Children (Child Abuse Prevention)

- 1 hour
- Available through TASB's Online Learning Center or other registered providers.

Local District Orientation

- 3 hours
- Provided by your school district.

Orientation to the Texas Education Code

- 3 hours
- Provided through your local Education Service Center (ESC).

School Safety

- 2 hours
- Provided through TEA Learn.

Experienced Board Member Training Requirements Checklist *(More than one year of service)*

Note: Required hours will vary year to year depending on how the Post-Legislative Update, Child Abuse Prevention, and Student Achievement and Accountability hours fall for an individual trustee.

Annual

Team Building

- 3 hours
- Available through TASB or other registered providers.

Cybersecurity

- 1 hour or more depending on the course.
- See the Texas Department of Information Resources for providers.

Additional Continuing Education

- 5 hours
(Up to 1 hour using self-instructional materials.)
- Available through TASB: Additional education based on Framework for School Board Development is available through TASB's Online Learning Center, conferences, events, and continuing education programs. Also available through other registered providers.

Biennial (Every other year)

Sexual Abuse, Human Trafficking, and Other Maltreatment of Children (Child Abuse Prevention)

- 1 hour
- Available through TASB's Online Learning Center or other registered providers.

Update to the Texas Education Code: Post-Legislative Update

- Sufficient length, about 1–2 hours after each legislative session
- Available through TASB or other registered providers.

School Safety

- 2 hours
- Provided through TEA Learn.

BOARD MEMBERS
TRAINING AND ORIENTATION

BBD
(LOCAL)

**Public Information
Coordinator**

After Election or
Appointment

The Superintendent shall fulfill the responsibilities of the public information coordinator and shall receive, on behalf of Board members, the training specified by Government Code 552.012. [See GBAA]

After a Violation

A Board member who receives written notice from the attorney general that the member must complete Public Information Act (PIA) training described by GBAA(LEGAL) following the District's failure to comply with a PIA requirement shall complete the training within the timelines described in law. The completion of the training in response to such a notice cannot be delegated.

**Reporting
Continuing
Education Credit**

The Board President shall announce the status of each Board member's continuing education credit. The announcement shall be made annually at the last regular Board meeting before the District's uniform election date, whether or not an election is held. The announcement shall be reflected in the meeting minutes and, when necessary, posted on the District's website in accordance with law.

Board Assessment

Based on the Framework for School Board Development

Assessment Instrument

Directions for completing the assessment

Using the indicators on the following pages from the Framework for School Board Development (also known as the Framework for Governance Leadership), rate the effectiveness of your leadership team in demonstrating each of the governance responsibilities listed. Use the following four-point scale:

- 1 Our team is very strong in this area
- 2 Our team does this pretty well
- 3 Our team could benefit from improvement in this area
- 4 Our team needs to focus attention in this area immediately

Indicators of Effectiveness (from the Framework for School Board Development)	Rating
Vision: The board ensures creation of a shared vision that promotes enhanced student achievement	
1) The board keeps the district focus on the educational welfare of all children.	
2) The board adopts a shared vision based on community beliefs to guide local education.	
3) The board ensures that the vision supports the state's mission, objectives and goals for education established by law.	
4) The board ensures that the district vision expresses the present and future needs of the children and community.	
5) The board demonstrates its commitment to the vision by using the vision to guide all board deliberations, decisions, and actions.	
Structure: The board provides guidance and direction for accomplishing the vision.	
6) Legislature, State Board of Education, the Texas Education Agency, and Local Boards of Trustees in the governance of the public schools.	
7) The board fulfills the statutory duties of the local board of trustees and upholds all laws, rules, ethical procedures, and court orders pertaining to schools and school employees.	
8) The board focuses its actions on policy making, planning, and evaluation.	
9) The board adopts a planning and decision making process consistent with state statute that uses participation, information, research, and evaluation to help achieve the district's vision.	
10) The board ensures that the district planning and decision making process enables all segments of the community, parents, and professional staff to contribute meaningfully to achieving the district's vision.	
11) The board develops and adopts policies that provide guidance for accomplishing the district's vision, mission and goals.	
12) The board adopts a budget that incorporates sound business and fiscal practices and provides resources to achieve the districts vision, mission and goals.	
13) The board adopts goals, approves student performance objectives, and establishes policies that provide a well-balanced curriculum resulting in improved student learning.	
14) The board approves goals, policies, and programs that ensure a safe and disciplined environment conducive to learning.	

15)	The board oversees the management of the district by employing a superintendent and evaluating the superintendent's performance in providing education leadership, managing daily operations and performing all duties assigned by law.	
16)	The board adopts policies and standards for hiring, assigning, appraising and compensating school district personnel in compliance with state laws and rules.	
Accountability: The board measures and communicates how well the vision is being accomplished		
17)	The board ensures progress toward achievement of district goals through a systematic, timely, and comprehensive review of reports prepared by or at the direction of the superintendent.	
18)	The board monitors the effectiveness and efficiency of instructional programs by reviewing reports prepared by or at the direction of the superintendent and directs the superintendent to make modifications that promote maximum achievement for all students.	
19)	The board ensures that appropriate assessments are used to measure achievement of all students.	
20)	The board reports district progress to parents and community in compliance with state laws and regulations.	
21)	The board reviews district policies for effective support of the district's vision, mission and goals.	
22)	The board reviews the efficiency and effectiveness of district operations and use of resources in supporting the district's vision, mission and goals.	
23)	The board evaluates the superintendent's performance annually in compliance with state laws and regulations.	
24)	The board annually evaluates its performance in fulfilling the board's duties and responsibilities, and the board's ability to work with the superintendent as a team.	
Advocacy: The board promotes the vision.		
25)	The board demonstrates its commitment to the shared vision, mission, and goals by clearly communicating them to the superintendent, the staff, and the community.	
26)	The board ensures an effective two-way communication system between the district and its students and employees, the media and the community.	
27)	The board builds partnerships with community, business, and governmental leaders to influence and expand educational opportunities and meet the needs of students.	
28)	The board supports children by establishing partnerships between the district, parents, business leaders and other community members as an integral part of the district's educational program.	
29)	The board leads in recognizing the achievements of students, staff, and others in education.	
30)	The board promotes school board service as a meaningful way to make long-term contributions to the local community and society.	
Unity: The board works with the superintendent to lead the district toward the vision.		
31)	The board develops skills in teamwork, problem solving and decision making.	
32)	The board establishes and follows local policies, procedures, and ethical standards governing the conduct and operations of the board.	
33)	The board understands and adheres to laws and local policies regarding the board's responsibility to set policy and the superintendent's responsibility to manage the school district and to direct employees in district and campus matters.	
34)	The board recognizes the leadership role of the board president and adheres to law and local policies regarding the duties and responsibilities of the board president and other officers.	
35)	The board adopts and adheres to established policies and procedures for receiving and addressing ideas and concerns from students, employees, and the community.	
36)	The board makes decisions as a whole only at properly called meetings and recognizes that individual members have no authority to take individual action in policy or district and campus administrative matters.	
37)	The board supports decisions of the majority after honoring the right of individual members to express opposing viewpoints and vote their convictions.	

Identifying Critical Issues for the Team

Definition

A critical issue is a trend, event, development, or situation that keeps us, as the district leadership team, from reaching our vision and accomplishing our mission.

- It may be a positive issue (opportunity) or negative one (threat).
- It is an issue requiring resolution because of its impact on the governance team's effectiveness and ability to accomplish its mission.
- It is generally broad in scope and impact. (It usually affects everyone.)

Team Critical Issues

What are the critical issues confronting *this team* today that if left unattended would keep us from doing our job as a *team* effectively during the next year?
(Complete as a team)

■

■

■

Team Improvement Activities

Address each of the following activities as a team. You may do the activities as a full team or answer the questions first individually, or in pairs, then share and discuss them as a full team.

Team Improvement Goals

List the one to three activities that this team could do during the next year that would best address the critical issues identified and contribute to improved team performance.

-
-
-

Team Continuing Education Targets

If the activities listed above are not specifically continuing education activities, would the team benefit from continuing education in order to perform the activity more effectively? If so, list specific continuing education the board could participate in related to this activity.

-
-

Are there other areas of continuing education that would support the team in leading the district in the coming year?

-
-

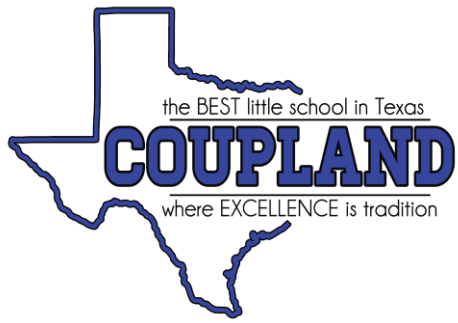
Time Table for Team Improvement

What is the best time for us to schedule these activities or continuing education opportunities?

Individual Continuing Education Targets

Based on the Framework for School Board Development, what three educational topics or areas of interest would best contribute to your personal continuing education during the next year?

-
-
-



COUPLAND ISD

620 S COMMERCE ST
COUPLAND, TX 78615
512-856-2422

Future Board Meetings

- July 18, 2024
- August 19, 2024
- September 3, 2024 GMP
- September 12, 2024
- October 10, 2024
- November 14, 2024
- December 12, 2024
- January 16, 2025
- February 13, 2025
- March 20, 2025
- April 10, 2025
- May 8, 2025
- June 12, 2025



Board of Trustees

Date of Meeting

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District Goal	
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Contact Person

E-Mail Address

**Employment and
Evaluation**

The board shall adopt a policy providing for the employment and duties of district personnel. The employment policy must provide that the board employs and evaluates the superintendent. *Education Code 11.1513(a)(1)* [See DC]

Appraisal Process

A board shall appraise a superintendent annually using either:

1. The commissioner of education's recommended appraisal process and criteria; or
2. An appraisal process and performance criteria that are:
 - a. Developed by the district in consultation with the district- and campus-level committees; and
 - b. Adopted by the board.

Education Code 21.354(c)

In addition to other procedures and criteria determined by the board, the commissioner's recommended appraisal process and criteria shall include, at a minimum, an annual evaluation of the superintendent and a student performance domain. Completion of the Lone Star Governance superintendent evaluation may satisfy these requirements. *19 TAC 150.1031(b)-(c)*

Annual
Performance Report

The information in the annual report describing the educational performance of a district [see AIB] shall be a primary consideration of the board in evaluating the superintendent. *Education Code 39.307(3)(C)*

**Penalty for
Noncompliance**

Funds of the district may not be used to pay a superintendent who has not been appraised in the preceding 15 months. *Education Code 21.354(d)*

Confidentiality

A document evaluating the performance of a teacher or administrator is confidential and is not subject to disclosure under the Public Information Act, Government Code Chapter 552. *Education Code 21.355* [For disclosure requirements on evaluations, see GBA.]

SUPERINTENDENT
EVALUATION

BJCD
(LOCAL)

Written Evaluation

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

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

Informal Evaluation

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



Board of Trustees

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Contact Person	<input type="text"/>	E-Mail Address	<input type="text"/>
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Board of Trustees

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Contact Person

E-Mail Address

February

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13 Board Meeting @ 6:00pm	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

January

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9 Bsk vs. Georgetown (St. Helens) @ 5:15	10	11
12	13 Bsk @ Gause @ 4:00	14	15	16 Board Meeting @ 6:00pm	17	18
19	20	21	22	23 Bsk @ Thorndale (St. Paul) @ 4:00	24	25
26	27 Bsk @ Serbin (St. Paul) @4:00	28	29	30	31	

March

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20 Board Meeting @ 6:00pm	21	22
23	24	25	26	27	28	29
30	31					