

Agenda of Regular Meeting

The Board of Trustees Groesbeck ISD

A Regular Meeting of the Board of Trustees of Groesbeck ISD will be held May 16, 2022, beginning at 6:00 PM in the Groesbeck High School Conference Room
1202 North Ellis
P. O. Box 559
Groesbeck, TX 76642-2111.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PLEDGE TO THE TEXAS FLAG

IV. REVIEW DISTRICT MISSION STATEMENT

V. STUDENT RECOGNITION

VI. DISTRICT INFORMATION

2

TASB/ESC Region 12 Spring Workshop

Tuesday, May 24, 2022
Education Service Center Region 12
2101 West Loop 340
Waco, Texas

Program Agenda

4:30 p.m.	Registration and Dinner
5–6 p.m.	Keynote Speaker: “Leadership is Service, Not Position” <i>Presented by: Barry Haenisch, Executive Director of Texas Association of Community Schools</i>
6–7 p.m.	Legal Update
7–7:15 p.m.	Break
7:15–8:15 p.m.	Restoring Civility to Your Board and Community
8:15–9:15 p.m.	Navigating Staffing Challenges

Registration Information

Eligible CEC:	Up to 4 hours	Register through Region 12 Professional Development System at:
Fee:	\$55 per person <i>(includes dinner)</i>	https://txr12.escworks.net/catalog/session.aspx?session_id=279746
Deadline:	Friday, May 20, 2022	Session #279746
For more information, contact Charlene Simpson at:	<ul style="list-style-type: none">• 254.297.1106• csimpson@esc12.net	Superintendents’ secretaries may register board members at the link above or by contacting Celeste Blenden at 254.297.1104 or cblenden@esc12.net.

VII. PUBLIC COMMENT (Agenda/Non-Agenda Items)

VIII. OFFICIAL PRESIDING OVER BOARD MEMBER SWEAR IN FOR OFFICE

IX. REORGANIZATION OF THE BOARD OF TRUSTEES

X. REVIEW OF 2022-2023 ACADEMIC AND ATHLETIC GUIDELINES

XI. DISCUSSION AND POSSIBLE ACTION ON IMPROVEMENTS TO THE GROESBECK ISD AG BARN

XII. DISCUSSION AND ACTION ON CONSENT AGENDA ITEMS

A. Minutes of Previous Board Meeting

4

Regular Board Meeting
MINUTES
04/18/2022
6:00 p.m.

Present: Tom Sutton, Bridgett Jackson-Tatum (6:22), Angela Crane, Aslone Foy (6:10), Ronnie Ferguson (6:10), Tiffany Burlison, Jud Hughes.

Others: Dr. James Cowley, Teresa Battrick, Deana Rand, Cindy Ensminger, Sue Waller, Bonnie Bomar, Alex Cannon, Jennifer Lloyd, Jackie Ancelet, Kenna Moody, Stephanie Kucera, Nick West, Kelley Young, Crala Pringle, Kolby Morgan, Kimberly Carter.

Tom Sutton called the meeting to order at 6:01 p.m.

Tiffany Burlison led the Pledge of Allegiance.

Angela Crane led the Pledge to the Texas Flag.

Jud Hughes read the District Mission Statement.

The board recognized the 7th grade and 8th grade football teams and their accomplishments for the 2021-22 football season. Kenna Moody presented each grade with a District Championship trophy.

Stephanie Kucera and Nick West with ESC Region 12 presented information on Strategic Planning, costs, planning process, possible timelines, updates to the plan, and progress monitoring of the plan.

There were no public comments.

District Information: Dr. James Cowley updated the board on COVID and reporting of one individual. We are still at low risk. Student enrollment is at 1542 and last year was 1524. He reminded board members of a special board meeting to be held on April 25 for training regarding Chapter 313 and that agreements for wind and solar to expire December 31 and applications are due by May 15th to the Comptroller's for approval.

Public Hearing: There were no public comments on Groesbeck ISD's Internet Safety Policy and Children's Internet Protection Act (CIPA). Motion by Tiffany Burlison, second by Ronnie Ferguson to approve the Groesbeck ISD Internet Safety Plan. Motion carried unanimously.

Kolby Morgan and Crala Pringle presented changes to the 2022-23 Cheerleader Constitution tryout procedures and eliminating head cheerleader position. Discussed those trying out to have to choose which squad they are trying out for, either JV or Varsity. Discussed seniors making the squad and then quitting during the year. Discussed competitive squad. After discussion, it was the consensus to amend try out procedures to have incoming 9th and 10th graders to try out for JV and 11th and 12th grade to try out for Varsity. Motion by Angela Crane, second by Jud Hughes to approve the

2022-2023 cheer constitution with amendment as presented. Motion carried unanimously.

Tom Sutton read Board Member Training to date:

Under State board of Education Rule, completing required continuing education each year of service is a basic obligation and expectation of any sitting board member. As Board President, Tom Sutton, I am required to announce the name of each member who:

- Has completed the required continuing education;
- Has exceeded the required continuing education; and
- Is deficient in meeting the required continuing education.

The requirements for training are measured as the first anniversary of the date of the trustee's election or appointment or two-year anniversary of his or her previous training, as applicable.

To the extent applicable to each board member, I will announce the completion or deficiency as to required training. For members who still have time remaining to complete required training, I will announce those board members who have scheduled timely training and those who have not yet scheduled the training. At the conclusion of this announcement, I will announce any board member's training in excess of the continuing education requirements.

There are seven training areas for board member continuing education:

1. **Local District Orientation** – (Not Applicable) No new board members were required to complete local district orientation training for the time period covered by this announcement.
2. **Introduction to the Texas Education Code** – (Not Applicable) No new board members were required to complete Orientation to the Texas Education Code training for the time period covered by this announcement.
3. **Post-Legislative Update to the Texas Education Code** – The following board members have completed the Post-Legislative update to the Texas Education Code training: Tom Sutton, Bridgett Jackson-Tatum, Angela Crane, Aslone Foy, Ronnie Ferguson, Tiffany Burleson, and Jud Hughes.
4. **Team Building** – The following board members have completed the annual Team Building training: Tom Sutton, Angela Crane, Ronnie Ferguson, Tiffany Burleson, and Jud Hughes. The following board members are deficient in meeting the required annual team-building training: Bridgett Jackson-Tatum and Aslone Foy.
5. **Additional Continuing Education** – The following board members have time remaining to complete the additional continuing education requirements and have not yet scheduled this training: Tom Sutton, Bridgett Jackson-Tatum, Angela Crane, Aslone Foy, Ronnie Ferguson, Tiffany Burleson, and Jud Hughes.
6. **Evaluating Student Academic Performance and Setting Goals** – The following board members have completed the biennial training on Evaluating Student Academic Performance and Setting Goals: Tom Sutton, Bridgett Jackson-Tatum, Angela Crane, Aslone Foy, Ronnie Ferguson, Tiffany Burleson, and Jud Hughes.

7. **Identifying and Reporting Abuse, Trafficking, and Other Maltreatment of Children** – The following board members have completed the biennial training on Identifying and Reporting Abuse, Trafficking, and Other Maltreatment of Children: Tom Sutton, Bridgett Jackson-Tatum, Angela Crane, Aslone Foy, Ronnie Ferguson, Tiffany Burleson, and Jud Hughes.

Discussion on the football stadium lights and poles. Reviewed the pole inspection report. LED lights last about 25-30 years and our poles are out of warranty. Discussed wiring, boring under the turf at a cost of \$22 per linear foot. Lights, poles, and wiring is about \$600,000. Discussed baseball lights that went out. Discussed football light poles, wiring, budget, 313 starting when ESSER funds goes away, track, and turf. Will try to get an electrician to come take a look at wiring and give input.

Kirk and Richardson, LLP no longer conducting audits. Received two proposals for the 2021-2022 school year audit. Motion by Tiffany Burleson, second by Ronnie Ferguson to approve the agreement with Patillo, Brown & Hill, LLP. Motion carried unanimously.

Reviewed changing the early release/staff development day for the 2022-2023 school calendar. Agenda item was tabled.

Consent Agenda: Discussed Little Dribblers and Pee Wee Football, donation from Mr. Phelps, Imagine Learning, copier bids. Motion by Tiffany Burleson, second by Ronnie Ferguson to approve the consent agenda as presented. Motion carried unanimously.

- A. Minutes of Previous Board Meeting
- B. Budget Report and Amendments
- C. New Allotment and TEKS Certification
- D. Imagine Learning Agreement
- E. Copier/Printer Equipment
- F. Resolution for Groesbeck Little Dribblers Extracurricular Status
- G. Resolution for Groesbeck Pee Wee Football Extracurricular Status
- H. Donation(s)

Entered Executive Session: 8:10 p.m.

Reconvened: 9:07 p.m. (Bridgett Jackson-Tatum left the meeting)

Motion by Jud Hughes, second by Aslone Foy to accept the items presented in executive session by Dr. Cowley. Motion carried.

There were no Board Member Comments, Reports, and Discussion.

Motion by Tiffany Burleson, second by Angela Crane to adjourn. Motion carried unanimously.

Adjourned: 9:08 p.m.

Tom Sutton, Board President

Jud Hughes, Secretary

May 16, 2022
Date Approved

Special Board Meeting
MINUTES
04/25/2022
6:00 p.m.

Present: Tom Sutton, Aslone Foy, Ronnie Ferguson, Tiffany Burleson, Jud Hughes.
Absent: Angela Crane and Bridgett Jackson-Tatum.

Others: Dr. James Cowley, Teresa Battrick, Rick Lambert, Martha Longbotham, Brian Samford, Peggy Beck, Carol Jenkins, Austin Willis, Lloyd Pope, Bonnie Bomar, Krystal Swinnea, Susan Swick.

Tom Sutton called the meeting to order at 6:03 p.m.

Board Training: Rick Lambert, Attorney with Powell Law Group conducted training in the process of accepting and approving an application for appraised value limitation on qualified property, pursuant to Texas Tax Code §313.

Agenda Item: Discussion and possible action to adopt Board policy CCGB(LOCAL) was tabled.

Agenda Item: Discussion and possible action to retain attorneys and consultants to assist Groesbeck SID in the review and processing of an application for appraised value limitation on qualified property, pursuant to Texas Tax Code §313 was tabled.

Agenda Item: Acknowledgment of conflict-of-interest Policies BBFA(LEGAL) and (LOCAL) in connection with an application for appraised value limitation on qualified property, pursuant to Texas Tax Code §313 was tabled.

There was no Executive Session.

Agenda Item: Discussion and possible action to accept an application for appraised value limitation on qualified property, pursuant to Texas Tax Code §313; authorize the Superintendent of Schools to review the application for completeness and submit the application to the Texas Comptroller of Public Accounts; and authorize the Superintendent of Schools to approve any request for extension of the deadline for board action beyond the 150-day board review period, as may be required was tabled.

Dr. Bonnie Bomar presented GHS Class Day. Prior to 2013 it was held at night. High school is planning on how they would be fair to students and the announcement of scholarship. Dr. Bomar explained that the reopening of campuses (COVID precautions) in the first part of April resulted in only 22 days of school left to plan and host. Selection of a day that would not be a massive instructional disruption with 20 hours of standardized state mandated testing, or a day that was not already spoken for with other easier to plan events and activities were just a few of the barriers her team faced at this point. The high school team was planning on displaying pictures of the recipients and the donors presenting those certificates for scholarship(s) through social media, with parent permission, including the GISD website, Facebook, the announcement TV in the high school cafeteria, and daily announcements as well as a spread in the Journal. She also

shared that the Honor Grad recognition and Blanket Ceremony reception is scheduled for May 19th at 10:00 a.m. in the GHS cafeteria as well. Also discussed having it in the evening or on a Saturday or Sunday. The board directed Dr. Bomar to come back to the board with a plan. Agenda Item was tabled.

Dr. James Cowley presented changes to the 2022-2023 school calendar. Took Fridays early release/staff development out, moved new teacher days up, added two more staff development days and two more comp days for EduHero training. Graduation will be on May 26th. Motion by Aslone Foy, second by Jud Hughes to accept the 2022-23 calendar as revised. Motion carried unanimously.

Entered into Executive Session at 8:26 p.m.

Reconvened: 8:34 p.m.

No action taken.

Motion by Jud Hughes, second by Aslone Foy to adjourn. Motion carried unanimously.

Adjourned: 8:34 p.m.

Tom Sutton, Board President

Jud Hughes, Secretary

May 16, 2022
Date Approved

Board Report
 Recap Comparison of Revenue to Budget
 Groesbeck ISD
 As of April

	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
199 / 2 GENERAL FUND	16,834,361.00	-521,111.09	-14,700,914.75	2,133,446.25	87.33%
240 / 2 FOOD SERVICE	939,146.00	-132,439.92	-840,218.22	98,927.78	89.47%
511 / 2 DEBT SERVICE	3,256,668.00	-99,644.00	-3,023,383.62	233,284.38	92.84%
Total 5000 Revenues	20,796,651.00	-753,195.01	-18,564,516.59	2,232,134.41	89.27%
Total 7000 Revenues	233,524.00	.00	.00	233,524.00	.00%
Total Revenues	21,030,175.00	-753,195.01	-18,564,516.59	2,465,658.41	89.27%

Board Report
Recap Comparison of Expenditures and Encumbrances to Budget
Groesbeck ISD
As of April

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Expended</u>
199 / 2 GENERAL FUND	-17,921,300.00	1,666,330.65	11,829,670.72	1,489,320.42	-4,425,298.63	66.01%
240 / 2 FOOD SERVICE	-939,146.00	117,919.67	719,656.41	99,490.51	-101,569.92	76.63%
511 / 2 DEBT SERVICE	-3,256,668.00	.00	1,608,194.55	.00	-1,648,473.45	49.38%
Total 6000 Expenditures	-21,883,590.00	1,784,250.32	14,157,521.68	1,588,810.93	-5,941,818.00	64.69%
Total 8000 Expenditures	-233,524.00	.00	.00	.00	-233,524.00	-.00%
Total Expenditures	-22,117,114.00	1,784,250.32	14,157,521.68	1,588,810.93	-6,175,342.00	64.69%

End of Report

Board Report
Comparison of Revenue to Budget
Groesbeck ISD
As of April

Fund 199 / 2 GENERAL FUND

	<u>Estimated Revenue (Budget)</u>	<u>Revenue Realized Current</u>	<u>Revenue Realized To Date</u>	<u>Revenue Balance</u>	<u>Percent Realized</u>
5000 -					
5700 -					
5710 - LOCAL REAL AND PERSONAL PROPER	13,103,881.00	-400,118.82	-12,050,788.14	1,053,092.86	91.96%
5740 -	119,943.00	-4,616.04	-55,449.58	64,493.42	46.23%
5750 - REVENUES FROM ENTERPRISE FUNDS	126,400.00	-7,800.62	-110,806.66	15,593.34	87.66%
Total	13,350,224.00	-412,535.48	-12,217,044.38	1,133,179.62	91.51%
5800 - STATE REVENUES					
5810 - PER CAPITA AND FOUNDATION REV	2,279,023.00	-20,430.00	-1,555,575.00	723,448.00	68.26%
5820 - STATE PROGRAM REV	.00	.00	.00	.00	.00%
5830 - STATE REVE FROM STATE AGENCY	835,114.00	-65,985.15	-530,022.11	305,091.89	63.47%
Total STATE REVENUES	3,114,137.00	-86,415.15	-2,085,597.11	1,028,539.89	66.97%
5900 - FEDERAL REVENUES					
5920 - FEDERAL REVENUE DISTR BY TEA	70,000.00	-6,603.63	-51,771.32	18,228.68	73.96%
5930 - FEDERAL REV DISTR BY GOV AGENC	300,000.00	-15,556.83	-346,501.94	-46,501.94	115.50%
Total FEDERAL REVENUES	370,000.00	-22,160.46	-398,273.26	-28,273.26	107.64%
7000 -					
7900 -					
7910 -	.00	.00	.00	.00	.00%
Total	.00	.00	.00	.00	.00%
Total Revenue Local-State-Federal	16,834,361.00	-521,111.09	-14,700,914.75	2,133,446.25	87.33%

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Expended</u>
6000 -						
11 - INSTRUCTION						
6100 - PAYROLL COSTS	-8,377,365.45	.00	6,104,272.50	788,848.23	-2,273,092.95	72.87%
6200 - PROFESSIONAL & CONTRACTED SVCS	-328,406.88	6,353.75	130,962.97	17,101.29	-191,090.16	39.88%
6300 - SUPPLIES & MATERIALS	-102,261.55	25,609.44	64,054.78	11,348.47	-12,597.33	62.64%
6400 -	-97,291.00	5,282.60	22,603.75	6,179.27	-69,404.65	23.23%
6600 -	-22,075.00	4,255.25	.00	.00	-17,819.75	-.00%
Total Function11 INSTRUCTION	-8,927,399.88	41,501.04	6,321,894.00	823,477.26	-2,564,004.84	70.81%
12 - LIBRARY						
6100 - PAYROLL COSTS	-23,349.00	.00	22,031.05	2,601.35	-1,317.95	94.36%
6200 - PROFESSIONAL & CONTRACTED SVCS	-12,750.00	5,100.00	7,650.00	.00	.00	60.00%
6300 - SUPPLIES & MATERIALS	36.00	.00	-36.00	30.00	.00	100.00%
Total Function12 LIBRARY	-36,063.00	5,100.00	29,645.05	2,631.35	-1,317.95	82.20%
13 - STAFF DEVELOPMENT						
6100 - PAYROLL COSTS	-99,813.00	.00	70,654.03	8,581.07	-29,158.97	70.79%
6200 - PROFESSIONAL & CONTRACTED SVCS	-1,000.00	55.00	55.00	55.00	-890.00	5.50%
6400 -	-7,920.00	90.00	2,189.88	.00	-5,640.12	27.65%
Total Function13 STAFF DEVELOPMENT	-108,733.00	145.00	72,898.91	8,636.07	-35,689.09	67.04%
21 - INSTRUCTIONAL LEADERSHIP						
6100 - PAYROLL COSTS	-254,891.00	.00	200,969.29	25,315.97	-53,921.71	78.85%
6200 - PROFESSIONAL & CONTRACTED SVCS	-4,000.00	.00	1,000.00	.00	-3,000.00	25.00%
Total Function21 INSTRUCTIONAL	-258,891.00	.00	201,969.29	25,315.97	-56,921.71	78.01%
23 - PRINCIPAL						
6100 - PAYROLL COSTS	-874,863.00	.00	622,236.20	74,710.18	-252,626.80	71.12%
6200 - PROFESSIONAL & CONTRACTED SVCS	-2,874.99	200.00	1,615.60	1,391.70	-1,059.39	56.19%
6300 - SUPPLIES & MATERIALS	-10,977.01	2,144.91	8,129.84	1,106.25	-702.26	74.06%
6400 -	-8,190.00	55.00	4,723.64	.00	-3,411.36	57.68%
Total Function23 PRINCIPAL	-896,905.00	2,399.91	636,705.28	77,208.13	-257,799.81	70.99%
31 - COUNSELING						
6100 - PAYROLL COSTS	-261,610.00	.00	199,401.42	25,625.56	-62,208.58	76.22%
6200 - PROFESSIONAL & CONTRACTED SVCS	-4,350.00	712.93	2,051.25	145.62	-1,585.82	47.16%
6300 - SUPPLIES & MATERIALS	-4,605.00	274.06	2,775.59	582.39	-1,555.35	60.27%
6400 -	-2,155.00	.00	205.00	125.00	-1,950.00	9.51%
Total Function31 COUNSELING	-272,720.00	986.99	204,433.26	26,478.57	-67,299.75	74.96%
32 - SOCIAL WORK SERVICES						
6100 - PAYROLL COSTS	.00	.00	.00	.00	.00	.00%
Total Function32 SOCIAL WORK SERVICES	.00	.00	.00	.00	.00	.00%
33 - NURSE / HEALTH						
6100 - PAYROLL COSTS	-221,609.00	.00	150,172.96	19,389.50	-71,436.04	67.76%
6200 - PROFESSIONAL & CONTRACTED SVCS	-306.00	306.00	.00	.00	.00	-.00%
6300 - SUPPLIES & MATERIALS	-5,680.00	.00	680.00	.00	-5,000.00	11.97%
Total Function33 NURSE / HEALTH	-227,595.00	306.00	150,852.96	19,389.50	-76,436.04	66.28%
34 - TRANSPORTATION						
6100 - PAYROLL COSTS	-441,180.90	.00	403,607.65	52,051.45	-37,573.25	91.48%
6200 - PROFESSIONAL & CONTRACTED SVCS	-77,077.88	12,904.44	22,941.92	4,063.37	-41,231.52	29.76%
6300 - SUPPLIES & MATERIALS	-158,860.64	39,353.08	90,956.80	4,542.38	-28,550.76	57.26%
6400 -	4,988.54	1,400.00	-17,689.33	-11,010.00	-11,300.79	354.60%
6600 -	.00	13 .00	.00	.00	.00	.00%
Total Function34 TRANSPORTATION	-672,130.88	53,657.52	499,817.04	49,647.20	-118,656.32	74.36%

Fund 199 / 2 GENERAL FUND

As of April

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Expended</u>
6000 -						
36 - EXTRACURRICULAR						
6100 - PAYROLL COSTS	-552,761.97	.00	412,473.40	49,444.57	-140,288.57	74.62%
6200 - PROFESSIONAL & CONTRACTED SVCS	-80,816.88	11,689.10	58,306.10	10,939.81	-10,821.68	72.15%
6300 - SUPPLIES & MATERIALS	-130,265.03	39,001.66	76,327.62	26,623.00	-14,935.75	58.59%
6400 -	-140,480.12	7,731.53	119,213.26	26,011.94	-13,535.33	84.86%
6600 -	-95,670.00	95,670.00	.00	.00	.00	-0.00%
Total Function36 EXTRACURRICULAR	-999,994.00	154,092.29	666,320.38	113,019.32	-179,581.33	66.63%
41 - GENERAL ADMIN						
6100 - PAYROLL COSTS	-480,120.00	.00	335,479.39	37,581.67	-144,640.61	69.87%
6200 - PROFESSIONAL & CONTRACTED SVCS	-207,720.00	14,146.66	135,913.77	9,046.52	-57,659.57	65.43%
6300 - SUPPLIES & MATERIALS	-13,161.76	496.47	5,658.55	285.18	-7,006.74	42.99%
6400 -	-85,308.24	3,483.69	58,764.32	22.72	-23,060.23	68.88%
Total Function41 GENERAL ADMIN	-786,310.00	18,126.82	535,816.03	46,936.09	-232,367.15	68.14%
51 - FACILITIES MAINTENANCE						
6100 - PAYROLL COSTS	-942,812.66	.00	797,997.56	94,604.68	-144,815.10	84.64%
6200 - PROFESSIONAL & CONTRACTED SVCS	-884,267.26	107,358.97	627,771.14	97,973.02	-149,137.15	70.99%
6300 - SUPPLIES & MATERIALS	-181,405.60	56,638.37	123,751.47	25,159.57	-1,015.76	68.22%
6400 -	-100,834.00	.00	100,779.01	.00	-54.99	99.95%
6600 -	-1,041,151.48	991,268.00	49,883.48	.00	.00	4.79%
Total Function51 FACILITIES MAINTENANCE	-3,150,471.00	1,155,265.34	1,700,182.66	217,737.27	-295,023.00	53.97%
52 - SECURITY SERVICES						
6200 - PROFESSIONAL & CONTRACTED SVCS	-28,500.00	600.00	20,350.00	600.00	-7,550.00	71.40%
6300 - SUPPLIES & MATERIALS	-500.00	.00	.00	.00	-500.00	-0.00%
6400 -	-5,000.00	.00	3,000.00	.00	-2,000.00	60.00%
Total Function52 SECURITY SERVICES	-34,000.00	600.00	23,350.00	600.00	-10,050.00	68.68%
53 - DATA PROCESSING						
6100 - PAYROLL COSTS	-172,832.00	.00	142,019.37	16,047.62	-30,812.63	82.17%
6200 - PROFESSIONAL & CONTRACTED SVCS	-112,025.00	.00	87,091.69	187.00	-24,933.31	77.74%
6300 - SUPPLIES & MATERIALS	.00	.00	.00	.00	.00	.00%
6400 -	-61,700.00	.00	55,282.09	.00	-6,417.91	89.60%
6600 -	-15,000.00	.00	.00	.00	-15,000.00	-0.00%
Total Function53 DATA PROCESSING	-361,557.00	.00	284,393.15	16,234.62	-77,163.85	78.66%
61 - COMMUNITY SERVICES						
6100 - PAYROLL COSTS	-242,895.00	.00	182,967.88	22,953.02	-59,927.12	75.33%
6200 - PROFESSIONAL & CONTRACTED SVCS	-5,300.00	616.30	4,512.30	3,753.28	-171.40	85.14%
6300 - SUPPLIES & MATERIALS	-29,700.00	3,801.68	15,570.68	3,467.42	-10,327.64	52.43%
6400 -	-7,200.00	168.00	376.33	232.00	-6,655.67	5.23%
6600 -	.00	.00	.00	.00	.00	.00%
Total Function61 COMMUNITY SERVICES	-285,095.00	4,585.98	203,427.19	30,405.72	-77,081.83	71.35%
81 - FACILITIES ACQUISITION						
6600 -	-259,911.24	228,307.89	31,603.35	31,603.35	.00	12.16%
Total Function81 FACILITIES ACQUISITION	-259,911.24	228,307.89	31,603.35	31,603.35	.00	12.16%
99 - APPRAISAL						
6200 - PROFESSIONAL & CONTRACTED SVCS	-410,000.00	1,255.87	266,362.17	.00	-142,381.96	64.97%
Total Function99 APPRAISAL	-410,000.00	1,255.87	266,362.17	.00	-142,381.96	64.97%
8000 -						

Board Report
Comparison of Expenditures and Encumbrances to Budget
Groesbeck ISD
As of April

Fund 199 / 2 GENERAL FUND

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Expended</u>
8000 -						
00 - UNDEFINED						
8900 -	-233,524.00	.00	.00	.00	-233,524.00	-.00%
Total Function00 UNDEFINED	-233,524.00	.00	.00	.00	-233,524.00	-.00%
Total Expenditures	-17,921,300.00	1,666,330.65	11,829,670.72	1,489,320.42	-4,425,298.63	66.01%

Board Report
 Comparison of Revenue to Budget
 Groesbeck ISD
 As of April

Fund 240 / 2 FOOD SERVICE

	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
5000 -					
5700 -					
5740 -	.00	-260.16	-260.16	-260.16	.00%
5750 - REVENUES FROM ENTERPRISE FUNDS	13,100.00	-1,621.95	-8,903.25	4,196.75	67.96%
Total	13,100.00	-1,882.11	-9,163.41	3,936.59	69.95%
5800 - STATE REVENUES					
5820 - STATE PROGRAM REV	3,500.00	.00	-1,801.70	1,698.30	51.48%
5830 - STATE REVE FROM STATE AGENCY	27,022.00	-2,335.55	-18,940.79	8,081.21	70.09%
Total STATE REVENUES	30,522.00	-2,335.55	-20,742.49	9,779.51	67.96%
5900 - FEDERAL REVENUES					
5910 - FEDERAL REVENUES	.00	.00	-3,063.00	-3,063.00	.00%
5920 - FEDERAL REVENUE DISTR BY TEA	662,000.00	-128,222.26	-807,249.32	-145,249.32	121.94%
Total FEDERAL REVENUES	662,000.00	-128,222.26	-810,312.32	-148,312.32	122.40%
7000 -					
7900 -					
7910 -	233,524.00	.00	.00	233,524.00	.00%
Total	233,524.00	.00	.00	233,524.00	.00%
Total Revenue Local-State-Federal	939,146.00	-132,439.92	-840,218.22	98,927.78	89.47%

Board Report
Comparison of Expenditures and Encumbrances to Budget
Groesbeck ISD
As of April

Fund 240 / 2 FOOD SERVICE

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Expended</u>
6000 -						
35 - FOOD SERVICES						
6100 - PAYROLL COSTS	-371,083.59	.00	339,289.46	42,707.49	-31,794.13	91.43%
6200 - PROFESSIONAL & CONTRACTED SVCS	-6,800.00	.00	385.00	.00	-6,415.00	5.66%
6300 - SUPPLIES & MATERIALS	-547,615.90	117,919.67	366,725.95	43,527.02	-62,970.28	66.97%
6400 -	-390.51	.00	.00	.00	-390.51	-.00%
6600 -	-13,256.00	.00	13,256.00	13,256.00	.00	100.00%
Total Function 35 FOOD SERVICES	-939,146.00	117,919.67	719,656.41	99,490.51	-101,569.92	76.63%
Total Expenditures	-939,146.00	117,919.67	719,656.41	99,490.51	-101,569.92	76.63%

Board Report
Comparison of Revenue to Budget
Grosbeck ISD
As of April

Fund 511 / 2 DEBT SERVICE

	<u>Estimated Revenue (Budget)</u>	<u>Revenue Realized Current</u>	<u>Revenue Realized To Date</u>	<u>Revenue Balance</u>	<u>Percent Realized</u>
5000 -					
5700 -					
5710 - LOCAL REAL AND PERSONAL PROPER	3,256,668.00	-99,644.00	-3,008,025.62	248,642.38	92.37%
5740 -	.00	.00	.00	.00	.00%
Total	3,256,668.00	-99,644.00	-3,008,025.62	248,642.38	92.37%
5800 - STATE REVENUES					
5820 - STATE PROGRAM REV	.00	.00	-15,358.00	-15,358.00	.00%
Total STATE REVENUES	.00	.00	-15,358.00	-15,358.00	.00%
Total Revenue Local-State-Federal	3,256,668.00	-99,644.00	-3,023,383.62	233,284.38	92.84%

Board Report
Comparison of Expenditures and Encumbrances to Budget
Groesbeck ISD
As of April

Fund 511 / 2 DEBT SERVICE

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Expended</u>
6000 -						
71 - DEBT SERVICE						
6500 - DEBT SERVICE	-3,256,668.00	.00	1,608,194.55	.00	-1,648,473.45	49.38%
Total Function71 DEBT SERVICE	-3,256,668.00	.00	1,608,194.55	.00	-1,648,473.45	49.38%
Total Expenditures	-3,256,668.00	.00	1,608,194.55	.00	-1,648,473.45	49.38%

**GROESBECK INDEPENDENT SCHOOL DISTRICT
BUDGET AMENDMENT REQUEST**

DATE: April 27,2022

FUND	FUNC	CLASS/ OBJ	SUB OBJ	ORG	YR	PIC	LC	PROJ	DESCRIPTION	BUDGET AMOUNT	INCREASE DECREASE	
199-00-3700-00-000-2-00-000									FUND BALANCE		-196,750	
199-51-6629-03-042-2-99-000									MS INTERIOR IMPROVEMENT		+196,750	

Comments:
BUDGET AMENDMENT FOR MS INTERIOR IMPROVEMENTS

Melinda Smith

**GROESBECK INDEPENDENT SCHOOL DISTRICT
BUDGET AMENDMENT REQUEST**

DATE: April 27,2022

FUND	FUNC	CLASS/ OBJ	SUB OBJ	ORG	YR	PIC	LC	PROJ	DESCRIPTION	BUDGET AMOUNT	INCREASE DECREASE	
199-34-6129-13-999-2-22-000									CTE DRIVER		+6000	
199-11-6219-13-001-2-22-000									CTE PROFESSIONAL SERVICES		-6000	

Comments:
BUDGET AMENDMENT TO COVER CTE DRIVER SALARY

Melinda Smith

**GROESBECK INDEPENDENT SCHOOL DISTRICT
BUDGET AMENDMENT REQUEST**

DATE: May 4, 2022

FUND	FUNC	CLASS/ OBJ	SUB OBJ	ORG	YR	PIC	LC	PROJ	DESCRIPTION	BUDGET AMOUNT	INCREASE DECREASE	
199-41-6211-00-701-2-99-000									LEGAL SERVICES		+150,000	
199-00-5749-00-000-2-00-000									REVENUE LOCAL SOURCES		+150,000	

Comments:
 BUDGET AMENDMENT INCREASE TO LEGAL FOR SOLAR FARMS – NO EFFECT ON INITIAL BUDGET

Melinda Smith

**GROESBECK INDEPENDENT SCHOOL DISTRICT
BUDGET AMENDMENT REQUEST**

DATE: May 10, 2022

FUND	FUNC	CLASS/ OBJ	SUB OBJ	ORG	YR	PIC	LC	PROJ	DESCRIPTION	BUDGET AMOUNT	INCREASE DECREASE	
199-34-6639-00-999-2-22-000									TRANSPORTION/EQUIPMENT		+90,000	
199-11-6219-13-001-2-22-000									CULINARY PROFESSIONAL SRVC		-90,000	

Comments:
BUDGET AMENDMENT TO PURCHASE TRUCKS FOR CTE DEPARTMENT

Melinda Smith

**GROESBECK INDEPENDENT SCHOOL DISTRICT
BUDGET AMENDMENT REQUEST**

DATE: May 12, 2022

FUND	FUNC	CLASS/ OBJ	SUB OBJ	ORG	YR	PIC	LC	PROJ	DESCRIPTION	BUDGET AMOUNT	INCREASE DECREASE	
199-51-6259-01-999-2-99-000									UTILITIES – WATER		+50,000	
199-11-6112-31-999-2-11-000									DEC XTRA DUTY PAY		-50,000	

Comments:
 BUDGET AMENDMENT FOR SHORTAGE IN UTILITIES/WATER
Melinda Smith

C. 2022-2023 Board Meeting Dates
D. Leon | Alcala, PLLC General Legal Services Agreement

26

LEON | ALCALA

ATTORNEYS AT LAW

April 29, 2022

Dr. James B. Cowley
Superintendent of Schools
Groesbeck ISD
P.O. Box 559
Groesbeck, TX 76642-0559

Re: General Legal Services Agreement

Dear Dr. Cowley:

Thank you for your interest in the law firm of Leon | Alcala, PLLC. We would be delighted to represent you on an as-needed basis in connection with general counsel legal services without an annual retainer fee. The purpose of this letter is to set forth the agreement between you, the "Client", and the law firm with respect to the terms of the engagement.

The Client hereby retains the law firm of Leon | Alcala, PLLC (the "Firm") to provide general legal counsel and representation in matters requiring legal services, as requested by the Client.

NO FEE: QUESTION CALL SERVICES

As a Client, your administration will have access to the firm's attorneys to respond to unlimited routine Question Calls at **no fee to the Client**. "Question Calls" are calls to attorneys that are routine calls and do not require any legal research or written work product. In other words, the attorney can give you a quick answer or recommendation. Question Calls are unlimited and can also be used for a second opinion. The firm maintains a 24-hour answering service and will respond to all calls in a timely manner to Question Calls.

NO RETAINER: GENERAL LEGAL SERVICES

General legal services provided by the firm include, but are not limited to: employment law, student issues, civil rights issues, procurement, 504 accommodation, real estate, construction, litigation, open government, public information act requests, and intellectual property. As a Client, ***you will not be charged an annual retainer fee*** for general legal services. Rather, in the event substantive legal work is requested, general counsel services will be provided at the hourly rates set forth further below. Firm attorneys will confirm with the Client that the Client would like the firm to conduct more extensive representation before billing the Client.

Firm attorneys maintain daily time records, in 1/10 hour increments. Monthly invoices identify the legal professional performing the work, describe the legal work performed, and record the time expended on each task. Invoices will provide separate totals for “no charge” question call services and billable legal services and expenses followed by a combined total of services and costs. Fees and expenses are due and payable within thirty days after the date of billing.

The firm also performs transactional work in connection with Texas Tax Code Ch. 313 Agreements and municipal bond counsel services. These transactional services are provided on a transactional fee basis and will be provided under a separate engagement agreement. Please contact the firm if you require legal services in connection with a Chapter 313 Agreement or bond transaction.

NO FEE TO TACS MEMBERS: THREE HOURS OF LEGAL TRAINING

Client will have access to one board or administrator legal training session—in person or virtually-- at no fee for up to three hours each year. For school district clients that are members of the Texas Association of Community Schools (“TACS”) in good standing, there will be no fee for this training; we will bill only the incurred cost of travel. Additional training sessions will be provided per Client request at the regular hourly rate for legal services. Please see the firm’s website at leonalcala.com/training/ for sample training topics and agendas. The firm will also customize trainings to meet the Client’s specified needs upon request.

For non-TACS member clients, the firm will provide legal training on an as-needed basis based upon the fee schedule below. The firm only bills for half of the attorney’s hourly rate for travel time.

SCHEDULE OF BILLABLE FEES AND EXPENSES

For hourly work, the firm has a sliding fee scale for attorneys based upon the experience of the attorney. The firm reserves the right to increase its hourly rate during the term of this Agreement, particularly in the event of unanticipated increases in the costs of doing business, but only after first providing Client with notice of the proposed change in rates and permitting Client the opportunity to terminate the Agreement.

The firm bills attorney and paralegal time on the following fee scale:

Partner / Senior Attorney / of Counsel	\$340.00 per hour
Senior Associate	\$290.00 per hour
Associate	\$275.00 per hour
Paralegal	\$130.00 per hour
Legal Assistant	\$100.00 per hour
Travel Time	$\frac{1}{2}$ the Attorney’s hourly rate

The Firm charges only for expenses that represent direct costs of the delivery of legal services. Expenses are to be billed as follows:

In-house photocopies:	15¢ per copy
Electronic Library Charges:	\$95.00 per hour (not to exceed \$350/month)
Outside photocopy services:	At cost as billed by provider
Postage:	At cost
Litigation expenses (consultants, expert witness, court reporter, graphic exhibits):	At cost
Mileage:	Current IRS rate (.585/mile)
Travel/Lodging:	At cost
Courier Services:	At cost

TERMINATION

This Agreement may be terminated by either party at any time. Additionally, the firm's rules of professional conduct require us to terminate this agreement if:

- (a) Either the Client or firm requests termination;
- (b) The Client insists on presenting a claim or defense that is not warranted under existing law and cannot be supported by good-faith argument for an extension, modification, or reversal of existing law; or
- (c) The Client insists that the firm pursue a course of conduct that is illegal or that is prohibited under the disciplinary rules or disregards an agreement or obligation to the firm as to expenses or fees for services rendered.

In the event of withdrawal from employment, the firm will take reasonable steps to avoid foreseeable prejudice to the rights of Client, including giving due notice to Client, allowing time for employment of other counsel, delivering to Client all papers and property to which Client is entitled, and complying with the applicable laws and rules.

FIRM COMMUNICATIONS

Our Clients are protected by law and by the disciplinary rules to which attorneys are subject. No attorney can be compelled to reveal anything a client says to him or her, except in instances where a person's life may be endangered, or as prescribed by section 261.101 of the Texas Family Code regarding child abuse, or where the client communication is made in the presence of others who are not represented by the attorney. The reason for this protection is that the interests of the client are best served when the client's attorneys are fully informed of all the facts well in advance of any possible contest.

The firm pledges to keep the Client advised on how any legal matter is progressing, based on information received from the court, opposing party, and from the Client. The firm will routinely send Client copies of all pleadings, discovery, and correspondence for Client's information. Day-to-day communication between Client and the firm is typically between the Superintendent (and appropriate administrative staff) and the firm. The Client may also identify specific staff members who are authorized to access the services of the Firm. In accordance with this written Agreement and any relevant Board operating procedures, individual Trustees shall channel legal inquiries through the Superintendent or Board designee, as appropriate, when advice or information from legal counsel is sought. A report of legal advice received shall be presented to the Board when deemed appropriate by the administration or upon request of the Board.

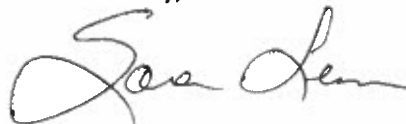
The Client's records management officer is responsible to ensure compliance with the applicable minimum retention schedules. The firm shall return any original instruments to the Client. However, **unless notified to the contrary, in writing, the Firm reserves the right and privilege to destroy files five (5) years from the date a file matter is closed.** If Client fails to request, in writing, the return of any items, Client consents that said items may be destroyed after the passage of five (5) years from the date the file or matter is closed.

The Texas Supreme Court and Courts of Appeals have adopted the Texas Lawyer's Creed as a mandate to the legal profession in Texas. The Creed requires Texas attorneys to advise clients of the contents of the Creed when undertaking to represent a client. A copy of the Texas Lawyer's Creed is attached to this Agreement for Client's review. Client understands that the Firm may not violate this Creed. The firm has further established its independent commitment to the ethical practice of law; our statement of ethics is attached.

The State Bar of Texas investigates and prosecutes professional misconduct committed by Texas attorneys. Although not every complaint against or dispute with a lawyer involves professional misconduct, the State Bar Office of General Counsel will provide you with information about how to file a complaint. For more information, please call 1-800-932-1900. This is a toll-free call.

If the terms of this engagement agreement are acceptable, please execute below in the space provided and return it to me at sleon@leonalcala.com.

Sincerely,



Sara Hardner Leon

AGREED BY:

NAME

GROESBECK ISD

Encl: Texas Lawyer's Creed



2022-2023 Legal Services Program Agreement for TREA Members

In accordance with Board Policy BDD(LOCAL), the undersigned (“*Client*”) retains the law firm of Powell Law Group, LLP (“*Firm*”) to serve as the Client’s general legal counsel and attorney in matters requiring legal services, as requested by Client. Services to be performed and compensation to be paid by the Client are set forth in this Legal Services Program Agreement (“*Agreement*”) between the Client and the Firm.

Legal Services – By joining the Texas Rural Education Association (“TREA”), members may participate in the Firm’s Legal Services Program and receive the following legal services:

- Prompt access to a school attorney (including access after-hours);
- Toll-free telephone access (800-494-1971);
- Electronic *Ed Clips!* and *Client Alerts!*;
- Teacher/SPED/Administrator/Other trainings are available at a reduced rate;
- All requested legal services at Firm’s reduced TREA LSP member hourly rate;
- Complimentary insurance audit evaluating all existing insurance coverage upon request of Client;
- General and special education counsel legal services;
- Access to Center for School Governance training (*See enclosure*).

Additional Transaction Services

- The Firm routinely serves as legal counsel to school districts in connection with 313 Economic Development Agreements. Legal fees are paid from the application fee.
- Government relation services are offered under individual government relations or coalition agreements.
- The Firm is a leading public finance firm recognized by the *Bond Buyer’s Municipal Market Place (Red Book)* and performs bond counsel services at the Client’s request. Bond counsel services are provided through bond counsel agreements. Cost and fees are paid as a part of cost of issuance.

Client shall receive prompt responses to all legal inquiries. The Firm responds to any “question calls” (that is, telephone consultation of a routine nature that requires no research or drafting effort and that is not part of an ongoing legal matter) at no charge. The Firm regularly publishes *Ed Clips!* and *Client Alerts!* on subjects of interest to school administrators. Training and resource materials are generated for each training session and presented in a format that Client may distribute. If Client desires training sessions, training will be provided at the Firm’s reduced LSP member hourly rate.

Annual Retainer and Hourly Fees – Client agrees to an annual TREA membership fee for participation in the Firm’s Legal Services Program for the 2022-2023 School Year. The TREA membership cost has not increased this year. (*Firm’s annual retainer is waived for TREA member districts*). All requested legal services shall be provided at the Firm’s reduced LSP member rate.



Monthly Statements – Firm attorneys maintain daily time records in 1/10-hour increments. Monthly invoices identify the person performing the work, describe the legal work performed, and record the time expended on each task. Invoices provide separate totals for services and expenses, followed by a combined total of services and costs. Fees and expenses are due and payable within thirty days after the date of billing.

Expenses – As part of the computation of legal fees, the following costs are billed at the amount incurred by the Firm: court costs, deposition costs, postage, filing fees, travel expenses, courier fees, consultant’s fees and other professional fees incurred on Client’s behalf (including specialized counsel), and other disbursements. Expenses are included separately within each invoice. (*See Schedule of Fees and Expenses*).

Of Counsel – Client understands that attorneys may serve the Firm in an Of Counsel relationship. Client consents to the involvement of attorneys in an Of Counsel relationship to the Firm and understands that these individuals may be involved from time to time in the delivery of the Firm’s legal services.

Insurance Defense – Client shall make every effort to require its insurance carrier to assign its litigation cases to the Firm. Client agrees that any costs or time incurred by the Firm on litigation, but not paid by Client’s insurer(s), shall be borne by Client.

Termination and Withdrawal – This Agreement may terminate, and the Firm may withdraw from Client’s representation at any time if:

- (a) Client or the Firm requests termination;
- (b) Client insists on presenting a claim or defense that is not warranted under existing law and cannot be supported by good-faith argument for an extension, modification, or reversal of existing law; or,
- (c) Client insists that the Firm pursue a course of conduct that is illegal or that is prohibited under the disciplinary rules or disregards an agreement or obligation to the Firm as to expenses or fees for services rendered.

In the event of withdrawal from employment, the Firm will take reasonable steps to avoid foreseeable prejudice to the rights of Client, including giving due notice to Client, allowing time for employment of other counsel, delivering to Client all papers and property to which Client is entitled, and complying with the applicable laws and rules.

CLIENT UNDERSTANDS THAT THE FIRM HAS MADE NO REPRESENTATION CONCERNING THE SUCCESSFUL OUTCOME OF ANY LEGAL ACTION THAT IS OR MAY BE FILED AND HAS NOT GUARANTEED THAT THE FIRM WILL OBTAIN REIMBURSEMENT TO CLIENT OF ANY OF THE FEES, COSTS, AND/OR EXPENSES INCURRED BY CLIENT IN THE PROSECUTION OR DEFENSE OF SAID CLAIM OR CLAIMS. CLIENT FURTHER EXPRESSLY ACKNOWLEDGES THAT ALL STATEMENTS OF ATTORNEY ON THESE MATTERS ARE STATEMENTS OF OPINION ONLY.



Confidentiality – Conversations between an attorney and a client are protected by law and by the disciplinary rules to which attorneys are subject. No attorney can be compelled to reveal anything that a client says to him or her, except in instances where a person’s life may be endangered or as prescribed by section 261.101 of the Texas Family Code regarding child abuse. The reason for this protection is that the experience of many hundreds of years has proved that the interests of the client are best served when the client’s attorneys are fully informed of *all* the facts well in advance of any possible contest.

Electronic Mail – The Firm will attempt to promptly check for and respond to any e-mail correspondence from Client. Client understands that e-mail correspondence is not as secure as mail through the Postal Service and that e-mail can be intercepted by third parties. By the sending of an e-mail to the Firm, Client consents to the Firm responding and using e-mail in the future to communicate with Client and Client bears all risks of the loss of privacy that may occur with e-mail communication and releases the Firm from any liability for loss of privacy.

Information and Communication – The Firm pledges to do its best to keep Client advised on how any legal matter is progressing, based on information received from the court, opposing party, and from Client. The Firm routinely sends to Client copies of all pleadings, discovery, and correspondence for Client’s information. Day-to-day communication between Client and the Firm is typically between the Superintendent (and appropriate administrative staff) and the Firm. The LSP Response Form below invites the Superintendent to identify specific staff members, if desired, who are authorized to access the services of the Firm. In accordance with this written Agreement and Board Policy BDD(LOCAL), individual Trustees shall channel legal inquiries through the Superintendent or Board designee, as appropriate, when seeking advice or information from the District’s legal counsel. A report of legal advice received shall be presented to the Board when deemed appropriate by the administration or upon request of the Board.

Duty to Advise of Current Address – Client agrees to keep the Firm advised of any changes in address, all telephone numbers, and e-mail addresses.

Records Management and Destruction of File – Client’s records management officer is responsible to ensure compliance with the applicable minimum retention schedules. The Firm shall return any original instruments to Client; however, **unless notified to the contrary, in writing, the Firm reserves the right and privilege to destroy files five (5) years from the date a file matter is closed.** If Client fails to request, in writing, the return of any items, Client consents that said items may be destroyed after the passage of five (5) years from the date the file or matter is closed.

Texas Lawyer’s Creed – The Texas Supreme Court and the Texas Court of Criminal Appeals have adopted the Texas Lawyer’s Creed as a mandate to the legal profession in Texas. The Creed requires Texas attorneys to advise clients of the contents of the Creed when undertaking to represent a client. A copy of the Texas Lawyer’s Creed is attached to this Agreement for Client’s review. Client understands that the Firm may do nothing which violates this Creed.



Notices to Client – The State Bar of Texas investigates and prosecutes professional misconduct committed by Texas attorneys. Although not every complaint against or dispute with a lawyer involves professional misconduct, the State Bar Office of General Counsel will provide you with information about how to file a complaint. For more information, please call 1-800-932-1900. This is a toll-free call. In compliance with TEX. GOVT. CODE § 2270.002, the Firm hereby affirms that it has not and will not boycott Israel during the term of this Agreement and that it is not identified on a list prepared and maintained under TEX. GOVT. CODE §§ 806.051, 807.051, or 2252.153.

Texas Law – Texas law shall govern this Agreement. If any part or provision of this Agreement shall be held to be illegal, then such illegal provision shall be deleted, shall not affect any other part of this Agreement, and this Agreement shall be construed as if such illegal provision had never been contained herein.

Schedule of Fees and Expenses

Members of the Firm’s Legal Services Program receive a reduced hourly fee for services from the Firm’s attorneys, as well as “question call” services at no cost to Client. The Firm has a sliding fee scale for attorneys, based upon the experience of the attorney. The maximum hourly rate for PLG attorney time is currently \$300.00 per hour (reduced from the full fee of \$400.00 per hour for non-LSP members). Fees may be charged for paralegal services or administrative services at a billing rate of \$100.00-\$130.00 per hour. The Firm reserves the right to increase its hourly rate during the term of this Agreement, particularly in the event of unanticipated increases in the costs of doing business, but only after first providing Client with notice of the proposed change in rates and permitting Client the opportunity to terminate the Agreement. The Firm charges attorney time on the following fee scale:

Partner/ of Counsel	\$300.00 per hour
Senior Associate	\$285.00 per hour
Junior Associate	\$250.00 per hour
Senior Law Clerk	\$150.00 per hour
Paralegal	\$130.00 per hour
Legal Assistant	\$100.00 per hour
Travel Time	One-half the hourly rate

PLG charges only for expenses which represent direct costs of the delivery of legal services. Expenses are to be billed as follows:

In-house photocopies	\$0.25 per copy
Electronic Library Charges	\$95.00 per hour (not to exceed \$300/month)
Telicon	No charge
Bill Summaries	No charge
Outside photocopy services	At cost as billed by provider



Schedule of Fees and Expenses (Continued):

Postage	At cost
Litigation expenses (consultants, expert witness, court reporter, graphic exhibits)	At cost
Mileage: (No charge for return trip)	\$0.585/mile (or current IRS rate)
Travel/Lodging	At cost
Courier Services	At cost



A handwritten signature in blue ink, appearing to read 'Blake G. Powell', written over a horizontal line.

Blake G. Powell, Partner
Powell Law Group, LLP

A handwritten signature in blue ink, appearing to read 'Jay Youngblood', written over a horizontal line.

Jay Youngblood, Partner
Powell Law Group, LLP

EXECUTED ON BEHALF OF THE LEGAL SERVICES PROGRAM MEMBER CLIENT BY:

Signature

Date

Printed Name: _____

Title: _____

Client Name: _____

[This original is for your file.]





Blake G. Powell, Partner
Powell Law Group, LLP



Jay Youngblood, Partner
Powell Law Group, LLP

EXECUTED ON BEHALF OF THE LEGAL SERVICES PROGRAM MEMBER CLIENT BY:

Signature

Date

Printed Name: _____

Title: _____

Client Name: _____

[Please return this form in the self-addressed stamped envelope.]



2022-2023 Legal Services Program Response Form

-
- Yes, I would like to enroll in Powell Law Group's TREA Legal Services Program for the 2022-2023 School Year. I am enclosing a check made payable to the Texas Rural Education Association for 2022-2023 Membership.
 - Yes, I would like to enroll in Powell Law Group's Legal Services Program for the 2022-2023 School Year. Please ask TREA to invoice me the 2022-2023 TREA LSP membership fee after August 31, 2022.
 - Yes, I would like to enroll in Powell Law Group's Legal Services Program for the 2022-2023 School Year. Our school district has paid TREA for the 2022-2023 TREA LSP membership.

Name: _____ Title: _____

School: _____ Date: _____

Superintendent's Current Electronic Mail Address: _____

Client's Tax-Exempt ID No.: _____

Other administrators/categories of administrators authorized to contact Firm:

Name/Email: _____

Special Education/504 Contact: _____

Business Manager/CFO: _____

Board President E-mail: _____

Electronic mail address of other administrator(s) who wish to receive PLG's *Ed Clips!* & *Client Alert!*

Powell Law Group, LLP

EIN No.: 74-2768755

[Please return this form in the self-addressed stamped envelope.]

F. Texas Education Agency (TEA) Waivers	
G. Contract for Communities In Schools of the Heart of Texas Support Services 2022-2023 School Year	40



**Agreement for Communities In Schools of the Heart of Texas Support Services
2022-2023 School Year**

The Texas Education Agency (“TEA”) administers the Communities In Schools (“CIS”) program in accordance with the Texas Education Code §33.152 and provides guidance to local CIS programs for implementation of programs statewide based on a model designed for Texas.

The primary goals of CIS are to help students who demonstrate early warning signs for dropping out of school, to improve in academics, attendance, and/or behavior and, ultimately, to stay in school and graduate.

Parties to Agreement

This contract is entered into by and between the **Groesbeck Independent School District**, hereinafter referred to as “District”, and **Communities In Schools of the Heart of Texas**, a 501(c)3 non-profit organization, hereinafter referred to as “CIS”.

The Parties agree to enter into a cooperative effort to provide school-based support services to at-risk students and their families.

In support of this agreement, CIS shall:

1. Fully implement and adhere to CIS program requirements on each campus served by CIS, in accordance with the guidance provided by the Texas Education Agency which has established rules and procedures for the operation of the program.
2. Provide overall management and supervision of CIS programs and employees on named District campuses. CIS employees assigned to District campuses are responsible for developing, implementing, and managing the CIS program and activities under the direction of the CIS Chief Executive Officer and the CIS Board of Directors. While CIS employees are an additional resource and support to the campus, TEA requirements as well as CIS responsibilities restrict them from accepting additional duties generally fulfilled by District employees (administrative, clerical, substitute teacher, or otherwise). However, CIS staff are willing to show their support by assisting the campus in other ways.
3. Follow the calendar of the assigned District. All CIS campus employees are classified by the U.S. Department of Labor and the Texas Workforce Commission as non-exempt. No CIS employee may work overtime (more than 40 hours per week) without the prior and expressed authorization from the CIS Chief Executive Officer.
4. Develop and provide the principal of the assigned campus with a CIS Campus Plan. The CIS Campus Plan is an annual, formal written agreement developed by CIS and signed by the principal, which contains all the information, requirements, standards, processes, and forms necessary to develop a plan that reflects the service needs of a campus and its students, as well as all of the services that will be provided to students and their families. The CIS Campus Plan includes an Agreement which addresses the role of CIS in the Campus Improvement Plan, the access to student records that CIS will have, the sharing of student data, CIS responsibilities, school responsibilities, reporting of data, and any other issues critical to the success of the CIS program.

5. Implement the Texas Education Agency's Case Management Model utilizing the full array of the following six (6) component services to meet the diverse needs of CIS students and their families:
 - Supportive Guidance/Counseling
 - Health & Human Services
 - Academic Support
 - Enrichment Activities
 - Parent and Family Engagement
 - Career and College Readiness
6. Provide multidisciplinary case management for students and coordinate the resources of the community to benefit students and families. Per TEA requirements, each full-time CIS Site Coordinator is required to case manage no more than 100 at-risk students.
7. Ensure the integrity of the CIS program service delivery initiatives by providing training and support (managerial, administrative, logistical and technical) to all CIS staff assigned to District campuses.
8. Provide periodic progress reports to the District's CIS Representative as well an annual report of program outcomes.
9. Safeguard all student data and information according to TEA policy for CIS programs as well as federal and state laws, specifically FERPA, HIPPA, and HB300.

In support of this agreement, the District shall:

1. Facilitate and support the implementation and adherence to CIS program requirements on each campus served by CIS.
2. Allow CIS Staff to obtain written parental consent to access student records and render services using the official Texas Education Agency Parent Consent and Release of Information forms.
3. Allow CIS, with written parental consent, access to student information such as school records, test scores, attendance, free/reduced lunch status, at-risk list, public assistance status, and grades through access to all necessary student databases including but not limited to: Eduphoria, TEAMS, TxEIS, etc.
4. Allow CIS, in the absence of written parental consent, but acting at the request and on behalf of the District/Campus, access to student information in order to provide services. This allows the local CIS program to provide crisis type services, at the request of a school official, until a signed Parental Consent- Release of Information (PC-ROI) form is obtained.
5. Identify CIS as a Contract Provider who will be granted access to student data and listed in the District's FERPA notification to parents, i.e.; "Code of Conduct Book", "Student Handbook", etc.
6. Include CIS as a partner in addressing dropout issues and is so written into the District and Campus Improvement Plans (note: TEA requires that CIS be included in the District and Campus Improvement Plans).
7. Provide each CIS Staff with office space, to include: a computer with internet and District software programs access (to facilitate communication and student data retrieval), office furniture, phone, printer/access to a printer, janitorial services, maintenance/repair, and utilities.
8. Assist with distribution and collection of Parent Consent Forms by adding the CISHOT PC-ROI in all Campus Registration Documents – electronic or paper

CIS Support Services will be provided by (4) full-time professional staff at the following campus:

- Groesbeck High School
- Groesbeck Middle School
- Enge Washington Intermediate School
- H.O. Whitehurst Elementary School

Total cost for CIS Support Services in Groesbeck ISD for 2022-2023 - \$290,292 of which:

- CIS agrees to pay \$170,292 which represents 59% of the total cost
- Groesbeck ISD agrees to pay \$120,000, which represents 41% of the total cost.

Timeline: 7-1-2022 agreement signed and due back to CIS
9-1-2022 CIS will send first invoice to District

The term of this agreement shall be from September 1, 2022 through August 31, 2023, which is automatically extended for one calendar year on the first day of every August, unless one or both parties request modification of, or the cancellation of this agreement, prior to June 30 of any year. Either party may cancel this agreement if thirty days written notification is provided to the other party.

Groesbeck Independent School District

Dr. James B. Cowley _____
Superintendent, GISD Signature Date

Communities In Schools of the Heart of Texas

Aaron Mize _____
Chief Executive Officer, CIS-HOT Signature Date

H. Petroleum Traders Corporation Fuel Contract Extension
I. Valley View Consulting, LLC Investment Advisory

44



Investment Provider Certification
Valley View Investment Advisory Client

Name: Valley View Consulting, L.L.C.
Address: 2428 Carters Mill Road
Huddleston, VA 24104-4003

Phone Number: 540.297.3419
Email: rglong@valleyviewconsultingllc.com

Qualified Representative: Richard G. Long, Jr.
Title: Manager

I, Richard Long, in compliance with the Public Funds Investment Act of the State of Texas, acknowledge that in the normal course of providing investment advisory services Valley View Consulting has:

- 1) Received and reviewed (and in most cases, provided edits and suggestions to) the investment policy; and
- 2) Implemented reasonable procedures and controls in an effort to preclude investment transactions that are not authorized by the investment policy, except to the extent that this authorization is dependent on the analysis of the makeup of the entire portfolio or requires an interpretation of subjective investment standards, or relates to investment transactions of the entity that are not made through accounts or other contractual arrangements over which Valley View Consulting has accepted investment authority.

A handwritten signature in cursive script that reads "Richard G. Long Jr." is displayed on a light green background.

Richard G. Long, Jr.
Manager
April 27, 2022

J. 2022-2023 Student School Supplies
K. White Fleet: 2 Trucks for CTE (Ag and Construction)
L. Purchase of Document Cameras
M. ESC Region 12 TCLAS Grant Training Agreement

46



DATE: 04/13/2022
TO: Dr. James Cowley
DISTRICT: GROESBECK ISD
FROM: Katie Holcomb

HQIM Cohort Plan-
 Package Includes:
 Professional Development: 6 total days (scheduled at ESC 12)
 Administrative Support: 2 Total Days - dispersed through contract
 Implementation Walks: 4 half days each semester (walks with campus admin- look for strengths and next steps)

total pkg: price: \$5645 per product per grade band (2 Cohorts)

Amplify: 6-8 4 teachers Debra Humphrey
 Odell: HS 9-10 2 teachers Kathryn Allen

Cohort Total:
 \$11,290

Comprehensive Package:
 ESC12 TCLAS 2A Comprehensive Professional Learning Plan
 Spring 2022- Virtual Series to assist with implementation and launch plan (no charge)
 Materials Launch- R12 Curriculum Specialist "on call" to support implementation of first unit
 Customized On-Site Professional Development (4 Days: Summer, Fall, Winter, Spring- scheduled with district)
 On-Site Coaching and Implementation Support (9 Days: Scheduled with district)

Eureka K-5 Math: 25 teachers Jenny Glaser
 Total: \$16,400

Total for both packages: 27, 690

Date(s): 08/01/2022 to 05/31/2023

Location: Enge-Washington Intermediate School, Groesbeck High School, Groesbeck Middle School, H. O. Whitehurst Elem School

Contractual Agreement

Delivery formats may include, but are not limited to, instructional coaching, professional development, planning, and conferencing.

One day entails one specialist working with teachers, specialists, and/or administrators to address instructional practices and discuss strategies that can be used to support students receiving General Education services.

Authority for Services

Authority for such services is granted by Chapter 791 of the Texas Government Code (which authorizes local governments to contract with each other to provide governmental functions and services) and Chapter 8 of the Texas Education Code (which provides local governments greater efficiency and economy in purchasing products and services from Education Service Centers).



101 Hickey Boulevard, Suite A #526
 South San Francisco, CA 94080
 www.educationelements.com
 bizops@edelements.com

EXHIBIT A - STATEMENT OF WORK

This SOW Number **2022-01** is issued under and subject to all of the terms and conditions of the Master Services Agreement between Education Elements, Inc. ("**EdElements**") and **Groesbeck Independent School District** ("**Customer**"), dated as of **April 19, 2022**,

This SOW shall become effective (the "**Effective Date**") upon the date it is signed by both Parties.

EE Partner:	Shelby McIntosh
Pricing Valid to:	05/19/2022
Type:	New Customer

Customer Information

Organization Name:	Groesbeck ISD
Customer Contact Name:	Dr. James Crowley, Superintendent Cc: Cynthia Ensminger
Customer Phone:	254-729-4140
Customer Email:	c.ensmi@groesbeckisd.net

Billing Contact Name:	Cynthia Ensminger, Director of Instructional Services
Billing Address:	1202 N. Ellis Groesbeck, Texas 76642
Billing Phone:	254-729-4140
Billing Email:	c.ensmi@groesbeckisd.net

Invoices will be delivered via email.

Offering

Services Fees (See Appendix A for additional details)

Service Name	Service Description	Dates	Fees
Professional Services	Education Elements will provide design and implementation services to support the districts Planning Year of its Math Innovation Zones planning grant.	05/01/2022 - 09/30/2022	\$55,000.00
Total Fees:			\$55,000.00

General Terms

- By signing this SOW, you are offering to subscribe and/or acquire (as applicable) the applications and/or services listed above. Your offer becomes a binding commitment upon acceptance by Education Elements, and is not subject to the issuance of any further purchase orders, confirmations or other events. The MSA and this SOW represent the entire agreement between the parties and cannot be overridden by terms contained in any later received document unless the additional terms are accepted in writing by Customer and Education Elements. Without limiting the generality of the foregoing, no condition of your order, to which notice of objection is hereby given, or in any future correspondence between us shall alter or supplement the terms of the MSA or this SOW, unless in writing executed by both parties. Neither Education Elements' performance nor delivery shall be construed as an acceptance of Customer's additional or different terms.
- This SOW may be executed in counterparts and may be exchanged by facsimile or electronically. Each such counterpart shall be deemed an original, all of which together shall constitute one and the same instrument.

Special Terms

- None.**



STEMscopes Quote

Quote/Invoice Number: 00075723
 Account Name: Groesbeck Independent School District
 Shipping Address: 1202 N Ellis St
 Groesbeck, Texas 76642-2111
 United States
 Contact Name: Cindy Ensminger

MAIL PAYMENTS TO:
 Division: Accelerate Learning Inc.
 Company Address: PO BOX 732464
 Dallas, 75373-2464

Created Date: 5/2/2022 Start Date: 7/15/2022
 Prepared By: Neil McKeown

The quantity below represents the total number of students for each grade level.

Product Name	ISBN	Grade	Quantity	Years	List Price	Sales Price	Total Price
TX Grade K Online	978-1-93662-099-9	K-5	120.00	2 Years	\$5.25	\$9.50	\$1,140.00
TX Grade K Print Bundle -Streamlined	978-1-64168-632-7	K-5	120.00	2 Years	\$11.00	\$22.00	\$2,640.00
TX Grade K Hands On Kit - YEAR 1	978-1-63037-002-2	K-5	6.00	1 Year	\$675.00	\$675.00	\$4,050.00
TX Grade 1 Online	978-1-93662-096-2	K-5	122.00	2 Years	\$5.25	\$9.50	\$1,159.00
TX Grade 1 Print Bundle -Streamlined	978-1-64168-590-0	K-5	122.00	2 Years	\$11.00	\$22.00	\$2,684.00
TX Grade 1 Hands On Kit - YEAR 1	978-1-63037-011-4	K-5	6.00	1 Year	\$775.00	\$775.00	\$4,650.00
TX Grade 2 Online	978-1-93662-097-5	K-5	106.00	2 Years	\$5.25	\$9.50	\$1,007.00
TX Grade 2 Print Bundle -Streamlined	978-1-64168-596-2	K-5	106.00	2 Years	\$11.00	\$22.00	\$2,332.00
TX Grade 2 Hands On Kit - YEAR 1	978-1-63037-020-6	K-5	5.00	1 Year	\$1,050.00	\$1,050.00	\$5,250.00
TX Grade 3 Online	978-1-93662-096-8	K-5	128.00	2 Years	\$5.25	\$9.50	\$1,216.00
TX Grade 3 Print Bundle -Streamlined	978-1-64168-602-0	K-5	128.00	2 Years	\$11.00	\$22.00	\$2,816.00
TX Grade 3 Hands On Kit - YEAR 1	978-1-63037-029-9	K-5	3.00	1 Year	\$1,300.00	\$1,300.00	\$3,900.00
TX Grade 3 Consumable Kit - YEAR 1	978-1-63037-096-8	K-5	3.00	1 Year	\$500.00	\$500.00	\$1,500.00
TX Grade 4 Online	978-1-93662-095-1	K-5	123.00	2 Years	\$5.25	\$9.50	\$1,168.50
TX Grade 4 Print Bundle -Streamlined	978-1-64168-608-2	K-5	123.00	2 Years	\$11.00	\$22.00	\$2,706.00
TX Grade 4 Hands On Kit - YEAR 1	978-1-63037-038-1	K-5	1.00	1 Year	\$1,300.00	\$1,300.00	\$1,300.00
TX Grade 4 Consumable Kit - YEAR 1	978-1-63037-098-5	K-5	4.00	1 Year	\$450.00	\$450.00	\$1,800.00
TX Grade 5 Online	978-1-93662-094-4	K-5	125.00	2 Years	\$5.25	\$9.50	\$1,187.50
TX Grade 5 Print Bundle -Streamlined	978-1-64168-614-3	K-5	125.00	2 Years	\$11.00	\$22.00	\$2,750.00
TX Grade 5 Hands On Kit - YEAR 1	978-1-63037-047-3	K-5	1.00	1 Year	\$1,075.00	\$1,075.00	\$1,075.00
TX Grade 5 Consumable Kit - YEAR 1	978-1-63037-100-5	K-5	3.00	1 Year	\$350.00	\$350.00	\$1,050.00
TX Grade 6 Online	978-1-93662-093-7	MS	122.00	2 Years	\$5.95	\$10.90	\$1,329.80
TX Grade 6 Print Bundle -Streamlined	978-1-64168-620-4	MS	122.00	2 Years	\$18.00	\$36.00	\$4,392.00
TX Grade 6 Hands On Kit - YEAR 1	978-1-63037-055-8	MS	1.00	1 Year	\$1,075.00	\$1,075.00	\$1,075.00
TX Grade 6 Consumable Kit - YEAR 1	978-1-63037-101-2	50 MS	3.00	1 Year	\$225.00	\$225.00	\$675.00
TX Grade 7 Online	978-1-93662-092-0	MS	129.00	2 Years	\$5.95	\$10.90	\$1,406.10
TX Grade 7 Print Bundle -Streamlined	978-1-64168-624-2	MS	129.00	2 Years	\$18.00	\$36.00	\$4,644.00

STEMscopes Quote

TX Grade 7 Hands On Kit - YEAR 1	978-1-63037-060-2	MS	1.00	1 Year	\$900.00	\$900.00	\$900.00
TX Grade 7 Consumable Kit - YEAR 1	978-1-63037-102-9	MS	3.00	1 Year	\$275.00	\$275.00	\$825.00
TX Grade 8 Online	978-1-93662-091-3	MS	148.00	2 Years	\$5.95	\$10.90	\$1,613.20
TX Grade 8 Print Bundle -Streamlined	978-1-64168-628-0	MS	148.00	2 Years	\$18.00	\$36.00	\$5,328.00
TX Grade 8 Hands On Kit - YEAR 1	978-1-63037-065-7	MS	1.00	1 Year	\$1,000.00	\$1,000.00	\$1,000.00
TX Grade 8 Consumable Kit - YEAR 1	978-1-63037-103-6	MS	4.00	1 Year	\$350.00	\$350.00	\$1,400.00
TX Assessment Package K-5 Online	978-1-64861-490-3	K-5	724.00	2 Years	\$1.95	\$3.90	\$2,823.60
TX Assessment Package MS Online	978-1-64861-491-0	MS	399.00	2 Years	\$1.95	\$3.90	\$1,556.10
TX Grade K Consumable Kit - YEAR 2	978-1-63037-094-7	K-5	6.00	1 Year	\$275.00	\$275.00	\$1,650.00
TX Grade 1 Consumable Kit - YEAR 2	978-1-63037-095-4	K-5	6.00	1 Year	\$275.00	\$275.00	\$1,650.00
TX Grade 2 Consumable Kit - YEAR 2	978-1-63037-096-1	K-5	5.00	1 Year	\$250.00	\$250.00	\$1,250.00
TX Grade 3 Consumable Kit - YEAR 2	978-1-63037-096-8	K-5	6.00	1 Year	\$500.00	\$500.00	\$3,000.00
TX Grade 4 Consumable Kit - YEAR 2	978-1-63037-098-5	K-5	5.00	1 Year	\$450.00	\$450.00	\$2,250.00
TX Grade 5 Consumable Kit - YEAR 2	978-1-63037-100-5	K-5	4.00	1 Year	\$350.00	\$350.00	\$1,400.00
TX Grade 6 Consumable Kit - YEAR 2	978-1-63037-101-2	MS	4.00	1 Year	\$225.00	\$225.00	\$900.00
TX Grade 7 Consumable Kit - YEAR 2	978-1-63037-102-9	MS	4.00	1 Year	\$275.00	\$275.00	\$1,100.00
TX Grade 8 Consumable Kit - YEAR 2	978-1-63037-103-6	MS	5.00	1 Year	\$350.00	\$350.00	\$1,750.00

Subtotal	\$91,298.80
Shipping	\$6,055.36
Order Total	\$97,354.16

STEMscopes Quote

CUSTOMER LICENSE TERMS AND CONDITIONS

These Customer License Terms and Conditions (these “**Terms**”) are a legally binding agreement between Accelerate Learning, Inc. d/b/a STEMscopes and/or Study Edge, Inc. /Math Nation (separately and collectively, “**ALI**”) and the customer (“**Customer**”) entering into an order (the “**Order**”) that references these Terms. For the purposes of these Terms, ALI, STEMscopes, Study Edge, Inc. and Math Nation may be used interchangeably and refer to Accelerate Learning, Inc. d/b/a STEMscopes. In the event of any conflict between these Terms and the terms and conditions elsewhere in the Order, these Terms will supersede and govern as between ALI and Customer.

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Term: Customer’s license under these Terms will terminate upon the expiration of the applicable Order. In addition, ALI may terminate Customer’s license or suspend Customer’s access to the STEMscopes Content (in whole or in part) if Customer or its employees, contractors, or users materially breach any of these Terms.



May 4, 2022

Dr. James Cowley
Groesbeck Independent School District
1202 North Ellis
Groesbeck, TX 76642

Dear Dr. Cowley,

Navarro College is committed to providing dual credit opportunities with our partners and students to deliver a high quality college-level education. We are looking forward to working with you for the 2022-2023 academic year.

The revised agreement, which meets all related Texas Administrative Code and Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) requirements, is beneficial to all parties. The agreement assesses the statewide goals and outlines eligibility requirements and responsibilities of the College, School District, and Students.

Please review the attached revised Partnership Agreement and advise if you have questions or comments. If acceptable, please sign, date and return the attached agreement to:

Jeanette Underwood
Dean of Dual Credit
Waxahachie Campus
1900 John Arden Dr.
Waxahachie, TX 75165
Email: jeanette.underwood@navarrocollege.edu or renae.tribble@navarrocollege.edu

This revised agreement replaces previous editions.

Thank you in advance for your kind assistance in this matter.

Sincerely,

Carol Hanes, Ed. D.
Vice President for Academic Affairs

Part I: General Information

Navarro College is pleased to propose a joint partnership effort with Groesbeck Independent School District for the 2022-2023 academic year, hereafter referred to as “the I.S.D.,” to provide high school students an opportunity to take selected college-level academic and/or career and technical courses for both high school credit and college credit. Students must meet requirements established by the Texas Higher Education Coordinating Board (THECB) and the Texas Education Association as outlined in the Texas Administrative Code Rule 4.85:

Alignment of Navarro College Dual Credit Program Goals to the Texas Higher Education Coordinating Board Dual Credit Statewide Goals:

THECB Statewide Dual Credit Goals	Navarro College Dual Credit Program Goals
<p>Goal 1: Independent school districts and institutions of higher education will implement purposeful and collaborative outreach efforts to inform all students and parents of the benefits and costs of dual credit including enrollment and fee policies.</p> <ul style="list-style-type: none"> ▪ Measures of Implementation and examples of items to include in documentation: Collaboration between ISDs and IHE partner(s) to host informational sessions for students and parents on dual credit opportunities, benefits, and cost; ISD and IHE dual credit webpages reflect the most current dual credit program information including enrollment and fee policies, hosting dual credit 101 sessions for high school counselors, collaboration between ISDs and IHE partner(s) on a marketing campaign, documentation summarizing collaboration and outreach efforts of IHEs; and secondary school partners will be readily available and posted. 	<p>Goal 1: Provide high school students the opportunities to a smooth transition from high school into college. Continue to increase communication to all parties with our dual credit population.</p> <ul style="list-style-type: none"> ▪ Measurements of Implementation: ▪ Constant collaboration with ISD partners. ▪ Routine meetings with counselors and administrators. ▪ Dual Credit Staff presents to students and parents several times throughout the year to share program information; such as; enrollment, college expectations, benefits, costs and student services. ▪ Dual Credit webpage is updated routinely for current information. We routinely share updates and marketing materials with our partners to then share information to students and parents through handouts, email, text, and social media. ▪ Dual Credit department maintains records of all dual credit events and tracks enrollment to best communicate with all students.
<p>Goal 2: Dual credit programs will assist high school students in the successful transition to and acceleration through postsecondary education.</p> <ul style="list-style-type: none"> ▪ Metric: Examples of items included in analysis: Student enrollment in postsecondary after high school; time to degree completion; semester credit hours to degree; analysis of measures in enrollment in and persistence through, 	<p>Goal 2: Continue to create and implement guided pathways for dual credit students that align with high school pathways and graduation requirements.</p> <ul style="list-style-type: none"> ▪ Metric: ▪ Student enrollment in postsecondary after high school is tracked through THECB and internal data. ▪ Time to degree completion and semester credit

<p>postsecondary education disaggregated by student sub-population.</p>	<p>hours to degree is tracked through internal data.</p> <ul style="list-style-type: none"> ▪ Analysis of measures in enrollment in persistence through postsecondary education, disaggregated by student subpopulation is tracked through internal data. ▪ Dual credit office performs transcript audits to determine hours to degree completion, student success, and graduation opportunities. ▪ The Dual Credit Department performs student academic advising with dual credit high school students per THECB rules.
<p>Goal 3: All dual credit students will receive academic and college readiness advising with access to student support services to bridge them successfully into college course completion.</p> <ul style="list-style-type: none"> ▪ Metric: ▪ Examples of items included in analysis: Student enrollment in postsecondary after high school ▪ Time to degree completion; decrease in excess number of semester hours beyond required hours to degree completion; analysis of measures in enrollment and degree completion disaggregated by student sub-population. 	<p>Goal 3: Continue to increase academic and transition advising to our dual credit population.</p> <ul style="list-style-type: none"> ○ Metric: ▪ Student enrollment in postsecondary after high school is tracked through THECB and internal data. ▪ The Dual Credit Department performs transcript audits to determine time to degree completion, student success, and graduation opportunities. ▪ The Dual Credit Department performs academic and career goal advisement to establish a plan of enrollment for efficient use of courses in order to decrease the excess hours to completion. ▪ Collaboration with ISD's to offer more dual credit course offerings that are of high need/interest with student's field of study goals.
<p>Goal 4: The quality and rigor of dual credit courses will be sufficient to ensure student success in subsequent courses.</p> <ul style="list-style-type: none"> ○ Metric: Analysis of performance in subsequent course work. 	<p>Goal 4:</p> <ul style="list-style-type: none"> ○ The Dual Credit Department, continuously analyzes student success by course by term, as well as, performs faculty evaluations to insure student success.

Eligible Courses

- Courses offered for college credit must be identified as college-level academic courses in the current edition of the Lower Division Academic Course Guide Manual (ACGM) adopted by the Texas Higher Education Coordinating Board, or as college-level workforce education courses in the current edition of the Workforce Education Course Manual (WECM) adopted by the Texas Higher Education Coordinating Board.

- A college course offered for dual credit must be: (A) in the core curriculum of the public institution of higher education providing the credit; (B) a career and technical education course; (C) a foreign language course; or (D) a college pathway course that satisfies specific degree plan requirements leading to the completion of a Board approved certificate; AA, AS, AAS degree program, or FOSC.
- Public colleges may not offer remedial and developmental courses for dual credit. ISD is encouraged to partner with Navarro College (as required by House Bill 5, 83rd Texas Legislature) to develop and provide courses in college preparatory mathematics and English Language Arts to prepare student for success in entry-level college courses
(See HB 5 MOU)

Student Eligibility

- High school students must meet all eligibility requirements set forth in the Texas Higher Education Coordinating Board rules, and demonstrate college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative to be eligible for enrollment in a dual credit course offered by a public college. Please reference the Dual Credit Testing Requirements for detailed score information.
- A student may enroll in workforce education college courses contained in a Level 1 certificate program, or a program leading to a credential of less than a Level 1 certificate, at a public junior college or public technical institute in the eleventh and/or twelfth grade and shall not be required to provide any additional demonstration of college readiness. Students enrolling in a Level 2 certificate or applied associate degree program must demonstrate college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative.
- To be eligible for enrollment in a dual credit course offered by Navarro College, students must meet all the College's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.) to be eligible for enrollment in a college course offered by a public college.
- Ninth and tenth grade students with demonstrated outstanding academic performance and capability may be eligible to begin academic or technical college courses. Students must meet the following requirements prior to enrollment:
 - Must have a minimum overall average of 85, or an equivalent GPA, in the year preceding enrollment in college coursework.
 - Must be TSI complete in both TSI Writing and Reading or TSI Math and have successfully met the Texas Success Initiative (TSI) requirements (Reading and Writing, OR Math) for the desired college course.
 - Must have approval from the high school official, parent/legal guardian, and a Navarro College Dual Credit Coordinator.

Dual Credit Admissions

- Students must meet the following admission requirements:
 - Complete an application for Navarro College through Apply Texas.
 - Complete the online Dual Credit Enrollment Form on the NC Self-Service student portal. New students must have parent approval upon initial enrollment and all students must have high school official approval each semester enrolling.
 - Provide a current high school transcript. Incoming 9th graders may provide a final 8th grade report card.
 - Provide applicable test score reports to meet current college readiness standards and dual credit eligibility. Please reference the Dual Credit Testing Requirements page for further test score information.
 - Provide a vaccination record indicating a current bacterial meningitis vaccination if the student will be taking courses on the Navarro College campus.
- High school students who have completed 15 semester credit hours must see a Navarro College Academic Advisor or Navarro College Dual Credit Coordinator prior to enrolling in additional coursework. Students must select a Navarro College degree plan or program of study upon completion of 15 semester credit hours.
- High school students taking Navarro College courses are recognized as college students and will be treated as such, regardless of the course location. All Navarro College students, including students enrolled for dual credit, are expected to abide by the Navarro College Code of Conduct and Academic Decorum standards located in the Navarro College Student Handbook. A collegiate classroom environment is expected at all times.
- Navarro College courses, including those offered on high school campuses, may contain controversial material and mature content. Navarro College courses will not be tailored to high school learners. Parents and high school officials are encouraged to consider the maturity level of the individual student prior to approving that student's enrollment in college courses.
- Dual credit students who earn a Navarro College GPA of less than 2.0 may be removed from the dual credit program.
- Students must complete their sophomore year of high school to be eligible to enroll in summer course(s).

Additional enrollment requirements may apply.

Location of Class

- College courses may be taught on the college campus, on the high school campus, or via distance learning. In addition, college courses taught electronically shall comply with the Navarro College Standards for Quality Online Course Design and Instruction.

Deadline Requirements

- Please refer to the Navarro College Dual Credit Program deadlines for the dual credit enrollment periods. All course offering requests for the upcoming school year must be submitted to the Dual Credit Department no later than April 1st.

Composition of Class

College courses taught for dual credit may be composed of:

- Dual credit students only
- Dual credit and college credit students
- Dual credit and high school credit-only students if one of the following conditions apply:
 - The course is required by State Board of Education and the high school is otherwise unable to offer such a course.
 - The high school credit-only students are College Board Advanced Placement (AP) students.
 - The course is a career and technical or college workforce education course and the high school credit-only students are earning articulated college credit. Please note that Navarro College does not articulate credit. Therefore, all Navarro College career and technical dual credit course sections are for dual credit only and may not be mixed with regular high school students.

Faculty Selection, Supervision, and Evaluation

- Faculty members who are employed with the school district on a full-time basis and teach a Navarro College course, either inside or outside of their regular ISD duty hours, are considered employees of Navarro College for the purposes of the college course taught for dual credit and are required to meet all other Navarro College adjunct faculty requirements.
- The College shall approve instructors of college courses taught for dual credit. These adjunct faculty members must meet the same credentialing standards and complete the same approval processes as other faculty who are selected to teach the same courses at Navarro College. This includes, but is not limited to, adhering to the minimum requirements set by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
- The College cannot guarantee that a faculty member will be available to teach every dual credit course requested by the I.S.D.
- The College will supervise and evaluate instructors of college courses taught for dual credit using the same criteria and procedures as those used for other faculty at Navarro College.

Course Curriculum, Instruction, and Grading

- The College shall ensure that a college course taught for dual credit is equivalent to the corresponding course offered at Navarro College in relation to the curriculum, materials, instruction, method, and rigor of student evaluation. These standards must be maintained regardless of the student composition of the class.

- College courses taught for dual credit, regardless of location, will start and end with Navarro College's semester dates. Faculty will follow the College's calendar for all course planning, curriculum, reporting, and grading.
- College courses taught for dual credit must meet the appropriate contact hours required for each course taught.
- Final course grades must be submitted on the College's schedule.
- The only official grades currently assigned at Navarro College are mid-term and final course number grades. Navarro College does not assign progress grades to our college students. All course-grading conventions are stipulated in each instructor's course syllabus. Students are responsible for managing their status in their college course(s) and for reporting progress to their high school official. Students may obtain their current grade or course standing by the gradebook method outlined in their course syllabi. Grades provided by students should only be used as an academic check for intervention purposes and to monitor student success. As always, faculty report academic or behavioral concerns through Navarro College's Care Report system as appropriate.

Academic Policies and Student Support Services

- Regular academic policies applicable to courses taught at Navarro College also apply to college courses taught for dual credit. These policies include, but are not limited to, syllabus distribution, communication of grading policies to students, course drops, academic integrity, scholastic probation and suspension, student/instructor conflict resolution, and final course grade challenges.
- High school students in college courses are eligible to utilize the same support services that are afforded all Navarro College students. The College is responsible for ensuring timely and efficient access to such services (e.g., academic advising and counseling), to learning materials (e.g., library resources), and to other benefits for which the student may be eligible.
- High school students requesting disability accommodations in their college classes must file with Navarro College's Disability Services Department at least two weeks prior to the start of each semester. Please refer to the Navarro College Student Handbook or Navarro College Catalog for additional information.

Transcription of Credit

- For dual credit courses, both high school and college credit should be transcribed immediately upon a student's completion of the college course.

Tuition and Fees

- Navarro College offers a dual credit discount for tuition and fees for the fall and spring terms only. Navarro County residents receive a 50% discount and residents outside of Navarro County receive a 51% discount. For current tuition and fee schedules, please refer to the Navarro College Website at: <https://www.navarrocollege.edu/costs-aid/>

Funding

The state funding for dual credit courses will be available to both public school districts and colleges based on the current funding rules of the State Board of Education.

Part II: Responsibilities of Navarro College

1. A Navarro College administrator or full-time faculty member may visit dual credit classes for evaluation purposes.
2. Navarro College will conduct an orientation session for I.S.D. faculty teaching Navarro College courses as needed.
3. Appropriate Navarro College faculty and/or administrators may review major examinations in each course to determine whether students are required to master the skills and concepts identified in the course syllabus.
4. Navarro College is responsible for maintaining a college transcript for each student. All courses will be identified on the college transcript as regular college-level courses.
5. Navarro College will work with the high school administration to determine which courses will be offered for dual credit and will review the list of dual credit courses annually.
6. Navarro College reserves the right to require a minimum number of students for enrollment in each course section. If the minimum is not met, Navarro College reserves the right to cancel the course offering. Navarro College cannot guarantee the availability of every course requested by the high school.
7. All reasonable accommodations for disability services and special needs must be approved by the Navarro College Disability Services Office.
8. Navarro College is responsible for maintaining the confidentiality of all student information and records as required by the Family Educational Rights and Privacy Act (FERPA). Students who wish to allow parents or guardians to access grades or other student information must complete the Navarro College Student Record Release Form available in the Navarro College Office of Admissions or MyNC Student Portal.
9. Navarro College reserves the right to deny continued enrollments for students who display unsatisfactory academic progress.
10. Navarro College reserves the right to deny enrollment or readmission for students who violate the Navarro College Student Code of Conduct.
11. Navarro College will provide academic advisement to all dual credit students who complete 15 semester credit hours.
12. Navarro College will collaborate with school administrators to schedule dual credit information sessions, parent meetings, advising sessions, and other related events.
13. Navarro College will provide routine updates to our service area partners about tuition and fees, enrollment policies and procedures, and deadlines.

Part III: Responsibilities of the Dual Credit Instructor

1. The instructor is responsible for providing any necessary employment documents and official college transcripts to the appropriate Navarro College dean or department chair.
2. The instructor shall meet all the same requirements and guidelines as other Navarro College adjunct faculty.
3. All Navarro College faculty are required to use their Navarro College email and to check it on a regular basis.
4. Each course must be taught using and conforming to the Navarro College course syllabus for each specific course.
5. The instructor is responsible for verifying the accuracy of the Navarro College class roster(s) and reporting discrepancies to the Registrar's Office prior to the official census date.
6. The instructor is responsible for teaching the material outlined in the College course syllabus and departmental requirements.
7. The instructor will adhere to the policies and practices of Navarro College. This includes using the approved departmental syllabus, textbook, and other related materials. The high school text may serve as a supplement, if necessary, to meet the TEKS requirements.
8. Faculty members teaching a dual credit course must record student grades in Navarro College's system in accordance with the College calendar and deadlines.
9. Faculty are required to inform students of course standing, grades, etc., and must comply with all Navarro College departmental and grading policies.
10. Faculty are encouraged to report progress or potential problems to the I.S.D. as requested.
11. Faculty may not give any accommodations to students without written approval from the Navarro College Disability Services Department.
12. Instructors should treat dual credit students in the same manner as other college students.
13. Dual credit instructors will attend Convocation and/or departmental meetings each fall and spring semester. New instructors will also need to attend Canvas training as well as any training provided by the department regarding topics such as publisher materials. Competency evaluations may be required when teaching a career and technical dual credit course. Any instructor teaching hybrid or online classes must complete Canvas training and be approved for online or hybrid courses prior to teaching them. Information about upcoming Canvas training is provided by Office of Media Integration.

Part IV: Responsibilities of the School District

1. The high school is responsible for maintaining the high school transcript.
2. Every semester, the designated high school official must approve each student's enrollment in college courses, regardless of whether the student is enrolling for dual credit or college credit only.
3. The I.S.D. must provide all final official high school transcripts for graduating seniors who have completed coursework with Navarro College. Official Navarro College transcripts will not be released until the final official high school transcript is on file.
4. The I.S.D. will provide Navarro College personnel with a school calendar (including teacher in-service days, holidays, and special events).
5. The I.S.D. will provide Navarro College faculty teaching courses on the high school campus with an overview and orientation to the high school facility and procedures.
6. The I.S.D. is responsible for covering all course time outside of the College calendar and regular meeting dates and times.
7. The high school must provide a safe and secure campus environment.
8. The high school must provide an adequate college learning environment and appropriately equipped classroom facilities for each dual credit course taught on the high school campus.
9. The I.S.D., a stakeholder in student success, will communicate issues and concerns to the appropriate dean in a timely manner.
10. The high school will establish the weighted value of college-credit courses in determining high school class rank and honor graduates.
11. All dual credit enrollment and schedule changes must be finalized with the Dual Credit Department prior to the first day of classes each semester.
12. The I.S.D. will provide Navarro College personnel a proposed course offering schedule and anticipated enrollment per course by the end of March for planning the upcoming school year.
13. The I.S.D. will provide Navarro College meeting dates and times for each scheduled college course section taught on the high school campus.
14. The I.S.D. will collaborate with Navarro College dual credit staff to establish dates for information sessions, parent meetings, and student advising sessions.
15. The I.S.D. will provide professional-level personnel, as needed, to assist with enrollment and advisement of dual credit students.

16. Dual credit students must have access to all online student resources provided by the College. The Navarro College website and library resources must not be blocked by the I.S.D.
17. The I.S.D. will schedule dual credit courses in a manner which minimizes student absences due to school related activities.
18. The I.S.D. will minimize interruptions during scheduled dual credit courses.

Part V: Responsibilities of the Student

1. All students in the program must have written approval from the high school principal or counselor as well as the student's parent or guardian.
2. In order for college credit to be awarded the student must be registered for the course and required tuition must be paid by the stated deadline.
3. Students anticipating completion of a certificate or degree must provide an updated current high school transcript and meet the graduation requirements as outlined in the Navarro College Admissions and Records policies and procedures. The student is responsible for applying for graduation. This includes monitoring the Navarro College student email and following instructions regarding any additional graduation requirements.
4. Students will be required to have the necessary college textbooks and course materials for each course in which the student is enrolled. These may be purchased by the student or provided by the I.S.D.
5. Student are expected to adhere to all policies of Navarro College and the I.S.D.
6. Students and their parents/guardians should communicate any dual credit questions or concerns to their high school counselor.
7. Students must complete a "Navarro College Student Record Release Form" to give permission for parents or designated individuals to have access to their student academic and/or financial records. Students may access this form through their MyNC Student Portal under the Admissions and Records page.
8. Navarro College expects all students to do their own schoolwork at all times. Any student found in violation of academic integrity is subject to instructional consequences as defined in the course syllabus or departmental handbook. This may include any of the following: a grade of zero, course failure, or removal from a program.
9. The student is required to use all Navarro College student portals and to keep all Navarro College passwords and access codes confidential.
10. Students are responsible for keeping up with their progress in their college courses and for communicating with their instructors for any clarifications, questions, or concerns.
11. Maintaining eligibility in University Interscholastic League (UIL) activities is the responsibility of the student.
12. High school students are not eligible for federal financial aid.

Part VI: Signatures of Authorization

With the understanding that this Dual Credit Program is being offered to assist students, Navarro College and the I.S.D. agree to the above.

APPROVAL SIGNATURES:

Navarro College Administrator Signature

ISD Administrator Signature

Date

GROESBECK DC MOU CROSSWALK 2022-2023

Navarro College ID	Navarro College Course Title	NC Credit Hours	HS Course Title	HS Credits	PEIMS No.	Grade Taken	AAR Code
ENGL 1301/1302	Composition I & II	6	English III	1	3220300	11	English
ENGL 2322/2323	British Literature I/British Literature 2	6	English IV	1	3220400	12	English
MATH 1314	College Algebra	3	Independent Study in Math I or II	0.5	3102500/3102501	11-12	Math
MATH 1342	Elementary Statistical Methods	3	Independent Study in Math I or II	0.5	3102500/3102501	11-12	Math

XIII. EXECUTIVE SESSION

- A. Review Recommendation for Employment (Tex. Gov't 551.074)
- B. Personnel Resignations, Leave of Absences, or Reassignments (Tex. Gov't 551.074)

XIV. RECONVENE IN OPEN MEETING

XV. DISCUSSION AND POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION

- A. Recommendation for Employment
 - I. Other Personnel Positions as Needed
- B. Personnel Resignations, Leave of Absences, or Reassignments

XVI. BOARD MEMBER COMMENTS, REPORTS, AND DISCUSSION

XVII. ADJOURNMENT