

# **Public Notice of Regular Meeting**

## **The Board of Trustees Groesbeck ISD**

A Regular Meeting of the Board of Trustees of Groesbeck ISD will be held Monday, May 15, 2023, beginning at 6:00 PM in the Groesbeck High School Conference Room, 1202 N. Ellis, Groesbeck, Texas 76642.

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

- I. **CALL TO ORDER**
- II. **INVOCATION**
- III. **PLEDGES TO THE FLAGS**
- IV. **REVIEW DISTRICT MISSION STATEMENT**
- V. **CANVASS THE RETURNS AND APPROVE THE ORDER  
DECLARING RESULTS OF GROESBECK ISD TRUSTEE  
ELECTION, MAY 6, 2023**

**GROESBECK INDEPENDENT SCHOOL DISTRICT**  
**May 6, 2023 TRUSTEE ELECTION**  
**RESULTS**

CANDIDATE/POSITION	EARLY VOTING (BALLOT BY MAIL)	EARLY VOTING (PERSONAL APPEARANCE)	PROVISIONAL BALLOTS COUNTED	PROVISIONAL BALLOTS UNCOUNTED	EARLY VOTING TOTAL	PROVISIONAL BALLOTS COUNTED TOTAL	ELECTION DAY TOTALS	EV & ED TOTALS
<b>At-Large</b>								
RONNIE FERGUSON	2	134	0	0	136	0	150	286
JIM LONGBOTHAM	8	325	0	0	333	0	242	575
STEPHEN M. BRADLEY	7	312	0	0	319	0	233	552

SUMMARY REPORT

Limestone County, Texas  
2023 Joint Election  
May 6, 2023

VOTES PERCENT

Trustee, At-Large Positions Expired, 3 Y GROESBECK ISD

VOTE FOR 2

Ronnie Ferguson . . . . .	286	20.24
Jim Longbotham. . . . .	575	40.69
Stephen M. Bradley . . . . .	552	39.07

Run Date:05/10/23 04:39 PM

	TOTAL VOTES	%	Absentee	Early Voting	Election Day	MISC
Trustee, At-Large Positions Expired, 3 Y GROESBECK ISD						
VOTE FOR 2						
Ronnie Ferguson . . . . .	286	20.24	2	134	150	0
Jim Longbotham. . . . .	575	40.69	8	325	242	0
Stephen M. Bradley . . . . .	552	39.07	7	312	233	0
Over Votes . . . . .	0		0	0	0	0
Under Votes . . . . .	184		0	69	115	0

## CANVASS OF GENERAL ELECTION

I, \_\_\_\_\_, \_\_\_\_\_  
(name) (office)

of \_\_\_\_\_, Texas, met with the \_\_\_\_\_  
(political subdivision holding election) (body acting as canvassing board)

sitting as the canvassing board to canvass the general election of \_\_\_\_\_, 20\_\_\_\_

on \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_ Texas.

I certify that the figures on the tally sheets correspond with the figures on the returns.

Witness my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Presiding Officer of Canvassing Authority

- VI. **CONSIDER AND APPROVE APPOINTMENT FOR SINGLE MEMBER DISTRICT 3 TO FILL THE UNEXPIRED TERM (One Year Remaining)**
- VII. **OFFICIAL PRESIDING OVER BOARD MEMBER SWEAR IN FOR OFFICE**
- VIII. **REORGANIZATION OF THE BOARD OF TRUSTEES**
- IX. **BOARD PHOTO**
- X. **STUDENT RECOGNITION - ACE Program**
- XI. **PUBLIC COMMENT (Agenda/Non-Agenda Items)**
- XII. **CONSIDER AND APPROVE AUTHORIZING THE SUPERINTENDENT TO HIRE PERSONNEL AND ISSUE CONTRACTS FROM MAY 16, 2023 THROUGH AUGUST 31, 2023**
- XIII. **DISCUSSION OF NON-ENROLLED (HOME-SCHOOLED/PRIVATE SCHOOL/CHARTER SCHOOL) STUDENTS' PARTICIPATION IN UIL**
- XIV. **2023-2024 BOARD MEETING DATES**
- XV. **CONSIDER AND APPROVE CONSENT AGENDA ITEMS**
  - A. Minutes of Previous Board Meeting

**Regular Board Meeting**  
**MINUTES**  
**04/17/2023**  
**6:00 p.m.**

Present: Tom Sutton, Bridgett Jackson-Tatum (6:07), Angela Crane (6:21), Aslone Foy, Ronnie Ferguson, Jud Hughes. Absent: Tiffany Burleson.

Others: Anthony Figueroa, Teresa Battrick, Deana Rand, Evan Ditmore, Ryan Black, Robert Meyers, Sue Waller, Kelley Young, Alex Cannon, Kimberly Carter, Bonnie Bomar, Jerry Bomar, Ashley Stewart, Brooke Dodd, Kelley Boyd, Melinda Boyd, Jennifer Lloyd, Jackie Ancelet, Tami Kadlacek, Rainy Samuels, Reagan Black, Sa'Riyah Smith.

Tom Sutton called the meeting to order at 6:02 p.m.

Ronnie Ferguson gave the Invocation.

Aslone Foy led the Pledge of Allegiance.

Jud Hughes led the Pledge to the Texas Flag.

Tom Sutton read the District Mission Statement.

Student Recognition: Tami Kadlacek, Reagan Black, Rainy Samuels, Sa'Riyah Smith presented information on the GEAR UP Program. GEAR UP is Gaining Early Awareness and Readiness for Undergraduate Programs.

Public Comment: Melinda Boyd and Kelley Boyd addressed the board regarding an incident on a campus.

Robert Meyers presented information on the delinquent property tax collections for the district. The school collects are very strong. Discussed tax levy, taxes collected, delinquent taxes, penalties and interest. Reviewed years from 2022 to 2018, outstanding taxes, tax collection percentages, types of notices, State of Texas Tax Payment Program, lawsuits, judgments, bankruptcy, insolvent personal and abandoned real property, tax sales, and ad valorem taxes. Mr. Meyers pointed out the property value audit filed with the Comptroller of Public Accounts of a decrease in value in 2019 and the district received an additional \$66,379 in State Aid. Services are no cost to the district and the fees are passed onto the property owner. Discussed homeowner notices for residential homestead. Motion by Ronnie Ferguson, second by Aslone Foy to approve the tax collection report as presented. Motion carried unanimously.

Public Hearing: Public hearing opened at 6:36 p.m. Deana Rand stated that there were changes and that the plan is the same as last year. There were no public comments on Groesbeck ISD's Internet Safety Policy and Children's Internet Protection Act (CIPA). Public hearing was closed at 6:37 p.m.

Motion by Jud Hughes, second by Ronnie Ferguson to approve the Groesbeck ISD Internet Safety Plan. Motion carried unanimously.

Anthony Figueroa presented the TASB Resolution Against Vouchers. Motion by Aslone Foy, that we don't use public funds for school vouchers. Discussed homeschool kids participation in UIL. This will be discussed further at the next month's meeting. Motion carried unanimously to approve the resolution.

Consent Agenda: 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. Quarterly Investment Report
- D. Donation(s)

Entered Executive Session: 6:54 p.m.

Reconvened: 9:41 p.m. (Bridgett Jackson-Tatum left the meeting 9:38 p.m.)

Motion by Jud Hughes, second by Ronnie Ferguson to hire Gage Moore. Motion carried.

No action taken on personnel resignations leave of absences, or reassignments; and no action taken on campus leadership goals; and no action taken on safety and security: security staff replacement and student building entry.

Motion by Ronnie Ferguson, second by Aslone Foy to approve the recommendations for 2023. Motion carried unanimously.

Motion by Aslone Foy, second by Ronnie Ferguson to approve the 2023-2024 salary schedule as presented. Motion carried unanimously.

Superintendent Comments: Anthony Figueroa commented on Coffee with Admin on April 24 at 8:30 a.m. and presented the new website.

Board President Comments and Reports: Tom Sutton announced that early voting days at the courthouse and election day voting at polling locations. Discussed the date for Team of Eight Training and it was decided to be held on May 22<sup>nd</sup> in the evening. The next board meeting is on May 15<sup>th</sup>, and the new board orientation is scheduled for May 13<sup>th</sup>. Discussed June Board Meeting change or date or cancellation. It was decided to cancel the June Board Meeting. Discussed TASB Summer Leadership Institute (SLI).

Tom Sutton read Board Member Training to date:

There are seven training areas for board members' continuing education:

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.

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.

Post-Legislative Update to the Texas Education Code, Additional Continuing Education, and Evaluating Student Academic Performance and Setting Goals – Summer Leadership Institute (San Antonio June 14-17 and Ft. Worth June 21-24) or Region 12 (May 23)

Team Building and Identifying and Reporting Abuse, Trafficking, and Other Maltreatment of Children – To be scheduled.

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

Adjourned: 9:57 p.m.

\_\_\_\_\_  
Tom Sutton, Board President

\_\_\_\_\_  
Jud Hughes, Secretary

May 15, 2023  
Date Approved

## B. Budget Report and Amendments

	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
199 / 3 GENERAL FUND	16,858,141.00	-423,337.30	-15,247,839.52	1,610,301.48	90.45%
211 / 3 TITLE I, PART A	445,658.00	.00	-348,010.76	97,647.24	78.09%
224 / 3 IDEA - PART B, FORMULA	342,676.00	-27,928.91	-266,394.03	76,281.97	77.74%
225 / 3 IDEA - PART B, PRESCHOOL	7,259.00	.00	-7,259.00	.00	100.00%
240 / 3 FOOD SERVICE	1,007,315.78	-84,013.07	-761,755.94	245,559.84	75.62%
244 / 3 CAREER & TECHNICAL	19,900.00	.00	-13,506.55	6,393.45	67.87%
255 / 3 TITLE II, PART A	54,397.00	-533.88	-31,342.81	23,054.19	57.62%
265 / 3 TITLE IV, PART B	100,000.00	-5,502.02	-32,302.37	67,697.63	32.30%
266 / 3 ESSER GRANT	.00	.00	.00	.00	.00%
270 / 3 TITLE VI, PART B	41,709.00	-3,428.39	-13,033.57	28,675.43	31.25%
276 / 3 INSTRUCTIONAL CONTINUITY	.00	.00	.00	.00	.00%
289 / 3 FEDERALLY FUNDED	37,007.00	-9,200.00	-9,200.00	27,807.00	24.86%
410 / 3 IMA/TEXTBOOK	1,333.24	.00	.00	1,333.24	.00%
429 / 3 STATE FUNDED	941,901.97	-21,876.14	-252,242.05	689,659.92	26.78%
511 / 3 DEBT SERVICE	3,091,411.00	-60,488.96	-3,163,415.73	-72,004.73	102.33%
829 / 3 TRUST & AGENCY FUND	.00	-200.19	-996.41	-996.41	.00%
863 / 3 PAYROLL CLEARING	.00	.00	-55.39	-55.39	.00%
<b>Total 5000 Revenues</b>	<b>22,798,708.99</b>	<b>-636,508.86</b>	<b>-20,130,434.13</b>	<b>2,668,274.86</b>	<b>88.30%</b>
<b>Total 7000 Revenues</b>	<b>150,000.00</b>	<b>.00</b>	<b>-16,920.00</b>	<b>133,080.00</b>	<b>11.28%</b>
<b>Total Revenues</b>	<b>22,948,708.99</b>	<b>-636,508.86</b>	<b>-20,147,354.13</b>	<b>2,801,354.86</b>	<b>99.58%</b>

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Expended</u>
199 / 3 GENERAL FUND	-17,240,141.00	542,791.10	12,777,615.05	1,431,909.48	-3,919,734.85	74.12%
211 / 3 TITLE I, PART A	-445,658.00	211.05	389,515.41	48,172.21	-55,931.54	87.40%
224 / 3 IDEA - PART B, FORMULA	-342,676.00	10,858.97	300,882.89	34,488.86	-30,934.14	87.80%
225 / 3 IDEA - PART B, PRESCHOOL	-7,259.00	.00	7,259.00	.00	.00	100.00%
240 / 3 FOOD SERVICE	-1,007,315.78	56,189.11	714,489.69	94,975.30	-236,636.98	70.93%
244 / 3 CAREER & TECHNICAL	-19,900.00	5,343.86	14,506.55	1,000.00	-49.59	72.90%
255 / 3 TITLE II, PART A	-54,397.00	9,059.14	34,925.96	3,583.15	-10,411.90	64.21%
265 / 3 TITLE IV, PART B	-100,000.00	686.72	61,951.20	6,247.04	-37,362.08	61.95%
266 / 3 ESSER GRANT	.00	.00	.00	.00	.00	.00%
270 / 3 TITLE VI, PART B	-41,709.00	.00	13,474.10	440.53	-28,234.90	32.31%
276 / 3 INSTRUCTIONAL CONTINUITY	.00	.00	.00	.00	.00	.00%
289 / 3 FEDERALLY FUNDED	-37,007.00	.00	9,200.00	.00	-27,807.00	24.86%
410 / 3 IMA/TEXTBOOK	-1,333.24	.00	.00	.00	-1,333.24	-.00%
429 / 3 STATE FUNDED	-1,064,791.97	168,284.90	300,360.82	48,962.17	-596,146.25	28.21%
511 / 3 DEBT SERVICE	-4,250,669.00	.00	4,173,454.30	.00	-77,214.70	98.18%
829 / 3 TRUST & AGENCY FUND	.00	.00	2,048.00	.00	2,048.00	.00%
<b>Total 6000 Expenditures</b>	<b>-24,462,856.99</b>	<b>793,424.85</b>	<b>18,799,682.97</b>	<b>1,669,778.74</b>	<b>-4,869,749.17</b>	<b>76.85%</b>
<b>Total 8000 Expenditures</b>	<b>-150,000.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-150,000.00</b>	<b>-.00%</b>
<b>Total Expenditures</b>	<b>-24,612,856.99</b>	<b>793,424.85</b>	<b>18,799,682.97</b>	<b>1,669,778.74</b>	<b>-5,019,749.17</b>	<b>76.85%</b>

End of Report

C. Leon | Alcala, PLLC General Legal Services Agreement

# LEON | ALCALA

ATTORNEYS AT LAW

April 11, 2023

Superintendent of Schools  
Texas Association of Community Schools Member District

Re: General Legal Services Agreement

Dear TACS Member,

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 in a timely manner to all 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.

AUSTIN | HOUSTON | ARLINGTON

2901 Via Fortuna, Building 6, Suite 475, Austin, Texas 78746 | 512.637.4244 | leonalcala.com

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/](http://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	\$350.00 per hour
Senior Associate	\$325.00 per hour
Associate	\$275.00 per hour
Paralegal	\$130.00 per hour
Legal Assistant	\$100.00 per hour
Travel Time	<i>½ the Attorney’s hourly rate</i>

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 (.655/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.

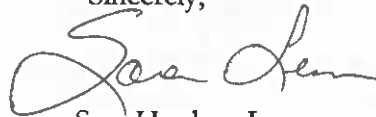
The Client's records management officer is responsible to ensure compliance with the applicable minimum retention schedules. The firm shall return any original instruments to the Client. However, **unless notified to the contrary, in writing, the Firm reserves the right and privilege to destroy files 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 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 in the space provided below and return to me at [sleon@leoncalca.com](mailto:sleon@leoncalca.com).*

Sincerely,



Sara Hardner Leon

**Encl: Texas Lawyer's Creed**  
**AGREED BY:**

\_\_\_\_\_  
**NAME (Print)**

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**SCHOOL DISTRICT**



D. Powell Law Group, LLP Legal Services Program Agreement



## **2023-2024 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**

- 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 2023-2024 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-\$150.00 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	\$170.00 per hour
Paralegal	\$150.00 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
Postage	At cost
Litigation expenses (consultants, expert witness, court reporter, graphic exhibits)	At cost
Mileage (No charge for return trip):	\$0.655/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.]*

E. Depository Extension with Citizens State Bank



# CITIZENS STATE BANK

April 26, 2023

Groesbeck Independent School District  
1202 North Ellis Street suite 100  
Groesbeck Tx 76642

Dear School Board Trustees:

Citizens State Bank feels very fortunate to have Groesbeck Independent School as our customer. We hope that we have given you the type of service that you have expected from a business partner.

We recently received your request asking us to extend that relationship and we are excited to continue maintaining our relationship with the school hopefully for many years to come.

Attached we are providing you with the "Bid" extension proposal for the Depository Contract of Groesbeck Independent School District. This will cover the period of **September 1, 2023 and ending August 30, 2025**. If you have any questions please contact Kathy McQueen, Vice President, P O Box 278, Buffalo, Texas 75831 for information regarding this bid. She may also be reached by phone at 903 322 4256.

Please allow me to thank you for the opportunity to bid on these funds. Citizens State bank and its staff look forward to the opportunity to serve your banking needs.

Please do not hesitate to call on us if we may be of service.

Yours truly,

J Brent Jones  
President

***Groesbeck Independent School District***

**REQUEST FOR EXTENSION OF BANKING DEPOSITORY SERVICES**

**Extension as of September 1, 2023 and ending August 31, 2025**

All terms and conditions of our service and your requirements will be maintained as stated in the existing contract dated September 1, 2019 with the exception of the interest rates as listed below:

***Interest on Demand Funds, the Bidder will pay the following interest rate (s):***

**Public Fund Now Account-During the contract term, Bidder will pay its standard posted board rate (Current Rate is .20%)+.50% basis points = .70% on all checking accounts with daily balances exceeding \$2500.00 with unlimited transactions. This interest rate will be paid on the minimum daily ledger balance in the account and is subject to change daily.**

**Public Fund Money Market-During the contract term, Bidder will pay its standard board rate (Current Rate is .40%)+ .50% basis points = .90% on all checking accounts with a minimum balance of \$2500.00 with a limit of three (3) transactions per month. The interest rate will be paid on the minimum daily ledger balance in the account and is subject to change daily. A \$7.50 excessive transaction penalty will be applied to any transaction after the first three in the statement cycle.**

***Single Maturity Time Deposit of more than \$100,000.00***

Board Rates at the time of opening


SUBMISSION/ ACCEPTANCE

Submitted to the Groesbeck Independent School District on this the 26th day of April, **2023**.

Proposer/ Bidder of Extension

Citizens State Bank

BY:



Typed/ Printed Name: J Brent Jones

Position: President

On May 15, 2023 date, the School Board met and approved the above extension of the bid.

\_\_\_\_\_  
Board of Trustee

\_\_\_\_\_  
Board of Trustee

**Board Resolution Extending Depository Contract for Funds  
Of Independent School Districts Under Texas Education Code,  
Chapter 45, Subchapter G, School District Depositories**

Resolved by the Groesbeck Independent School District Board of Trustees **that:**  
*Board of Trustees*

Citizens State Bank located at Limestone  
*(Name of Depository Bank) (Name of County)*

County, State of Texas, being a bank as defined in section 45.201 of the Texas Education Code, and Groesbeck I.S.D. (CDN: 1186071) agree to extend this depository  
*(Name of District)*

contract pursuant to Texas Education Code Section 45.205, for an additional two-year term from 09/01/2023, through 08/30/2025. Under Texas Education Code Section 45.205(b), a school district and the district's depository bank may agree to extend a depository contract for three additional two-year terms. The extension constitutes the parties' second two-year term.  
*(first, second, third)*

Furthermore, under Texas Education Code Section 45.205(c), the contract term and any extension must coincide with the school district's fiscal year.

AGREED AND ACCEPTED on behalf of Groesbeck Independent School District  
*Name of District*

this the 15th day of May, 2023.

\_\_\_\_\_  
*Signature of President of School Board*

AGREED AND ACCEPTED on behalf of Depository this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
*Typed Name of Depository*

\_\_\_\_\_  
*Signature of Authorized Bank Officer*

\_\_\_\_\_  
*Title of Authorized Bank Officer*

**Acknowledgement**

Acknowledged before me in \_\_\_\_\_ County, Texas, on \_\_\_\_\_, 20\_\_, by

\_\_\_\_\_, bank officer of the Depository named in the preceding document, for the Depository.

\_\_\_\_\_  
Signature of Notary

(SEAL)

Notary Public in and for \_\_\_\_\_  
County, Texas

F. New Allotment and TEKS Certification

TEKS Certification 2023–24 Form

Background Information

QUESTION 1.0: Name of person completing this form

*Cynthia Ensminger*

QUESTION 1.1: Your email address

*c.ensminger@groesbeckisd.net*

QUESTION 1.2: Select the role that best describes your position at your district or charter: [Single Select]

- Instructional Material Coordinator
- Curriculum Director
- Principal
- Administrative Assistant
- Superintendent
- Other

LEA Information

QUESTION 2.0: Region #

*Region 12*

QUESTION 2.1: District or Charter Name and County District Number

*Groesbeck ISD 147902*

QUESTION 2.2: Superintendent's Name

*Anthony Figueroa*

QUESTION 2.3: Superintendent's email address

*a.figueroa@groesbeckisd.net*

QUESTION 2.4: School board president's or governing body's name

*Tom Sutton*

QUESTION 2.5: School board president's or governing body's email address

*oltomm@yahoo.com*

QUESTION 2.6: Date of the school board meeting at which the TEKS Certification Form was presented and approved

*May 15, 2023*

Reading Language Arts TEKS Certification

Scope and Sequence - All Grade Levels RLA

QUESTION 3.0: Do you manage the scope and sequence of your reading language arts content at a LEA (district or charter) level? Please indicate your LEA's approach to managing the scope and sequence of the reading language arts content in each of the following grade bands. [Single select for each grade band]

		Do not manage scope and sequence at a LEA level	Use product-specific scope and sequence	Use LEA-developed scope and sequence	Use TEKS Resource System (TRS) scope and sequence	N/A
QUESTION 3.1:	Kindergarten – 2 <sup>nd</sup> Grade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
QUESTION 3.2:	3 <sup>rd</sup> –5 <sup>th</sup> Grade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
QUESTION 3.3:	6 <sup>th</sup> –8 <sup>th</sup> Grade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
QUESTION 3.4:	9 <sup>th</sup> - 12 <sup>th</sup> Grade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

English Reading Language Arts K-5 TEKS Coverage Certification

QUESTION 4.0: For school year 23–24 will your LEA make materials available for use that cover 100% of the **K–5 English RLA TEKS**? (This includes teacher- or LEA-developed materials. You may select "yes" even if not all classrooms use the same materials.) [Single Select]

- Yes
- No

English Reading Language Arts K-5 Instructional Materials

QUESTION 5.0:

Share the **full-subject** publisher/ product that teachers in your LEA will use regularly (once a week or more, on average) for **K-5 English RLA** instruction to ensure coverage of 100% of the TEKS.

Full-subject instructional materials: Full sets of materials designed to provide the teacher with everything needed to cover 100% of the Texas Essential Knowledge and Skills (TEKS) in a grade level/band, including scope and sequence, daily lesson plans, and student materials.

**Grades K–2 English RLA full- subject publisher/ product used:**

*Collaborative Classroom / Collaborative Literacy: Being a Reader, Being a Writer, Making Meaning Literacy Resources/ Heggerty Phonemic Awareness*

**Grades 3–5 English RLA full- subject publisher/ product used:**

*Collaborative Classroom / Collaborative Literacy: Being a Reader, Being a Writer, Making Meaning*

QUESTION 5.1: Share the **supplemental** publisher/product that teachers in your LEA will regularly use (once a week or more, on average) for **K-5 English RLA** instruction to ensure coverage of 100% of the TEKS (do not include products used to build classroom libraries).

Supplemental Materials: Materials not designed to cover 100% of the TEKS but designed to complement, enrich, and/or extend supports in a particular subject and/or grade band.

Grades K–2 English RLA supplemental publisher/ product used:

*Collaborative Classroom: SIPPS  
Curriculum Associates / iReady  
Amplify / Texas Reading  
Lead4ward/ instructional tools, data tools, content builder*

Grades 3–5 English RLA supplemental publisher/ product used:

*Collaborative Classroom: SIPPS  
Curriculum Associates / iReady  
Amplify / Texas Reading  
Lead4ward/ instructional tools, data tools, content builder*

Spanish Reading Language Arts K-5 TEKS Coverage Certification

QUESTION 6.0: For school year 23–24 will your LEA make materials available for use that cover 100% of the **K-5 Spanish RLA TEKS**? (This includes teacher- or LEA-developed materials. You may select "yes" even if not all classrooms use the same materials.) [Single select]

Yes

No

Spanish Reading Language Arts K-5 Instructional Materials

QUESTION 7.0: Share the **full-subject** publisher/ product that teachers in your LEA will use regularly (once a week or more, on average) for **K-5 Spanish RLA** instruction to ensure coverage of 100% of the TEKS. [Single select for each grade band]

Full-subject instructional materials: Full sets of materials designed to provide the teacher with everything needed to cover 100% of the Texas Essential Knowledge and Skills (TEKS) in a grade level/band, including scope and sequence, daily lesson plans, and student materials.

Grades K–2 Spanish RLA full- subject publisher/ product used:

*Insert here*

Grades 3–5 Spanish RLA full- subject publisher/ product used:

*Insert here*

QUESTION 7.1: Share the **supplemental** publisher/product that teachers in your LEA will regularly use (once a week or more, on average) for **K-5 Spanish RLA** instruction to ensure coverage of 100% of the TEKS (do not include products used to build classroom libraries).

Supplemental Materials: Materials not designed to cover 100% of the TEKS but designed to complement, enrich, and/or extend supports in a particular subject and/or grade band.

Grades K–2 Spanish RLA supplemental publisher/ product used:

*Insert here*

Grades 3–5 Spanish RLA supplemental publisher/ product used:

*Insert here*

English Reading Language Arts 6-8 TEKS Coverage Certification

QUESTION 8.0: For school year 2023–24 will your LEA make materials available for use that cover 100% of the **English 6-8 RLA TEKS**? (This includes teacher- or LEA-developed materials. You may select "yes" even if not all classrooms use the same materials) [Single select]

- Yes
- No

English Reading Language Arts 6-8 Instructional Materials

QUESTION 9.0: Share the **full-subject** publisher/ product that teachers in your LEA will use regularly (once a week or more, on average) for **English 6-8 RLA** instruction to ensure coverage of 100% of the TEKS.

Full-subject instructional materials: Full sets of materials designed to provide the teacher with everything needed to cover 100% of the Texas Essential Knowledge and Skills (TEKS) in a grade level/band, including scope and sequence, daily lesson plans, and student materials.

Grades 6-8 English RLA full- subject publisher/ product used:

*Amplify / RLA*

QUESTION 9.1: Share the **supplemental** publisher/product that teachers in your LEA will regularly use (once a week or more, on average) for **English 6-8 RLA** instruction to ensure coverage of 100% of the TEKS (do not include products used to build classroom libraries).

Supplemental Materials: Materials not designed to cover 100% of the TEKS but designed to complement, enrich, and/or extend supports in a particular subject and/or grade band.

Grades 6-8 English RLA supplemental publisher/ product used:

*Curriculum Associates / iReady*  
*Lead4ward/ instructional tools, data tools, content builder*

English Reading Language Arts 9-12 TEKS Coverage Certification

QUESTION 10.0 For school year 2023-24 will your LEA make materials available for use that cover 100% of the **English 9-12 RLA TEKS**? (This includes teacher- or LEA-developed materials. You may select "yes" even if not all classrooms use the same materials.)

- Yes
- No

## English Reading Language Arts 9-12 Instructional Materials

**QUESTION 11.0** Share the **full-subject** publisher/ product that teachers in your LEA will use regularly (once a week or more, on average) for **English 9-12 RLA** instruction to ensure coverage of 100% of the TEKS.

Full-subject instructional materials: Full sets of materials designed to provide the teacher with everything needed to cover 100% of the Texas Essential Knowledge and Skills (TEKS) in a grade level/band, including scope and sequence, daily lesson plans, and student materials.

**Grades 9 - 12 English RLA full- subject publisher/ product used:**

*Odell Education / Odell Texas*

**QUESTION 11.1** Share the **supplemental** publisher/product that teachers in your LEA will regularly use (once a week or more, on average) for **English 9-12 RLA** instruction to ensure coverage of 100% of the TEKS (do not include products used to build classroom libraries).

Supplemental Materials: Materials not designed to cover 100% of the TEKS but designed to complement, enrich, and/or extend supports in a particular subject and/or grade band.

**Grades 9-12 English RLA supplemental publisher/ product used:**

*Curriculum Associates / iReady*  
*Lead4ward/ instructional tools, data tools, content builder*

## Mathematics TEKS Certification

QUESTION 12.0: Do you manage the scope and sequence of your mathematics content at a LEA (district or charter) level? Please indicate your LEA's approach to managing the scope and sequence of the mathematics content in each of the following grade bands. [Single Select for each grade band]

Question	Grade Band	Do not manage scope and sequence at a LEA level	Use product-specific scope and sequence	Use LEA-developed scope and sequence	Use TEKS Resource System (TRS) scope and sequence	N/A
Question 12.1:	Kindergarten – 2 <sup>nd</sup> Grade	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Question 12.2:	3 <sup>rd</sup> – 5 <sup>th</sup> Grade	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Question 12.3:	6 <sup>th</sup> – 8 <sup>th</sup> Grade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Question 12.4:	9 <sup>th</sup> - 12 <sup>th</sup> Grade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## Mathematics K-5 TEKS Coverage Certification

QUESTION 13.0: For school year 2023-24 will your LEA make materials available for use that cover 100% of the K–5 **Mathematics TEKS**? (This includes teacher- or LEA-developed materials. You may select "yes" even if not all classrooms use the same materials.) [Single Select]

- Yes  
 No

## Mathematics K-5 Instructional Materials

QUESTION 14.0: Share the **full-subject** publisher/ product that teachers in your LEA will use regularly (once a week or more, on average) for **K–5 Mathematics** instruction to ensure coverage of 100% of the TEKS.

Full-subject instructional materials: Full sets of materials designed to provide the teacher with everything needed to cover 100% of the Texas Essential Knowledge and Skills (TEKS) in a grade level/band, including scope and sequence, daily lesson plans, and student materials.

**Grades K–5 Mathematics full- subject publisher/ product used:**

*Great Minds / Eureka Math TEKS Edition*

QUESTION 14.1: Share the **supplemental** publisher/product that teachers in your LEA will regularly use (once a week or more, on average) for **K-5 Mathematics** instruction to ensure coverage of 100% of the TEKS (do not include products used to build classroom libraries).

Supplemental Materials: Materials not designed to cover 100% of the TEKS but designed to complement, enrich, and/or extend supports in a particular subject and/or grade band.

**Grades K–5 Mathematics supplemental publisher/ product used:**

*Zearn / Zearn Math*

*Curriculum Associates / iReady*

*Lead4ward/ instructional tools, data tools, content builder*

**Mathematics 6-8 TEKS Coverage Certification**

**QUESTION 15.0** For school year 2023-24 will your district make materials available for use that cover 100% of the **6-8 Mathematics TEKS**? (This includes teacher- or LEA-developed materials. You may select “yes” even if not all classrooms use the same materials). [Single Select]

Yes

No

**Mathematics 6-8 Instructional Materials**

**QUESTION 16.0:** Share the **full-subject** publisher/product that teachers in your LEA or charter will regularly use (once a week or more, on average) for **6-8 Mathematics** instruction to ensure coverage of 100% of the TEKS.

Full-subject instructional materials: Full sets of materials designed to provide the teacher with everything needed to cover 100% of the Texas Essential Knowledge and Skills (TEKS) in a grade level/band, including scope and sequence, daily lesson plans, and student materials.

**Grades 6-8 Mathematics full- subject publisher/ product used:**

*HMH / Go Math!*

**QUESTION 16.1:** Share the **supplemental** publisher/product that teachers in your LEA or charter will regularly use (once a week or more, on average) for **6-8 Mathematics** instruction to ensure coverage of 100% of the TEKS (do not include products used to build classroom libraries).

Supplemental Materials: Materials not designed to cover 100% of the TEKS but designed to complement, enrich, and/or extend supports in a particular subject and/or grade band.

**Grades 6–8 Mathematics supplemental publisher/ product used:**

*Carnegie Math*

*Curriculum Associates / iReady*

*Lead4ward/ instructional tools, data tools, content builder*

Mathematics 9-12 TEKS Coverage Certification

QUESTION 17.0: For School Year 2023-24 will your LEA make materials available for use that cover 100% of the **9-12 Mathematics TEKS**? (This includes teacher- or LEA-developed materials. You may select "yes" even if not all classrooms use the same materials.) [Single Select]

Yes

No

Mathematics 9-12 Instructional Materials

QUESTION 18.0: Share the **full-subject** publisher/product that teachers in your LEA or charter will regularly use (once a week or more, on average) for **9-12 Mathematics** instruction to ensure coverage of 100% of the TEKS.

Full-subject instructional materials: Full sets of materials designed to provide the teacher with everything needed to cover 100% of the Texas Essential Knowledge and Skills (TEKS) in a grade level/band, including scope and sequence, daily lesson plans, and student materials.

**Grades 9-12 Mathematics full- subject publisher/ product used:**

*HMH / Algebra I*

*HMH / Algebra II*

*HMH / Geometry*

QUESTION 18.1: Share the **supplemental** publisher/product that teachers in your LEA or charter will regularly use (once a week or more, on average) for **9-12 Mathematics** instruction to ensure coverage of 100% of the TEKS (do not include products used to build classroom libraries).

Supplemental Materials: Materials not designed to cover 100% of the TEKS but designed to complement, enrich, and/or extend supports in a particular subject and/or grade band.

**Grades 9-12 Mathematics supplemental publisher/ product used:**

*Curriculum Associates / iReady*

*Lead4ward/ instructional tools, data tools, content builder*

## Social Studies TEKS Certification

QUESTION 19.0: Do you manage the scope and sequence of your social studies content at a LEA (district or charter) level? Please indicate your LEA's approach to managing the scope and sequence of the social studies content in each of the following grade bands. [Single Select for each grade band]

		Do not manage scope and sequence at a LEA level	Use product-specific scope and sequence	Use LEA-developed scope and sequence	Use TEKS Resource System (TRS) scope and sequence	N/A
Question 19.1:	Kindergarten – 2 <sup>nd</sup> Grade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Question 19.2:	3 <sup>rd</sup> –5 <sup>th</sup> Grade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Question 19.3:	6 <sup>th</sup> –8 <sup>th</sup> Grade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Question 19.4:	9 <sup>th</sup> - 12 <sup>th</sup> Grade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## Social Studies K-5 TEKS Coverage Certification

QUESTION 20.0: For school year 2023-24 will your LEA make materials available that cover 100% of the Grades K–5 Social Studies TEKS? (This includes teacher- or LEA-developed materials. You may select "yes" even if not all classrooms use the same materials.)

- Yes  
 No

## Social Studies K-5 Instructional Materials

QUESTION 21.0: Share the **full-subject** publisher/product that teachers in your LEA will regularly use (once a week or more, on average) for **K-5 Social Studies** instruction to ensure coverage of 100% of the TEKS.

Full-subject instructional materials: Full sets of materials designed to provide the teacher with everything needed to cover 100% of the Texas Essential Knowledge and Skills (TEKS) in a grade level/band, including scope and sequence, daily lesson plans, and student materials.

**Grades K-5 Social Studies full- subject publisher/ product used:**

*Studies Weekly*

QUESTION 21.1: Share the **supplemental** publisher/product that teachers in your LEA will regularly use (once a week or more, on average) for **K-5 Social Studies** instruction to ensure coverage of 100% of the TEKS (do not include products used to build classroom libraries).

Supplemental Materials: Materials not designed to cover 100% of the TEKS but designed to complement, enrich, and/or extend supports in a particular subject and/or grade band.

**Grades K-5 Social Studies supplemental publisher/ product used:**

*Lead4ward/ instructional tools, data tools, content builder*

**Social Studies 6-8 TEKS Coverage Certification**

**QUESTION 22.0:** For school year 2023-24 will your LEA make materials available that cover 100% of the **6-8 Social Studies TEKS**? (This includes teacher- or LEA-developed materials. You may select "yes" even if not all classrooms use the same materials.)

- Yes
- No

**Social Studies 6-8 Instructional Materials**

**QUESTION 23.0:** Select **full-subject** publisher/product that teachers in your LEA will regularly use (once a week or more, on average) for **6-8 Social Studies** instruction to ensure coverage of 100% of the TEKS.

Full-subject instructional materials: Full sets of materials designed to provide the teacher with everything needed to cover 100% of the Texas Essential Knowledge and Skills (TEKS) in a grade level/band, including scope and sequence, daily lesson plans, and student materials.

**Grades 6-8 Social Studies full- subject publisher/ product used:**

*McGraw Hill / World Geography*  
*McGraw Hill / Texas History*

**QUESTION 23.1:** Share the **supplemental** publisher/product that teachers in your LEA will regularly use (once a week or more, on average) for **6-8 Social Studies** instruction to ensure coverage of 100% of the TEKS (do not include products used to build classroom libraries).

Supplemental Materials: Materials not designed to cover 100% of the TEKS but designed to complement, enrich, and/or extend supports in a particular subject and/or grade band.

**Grades 6-8 Social Studies supplemental publisher/ product used:**

*Lead4ward/ instructional tools, data tools, content builder*

### Social Studies 9-12 TEKS Coverage Certification

**QUESTION 24.0:** For school year 2023-24 will your LEA make materials available that cover 100% of the **9-12 Social Studies TEKS**? (This includes teacher- or LEA-developed materials. You may select “yes” even if not all classrooms use the same materials.)

Yes

No

### Social Studies 9-12 Instructional Materials

**QUESTION 25.0:** Share the **full-subject** publisher/product that teachers in your LEA will regularly use (once a week or more, on average) for **9-12 Social Studies** instruction to ensure coverage of 100% of the TEKS.

Full-subject instructional materials: Full sets of materials designed to provide the teacher with everything needed to cover 100% of the Texas Essential Knowledge and Skills (TEKS) in a grade level/band, including scope and sequence, daily lesson plans, and student materials.

**Grades 9 - 12 Social Studies full- subject publisher/ product used:**

*McGraw Hill / United States Government*

*McGraw Hill / US History*

*McGraw Hill / World Geography*

*McGraw Hill / World History*

**QUESTION 25.1:** Share the **supplemental** publisher/product that teachers in your LEA will regularly use (once a week or more, on average) for **9-12 Social Studies** instruction to ensure coverage of 100% of the TEKS (do not include products used to build classroom libraries).

Supplemental Materials: Materials not designed to cover 100% of the TEKS but designed to complement, enrich, and/or extend supports in a particular subject and/or grade band

**Grades 9 - 12 Social Studies supplemental publisher/ product used:**

*Lead4ward/ instructional tools, data tools, content builder*

## Science TEKS Certification

**QUESTION 26.0:** Do you manage the scope and sequence of your science content at a LEA (district or charter) level?  
Please indicate your LEA's approach to managing the scope and sequence of the science content in each of the following grade bands. [Single select for each grade band]

		Do not manage scope and sequence at a LEA level	Use product-specific scope and sequence	Use LEA-developed scope and sequence	Use TEKS Resource System (TRS) scope and sequence	N/A
Question 26.1:	Kindergarten – 2 <sup>nd</sup> Grade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Question 26.2:	3 <sup>rd</sup> –5 <sup>th</sup> Grade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Question 26.3:	6 <sup>th</sup> –8 <sup>th</sup> Grade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Question 26.4:	9 <sup>th</sup> – 12 <sup>th</sup> Grade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## Science K-5 TEKS Coverage Certification

**QUESTION 27.0:** For school year 2023-24 will your LEA make materials available that cover 100% of the **K–5 Science TEKS**? (This includes teacher- or LEA-developed materials. You may select "yes" even if not all classrooms use the same materials.)

- Yes  
 No

## Science K-5 Instructional Materials

**QUESTION 28.0:** Share the **full-subject** publisher/product that teachers in your LEA will regularly use (once a week or more, on average) for **K-5 Science** instruction to ensure coverage of 100% of the TEKS.

Full-subject instructional materials: Full sets of materials designed to provide the teacher with everything needed to cover 100% of the Texas Essential Knowledge and Skills (TEKS) in a grade level/band, including scope and sequence, daily lesson plans, and student materials.

**Grades K-5 Science full- subject publisher/ product used:**

*Accelerate Learning / STEMscopes*

**QUESTION 28.1:** Share the **supplemental** publisher/product that teachers in your LEA will regularly use (once a week or more, on average) for **K-5 Science** instruction to ensure coverage of 100% of the TEKS (do not include products used to build classroom libraries).

Supplemental Materials: Materials not designed to cover 100% of the TEKS but designed to complement, enrich, and/or extend supports in a particular subject and/or grade band.

**Grades K-5 Science supplemental publisher/ product used:**

*Lead4ward/ instructional tools, data tools, content builder*

Science 6-8 TEKS Coverage Certification

QUESTION 29.0: For school year 2023-24 will your LEA make materials available that cover 100% of the **6-8 Science TEKS**? (This includes teacher- or LEA-developed materials. You may select "yes" even if not all classrooms use the same materials.)

Yes

No

Science 6-8 Instructional Materials

QUESTION 30.0: Share the **full-subject** publisher/product that teachers in your LEA will regularly use (once a week or more, on average) for **6-8 Science** instruction to ensure coverage of 100% of the TEKS.

Full-subject instructional materials: Full sets of materials designed to provide the teacher with everything needed to cover 100% of the Texas Essential Knowledge and Skills (TEKS) in a grade level/band, including scope and sequence, daily lesson plans, and student materials.

**Grades 6 - 8 Science full- subject publisher/ product used:**

*Accelerate Learning / STEMscopes*

QUESTION 30.1: Share the **supplemental** publisher/product that teachers in your district or charter will regularly use (once a week or more, on average) for **6-8 Science** instruction to ensure coverage of 100% of the TEKS (do not include products used to build classroom libraries).

Supplemental Materials: Materials not designed to cover 100% of the TEKS but designed to complement, enrich, and/or extend supports in a particular subject and/or grade band.

**Grades 6 - 8 Science supplemental publisher/ product used:**

*Lead4ward/ instructional tools, data tools, content builder*

*HMH / Science Fusion*

### Science 9-12 TEKS Coverage Certification

QUESTION 31.0: For school year 2023-24 will your LEA make materials available that cover 100% of the **9-12 Science TEKS**? (This includes teacher- or district-developed materials. You may select "yes" even if not all classrooms use the same materials.)

Yes

No

### Science 9-12 Instructional Materials

QUESTION 32.0: Share the **full-subject** publisher/product that teachers in your LEA will regularly use (once a week or more, on average) for **9-12 Science** instruction to ensure coverage of 100% of the TEKS.

Full-subject instructional materials: Full sets of materials designed to provide the teacher with everything needed to cover 100% of the Texas Essential Knowledge and Skills (TEKS) in a grade level/band, including scope and sequence, daily lesson plans, and student materials.

**Grades 9 – 12 Science full- subject publisher/ product used:**

*HMH / Texas Biology*

*HMH / Modern Chemistry*

*HMH / Physics*

QUESTION 32.1: Share the **supplemental** publisher/product that teachers in your district or charter will regularly use (once a week or more, on average) for **9-12 Science** instruction to ensure coverage of 100% of the TEKS (do not include products used to build classroom libraries).

Supplemental Materials: Materials not designed to cover 100% of the TEKS but designed to complement, enrich, and/or extend supports in a particular subject and/or grade band.

**Grades 9 - 12 Science supplemental publisher/ product used:**

*Lead4ward/ instructional tools, data tools, content builder*

## Phonics Informational Questions

**QUESTION 33.0** Share the full-**subject** publisher/ product that teachers in your district will use regularly (once a week or more, on average) for Grades **K-3 Phonics RLA** instruction to ensure coverage of 100% of the TEKS.

Full-subject instructional materials: Full sets of materials designed to provide the teacher with everything needed to cover 100% of the Texas Essential Knowledge and Skills (TEKS) in a grade level/band, including scope and sequence, daily lesson plans, and student materials.

**Grades K-3 Phonics RLA full- subject publisher/ product used:**

*Collaborative Classroom / SIPPS*

## Children's Internet Protection

### **The Children's Internet Protection Act**

The Children's internet protection Act (CIPA) was enacted by Congress in 2000 to address concerns about children's access to obscene or harmful content over the Internet. (You may find more information on the FCC website.)

In accordance with Texas Administrative Code 19 TAC §66.105, school districts or charter schools are required to certify that they protect against access to obscene or harmful content in compliance with the requirements for certification under the Children's Internet Protection Act, 47 USC §254(h)(5)(B) and (C).

**QUESTION 34.0:** Does your district or charter school protect against access to obscene or harmful content in compliance with the requirements for certification under the Children's Internet Protection Act, 47 USC §254(h)(5)(B) and (C).?

Yes

No

### Additional Informational Questions (Optional)\*

**QUESTION 35.0** Has your district or charter ever used the Texas Resource Review (TRR) to make decisions about which instructional materials to use?\*

Yes

No

**QUESTION 35.1** If **"Yes"** is selected: In which subject area(s) have you used the TRR to obtain information about the quality of products? \*

- English Reading Language Arts
- Spanish Reading Language Arts
- Prekindergarten
- Math

**QUESTION 36.0** How likely is it you would recommend TRR to other educators? 0 (Not at all likely) to 10 (Extremely Likely)\*

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

**QUESTION 37.0**

**Assessment Platform:** Select the assessment platform (if any) your district leverages for unit/module, diagnostic, or interim, and for which type of assessments.

Product	Interim	Diagnostic	Unit/Module Formatives
Eduphoria	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
DMAC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Texas Formative Assessment Resource	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
STAAR Interim	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text" value="iReady"/>			
Other:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="text" value="Insert here"/>			
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text" value="Insert here"/>			

Other Certified Subject Areas:

Please select each subject in the required curriculum below for which your LEA provides each student with instructional materials that cover all elements of the essential knowledge and skills: [multiple select]

- Career & Technical Education
- Fine Arts
- Health
- Technology Applications
- English Language Proficiency Standards
- Languages other than English

District County Number (6-digit ID):

147902

District or Charter Name:

Groesbeck ISD

Date of Ratification by Local School Board of Trustees or Governing Body:

May 15, 2023

Signature of the Board President and Secretary or Governing Board Officer

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Secretary

*After ratification, LEAs will submit this page of the TEKS Certification 2023–24 Form to the TEA through an electronic TEKS Certification 2023–24 Survey. The survey is also available on the TEA State-Adopted Instructional Materials webpage.*

## TEKS Certification and Allotment Survey Ratification [Printed and uploaded PDF]

In accordance with Texas Education Code §31.04, school districts and open-enrollment charter schools are required to certify annually to the State Board of Education and the commissioner that, for each subject in the required curriculum other than physical education, students have access to instructional materials that cover all the Texas Essential Knowledge and Skills (TEKS) for the coming school year. Additionally, in accordance with Texas Administrative Code 19 TAC §66.105, school districts or charter schools are required to certify that they protect against access to obscene or harmful content in compliance with the requirements for certification under the Children's Internet Protection Act, 47 USC §254(h)(5)(B) and (C).

These certifications must be ratified by local school boards of trustees or governing bodies in public, noticed meetings. Districts and open-enrollment charter schools will be unable to order instructional materials through EMAT until the certifications have been received by the Texas Education Agency (TEA).

G. Navarro Community College Dual Credit Partnership Agreement

**Part I: General Information**

Navarro College is pleased to propose a joint partnership effort with Groesbeck ISD for the 2023-2024 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:**

<b>THECB Statewide Dual Credit Goals</b>	<b>Navarro College Dual Credit Program Goals</b>
<p><b>Goal 1:</b> 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"> <li>▪ 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.</li> </ul>	<p><b>Goal 1:</b> 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"> <li>▪ Measurements of Implementation:</li> <li>▪ Constant collaboration with ISD partners.</li> <li>▪ Routine meetings with counselors and administrators.</li> <li>▪ 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.</li> <li>▪ 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.</li> <li>▪ Dual Credit department maintains records of all dual credit events and tracks enrollment to best communicate with all students.</li> </ul>
<p><b>Goal 2:</b> 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"> <li>▪ 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,</li> </ul>	<p><b>Goal 2:</b> 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"> <li>▪ Metric:</li> <li>▪ Student enrollment in postsecondary after high school is tracked through THECB and internal data.</li> <li>▪ Time to degree completion and semester credit</li> </ul>

<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"> <li>▪ Analysis of measures in enrollment in persistence through postsecondary education, disaggregated by student subpopulation is tracked through internal data.</li> <li>▪ Dual credit office performs transcript audits to determine hours to degree completion, student success, and graduation opportunities.</li> <li>▪ The Dual Credit Department performs student academic advising with dual credit high school students per THECB rules.</li> </ul>
<p><b>Goal 3:</b> 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"> <li>▪ Metric:</li> <li>▪ Examples of items included in analysis: Student enrollment in postsecondary after high school</li> <li>▪ 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.</li> </ul>	<p><b>Goal 3:</b> Continue to increase academic and transition advising to our dual credit population.</p> <ul style="list-style-type: none"> <li>○ Metric: <ul style="list-style-type: none"> <li>▪ Student enrollment in postsecondary after high school is tracked through THECB and internal data.</li> <li>▪ The Dual Credit Department performs transcript audits to determine time to degree completion, student success, and graduation opportunities.</li> <li>▪ 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.</li> <li>▪ Collaboration with ISD's to offer more dual credit course offerings that are of high need/interest with student's field of study goals.</li> </ul> </li> </ul>
<p><b>Goal 4:</b> 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"> <li>○ Metric: Analysis of performance in subsequent course work.</li> </ul>	<p><b>Goal 4:</b></p> <ul style="list-style-type: none"> <li>○ The Dual Credit Department, continuously analyzes student success by course by term, as well as, performs faculty evaluations to insure student success.</li> </ul>

### 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. Navarro College participates with the Texas College Bridge Program to assist our service area students by accepting successful completion of the Texas College Bridge college preparatory mathematics and english language arts courses to meet college readiness measures.

### **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 9<sup>th</sup> graders may provide a final 8<sup>th</sup> 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.

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:**

J. Johnson  
Navarro College Administrator Signature

\_\_\_\_\_  
ISD Administrator Signature

4/3/2023  
Date

**GROESBECK DC MOU CROSSWALK 2023-2024**

<b>Navarro College ID</b>	<b>Navarro College Course Title</b>	<b>NC Credit Hours</b>	<b>HS Course Title</b>	<b>HS Credits</b>	<b>PEIMS No.</b>	<b>Grade Taken</b>	<b>AAR Code</b>
ENGL 1301/1302	Composition I & II	6	English 4	1	3220300	11	English
HIST-1301/1302	United States History I & II	6	United States History	1	3340100	11	Social Studies
MATH 1324	Math for Business & Social Science	3	Mathematics, Intitution of Higher Ed	0.5	IHE11100	11-12	Math
MATH 1325	Calculus for Business & Social Science	3	Mathematics, Intitution of Higher Ed	0.5	IHE11100	11-12	Math

H. Donation(s)

GROESBECK HS STUDENT COUNCIL

Check Number 472429

Invoice Invoice Date Amount

FACE PAINT 05/01/23 \$1,000.00

THIS CHECK IS VOID WITHOUT A RED & BLUE BORDER AND BACKGROUND PLUS A KNIGHT & FINGERPRINT WATERMARK ON THE BACK - HOLD AT ANGLE TO VIEW



The Farmers State Bank

USMC OFFICE (704) 779-2272 GROESBECK, TX 75847  
BRANCH OFFICES  
MORNING (254) 380-4400 KODGE (334) 374-2283  
FARMERLO (805) 380-7999 WEST AL (334) 547-8414  
MORNING (254) 766-3334

EXPENSE CHECK

472429

WWC

05/01/23

\$1,000.00

For: FACE PAINTING DONATION

One Thousand Dollars And 00/100\*\*\*\*\*

PAY TO THE ORDER OF

GROESBECK HS STUDENT COUNCIL

*Laena Dawley*  
TWO SIGNATURES REQUIRED  
*Kristal Greer*  
Authorized Signature

**XVI. EXECUTIVE SESSION**

- A. Review Recommendation for Employment (Tex. Gov't 551.074)
- B. Personnel Resignations (Tex. Gov't 551.074)

**XVII. RECONVENE IN OPEN MEETING**

**XVIII. CONSIDER AND APPROVE ANY ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION**

- A. Recommendation for Employment
  - I. Other Personnel Positions as Needed
- B. Personnel Resignations

**XIX. SUPERINTENDENT COMMENTS**

**XX. BOARD PRESIDENT COMMENTS AND REPORTS**

**XXI. ADJOURNMENT**

If, during the course of the meeting, the Board may lawfully conduct a closed meeting as to all or part of any item on the agenda, then, in accordance with applicable law, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). The Board shall not conduct a closed meeting unless a quorum of the Board first convenes in an open meeting for which proper notice has been given. Before any closed meeting is conducted, the presiding officer will publicly identify the section or sections of the Open Meetings Act or other applicable law authorizing the closed meeting. All final votes, actions, or decisions regarding any matter deliberated in a closed meeting shall only be taken in open meeting for which proper notice has been given. [See BEC(LEGAL)]

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on:

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For the Board of Trustees