



**Agenda of Special Session
February 11, 2020
District Advisory Committee
Wichita Falls Independent School District**

NOTICE IS HEREBY GIVEN that the District Advisory Committee of Wichita Falls Independent School District will hold a Special Session at 12:00 PM, on February 11, 2020, at Board Room at the Education Center, 1104 Broad St, Wichita Falls, TX 76301.

The agenda for the meeting is as follows:

I. CALL TO ORDER AND OPENING STATEMENT

II. INVOCATION

III. PUBLIC COMMENT

IV. ADMINISTRATIVE SERVICES

A. TASB Recommended Local Policy Update 114

V. FINANCIAL SERVICES

A. January 2020 Budget Amendments

B. Financial Reports as of December 31, 2019

C. RFQ #20-20: Architectural Services for Possible Bond Projects and/or Future Renovations

VI. INSTRUCTIONAL SERVICES

A. Ag Program Update

VII. BOARD MATTERS

A. Memorandum of Understanding with WFISD and WFPD

B. Memorandum of Understanding with WFISD and WCSO

C. Minutes

D. Long Range Facility Planning

E. Closed Session Pursuant to Texas Government Code 551.074

1. Personnel Matters Including the Appointment, Evaluation, Reassignment, Duties, Discipline, Dismissal and/or Compensation of Individual District Employees

2. Deliberations Regarding Superintendent's Recommendation Concerning the Renewal of One-Year Contracts of Employment as Noted on the List Provided by Administration for Certified Administrators and Non-Certified Professionals

3. Superintendent's Annual Evaluation, Contract, and Compensation

F. Open Session:

1. Consideration and Possible Action Concerning the Renewal of One-Year Contracts of Employment as Noted on the List Provided by Administration for Certified Administrators and Non-Certified Professionals
2. Consideration and Possible Action Regarding Superintendent's Annual Evaluation, Contract, and Compensation

VIII. HUMAN RESOURCES

A. Personnel Report

B. Applicant Pool

IX. ADJOURNMENT

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on Friday, February 7, 2020 at 3:00 pm.

For the Board of Trustees

WICHITA FALLS ISD BOARD OF TRUSTEES
February 11, 2020

Agenda Item:	TASB Recommended Local Policy Update 114		
Administrator Responsible:	Debby Patterson, Executive Director of School Administration		
Attachments:	Policy Update 114, affecting local policies and revised LOCAL policies as a result of Update 114 (see attached list).		
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

Administrative Recommendation:

That the Wichita Falls Independent School District Board of Trustees add, revise or delete (LOCAL) policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 114 as submitted by Debby Patterson, Executive Director of School Administration, and as recommended by Michael S. Kuhrt, Superintendent of Schools.

Explanation:

Update 114 encompasses changes in law from the 86th Legislative Session that have an immediate effect on the governance and management of the district. Recommended changes to local policies address the following topics:

- Public participation at board meetings
- Investments and purchasing
- Security issues, including emergency operations plans and security personnel
- Cybersecurity
- Financial exigency
- Weapons in district parking areas
- Gifted and talented programs
- Partnership charters
- Student physical examinations
- Crisis intervention, including threat assessments and trauma-informed care
- Student records
- Request for public information

Fiscal Note:

None

(LOCAL) Policy Action List

WICHITA FALLS ISD(243905) - Update / LDU 114

BE(LOCAL): BOARD MEETINGS

BED(LOCAL): BOARD MEETINGS - PUBLIC PARTICIPATION

CDA(LOCAL): OTHER REVENUES - INVESTMENTS

CH(LOCAL): PURCHASING AND ACQUISITION

CKC(LOCAL): SAFETY PROGRAM/RISK MANAGEMENT - EMERGENCY PLANS

CKE(LOCAL): SAFETY PROGRAM/RISK MANAGEMENT - SECURITY PERSONNEL

CQ(LOCAL): TECHNOLOGY RESOURCES

CQB(LOCAL): TECHNOLOGY RESOURCES - CYBERSECURITY

DFFA(LOCAL): REDUCTION IN FORCE - FINANCIAL EXIGENCY

DH(LOCAL): EMPLOYEE STANDARDS OF CONDUCT

EHBB(LOCAL): SPECIAL PROGRAMS - GIFTED AND TALENTED STUDENTS

FDE(LOCAL): ADMISSIONS - SCHOOL SAFETY TRANSFERS

FFAA(LOCAL): WELLNESS AND HEALTH SERVICES - PHYSICAL EXAMINATIONS

FFB(LOCAL): STUDENT WELFARE - CRISIS INTERVENTION

FFBA(LOCAL): CRISIS INTERVENTION - TRAUMA-INFORMED CARE

FL(LOCAL): STUDENT RECORDS

GBAA(LOCAL): INFORMATION ACCESS - REQUESTS FOR INFORMATION

GKA(LOCAL): COMMUNITY RELATIONS - CONDUCT ON SCHOOL PREMISES

AS A RESULT OF UPDATE 114

BBD(LOCAL): BOARD MEMBERS – TRAINING AND ORIENTATION

DC(LOCAL): EMPLOYMENT PRACTICES

DMA(LOCAL): PROFESSIONAL DEVELOPMENT – REQUIRED STAFF DEVELOPMENT

EIC(LOCAL): ACADEMIC ACHIEVEMENT – CLASS RANKING

FFAC(LOCAL): WELLNESS AND HEALTH SERVICES – MEDICAL TREATMENT

FM(LOCAL): STUDENT ACTIVITIES



(LOCAL) Policy Comparison Packet

This packet is generated by an automated process that compares the updated policy to the district's current policy as found in TASB records.

In this packet, you will find:

- Policies being recommended for revision (annotated)
- New policies (not annotated)

Policies recommended for deletion are not included. If you want to include the text of these policies in the information given to the Board, you may download them from *Policy On Line*.

Annotations are shown as follows.

- *Deletions* are shown in a red strike-through font: ~~deleted text~~.
- *Additions* are shown in a blue, bold font: **new text**.
- Blocks of text that have been *moved* without alteration are shown in green, with double underline and double strike-through formatting to distinguish the text's destination from its origin: ~~moved text~~ becomes moved text.
- *Revision bars* appear in the right margin, as above.

Note: While the annotation software competently identifies simple changes, large or complicated changes—as in an extensive rewrite—may be more difficult to follow. In addition, TASB's recent changes to the policy templates to facilitate accessibility sometimes makes formatting changes appear tracked, even though the text remains the same.

For further assistance in understanding policy changes, please refer to the explanatory notes in your Localized Policy Manual update packet or contact your policy consultant.

Contact:	School Districts and Education Service Centers	Community Colleges
	policy.service@tasb.org	colleges@tasb.org
	800.580.7529 512.467.0222	800.580.1488 512.467.3689

BOARD MEETINGS

BE
(LOCAL)

Meeting Place and Time

The notice for a Board meeting shall reflect the date, time, and location of the meeting.

Regular Meetings

Regular meetings of the Board shall normally be held on the ~~third Monday~~ ~~third Monday~~ of each month at ~~6:00 p.m.~~ ~~6:00 p.m.~~ When determined necessary and for the convenience of District staff or Board members, the Board President may change the date, time, or location of a regular meeting with proper notice.

Special or
Emergency
Meetings

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

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

Agenda

Deadline

The deadline for submitting items for inclusion on the agenda is ~~5:00 p.m. on the fifth calendar~~ ~~5:00 p.m. on the fifth calendar~~ day before regular meetings and ~~5:00 p.m. on the fifth calendar~~ ~~5:00 p.m. on the fifth calendar~~ day before special meetings. No item shall be added to the agenda after the agenda is officially posted 72 hours prior to the scheduled Board meeting.

Preparation

In consultation with the Board President, the Superintendent shall prepare the agenda for all Board meetings. The Superintendent is encouraged to include at least one report on student achievement or an issue closely related to student achievement at each regular Board meeting. The Board President or any two Board members may request that a subject be included on the agenda for a meeting, and the Superintendent shall include on the preliminary agenda of the meeting all topics that have been timely submitted by a Board member.

Before the official agenda is finalized for any meeting, the Superintendent shall consult the Board President to ensure ~~that the agenda and the topics included meet with the Board President's approval. In reviewing the preliminary agenda, the Board President shall ensure that~~ any topics the Board or individual Board members have requested to be addressed are either on that agenda or scheduled for deliberation at an appropriate time in the near future. The Board President shall not have authority to remove from the agenda a subject requested by ~~atwo~~ ~~two~~ Board ~~member~~ ~~members~~ without ~~that~~ ~~these~~ Board ~~member's~~ ~~members'~~ specific authorization.

Agenda Review Work Session

The Board shall meet as a committee of the whole, normally during the week prior to the regular Board meeting, to review and discuss the proposed agenda items for the regular Board meeting. The purpose of the meeting is not for final decisions, but to allow Board

members to be fully informed about agenda items and to ask questions and request additional information.

The Superintendent or designees shall present the proposed agenda items and be prepared to answer questions and furnish additional information.

If any Board member requests additional information, the same information shall be delivered to all Board members no later than at the time of the delivery of the regular Board meeting agenda package.

As a result of the agenda review meeting, the Superintendent, with the consent of the Board President, may remove any item from the agenda for the regular Board meeting or make appropriate revision to any item to reflect the discussion of the Board.

Any item that is not on the Board agenda for the agenda review work session shall not be included in the agenda for the next regular Board meeting except in the case of an emergency or in the best interests of the District. The Superintendent shall not add any item to the agenda after the agenda review work session without the prior approval of the Board President. Adding action items to the agenda after the agenda review work session shall be the exception and not the rule.

Under unusual circumstances not within the reasonable control of the District's staff, an agenda review work session may also be posted as a special session of the Board where final action by the Board may be taken, if the Superintendent and the Board President deem such action to be in the best interests of the District.

Notice to Members

Members of the Board shall be given notice of regular and special meetings at least 72 hours prior to the scheduled time of the meeting and at least ~~two hours~~ **one hour** prior to the time of an emergency meeting.

Closed Meeting

Notice of all meetings shall provide for the possibility of a closed meeting during an open meeting, in accordance with law.

The Board may conduct a closed meeting when the agenda subject is one that may properly be discussed in closed meeting. [See BEC]~~(LEGAL)~~

Public Access to Agenda

The agenda shall be posted publicly in a timely fashion as required by law. In addition, the District shall post the agenda on the District's website. The District shall strive to provide copies of the agenda to guests at the Board meeting.

Order of Business

DATE ISSUED:
~~11/20/2019~~ **9/19/2018**
UPDATE ~~114LDU-2018-07~~
BE(LOCAL)-X

The order of business for regular Board meetings shall be as set out in the agenda accompanying the notice of the meeting. At the meeting, the order in which posted agenda items are taken may be changed by consensus of Board members. The Board President may also change the order of business for any reasonable reason unless a majority of Board members present requires otherwise.

Rules of Order

The Board shall observe the parliamentary procedures as found in *Robert's Rules of Order, Newly Revised*, except as otherwise provided in Board procedural rules or by law. Procedural rules may be suspended at any Board meeting by majority vote of the members present.

Conduct of Meeting

Board member protocol shall be as follows:

1. Board members shall act and dress professionally.
2. Board members shall handle all interactions with each other, the Superintendent, staff, and the public with respect.
3. Board members shall refrain from responding to speaker comments or addressing the audience during the open forum portion of the meeting. This does not apply to interaction with District staff members, consultants, or members of Board-appointed committees who are presenting reports or furnishing information to the Board.
4. Discussions shall be addressed to the Board President, the Superintendent, and the other members of the Board. This does not apply to interaction with District staff members, consultants, or members of Board-appointed committees who are presenting reports or furnishing information to the Board.
5. Discussions shall be directed solely to the business currently under deliberation, and the Board President reserves the right to halt discussions that do not apply to the business before the Board. The Board President shall also halt discussion if the Board has agreed to a time limitation for discussion of an item, and that time limit has expired.
6. The Board President shall preside with fairness and provide Board members with equal time. No Board member shall be permitted to dominate.
7. The Board President shall not interfere with debate so long as members wish to address an item under consideration.
8. Board members shall in every way strive to make Board meetings effective, efficient, and professional.

BOARD MEETINGS

BE
(LOCAL)

Voting Voting shall be by voice vote or show of hands, as directed by the Board President. Any member may abstain from voting, and a member's vote or failure to vote shall be recorded upon that member's request.

Consent Agenda When the agenda is prepared, the Board President shall determine items, if any, that qualify to be placed on the consent agenda. A consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.

Minutes Board action shall be carefully recorded by the Board Secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the Board President and the Board Secretary.

The official minutes of the Board shall be retained on file in the office of the Superintendent and shall be available for examination during regular office hours.

**Limit on
Participation**

Audience participation at a Board meeting is limited to the ~~public comment~~ portion of the meeting designated to receive public comment in accordance with this policy for that purpose. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer.

Public Comment

**Regular Meetings
Audience Protocol**

~~Audience protocol shall be as follows:~~ At regular

- ~~1. The audience shall be expected to remain quiet during the meeting.~~
- ~~2. All cell phones and other electronic devices shall be turned off or set to vibrate.~~
- ~~3. The audience shall be expected to refrain from cheering, clapping, or audibly commenting during the business portion of the meeting.~~
- ~~4. The audience shall be prohibited from displaying signs, posters, or placards inside the room where the Board meetings meeting is being held.~~
- ~~5. If disruption occurs, the President of the Board shall permit have the authority to ensure order through verbal warnings and/or removal of the individual or individuals from the premises by law enforcement. Continued disruption may result in criminal charges. [See Disruption, below]~~

Public Forum

~~Persons are provided two methods to address the Board. The first is through the complaint or grievance process [see policies DGBA(LOCAL), FNG(LOCAL), and GF(LOCAL)]. The second and more common method is through the public comment, regardless of whether the topic is an item on the agenda posted with notice of the meeting. portion of a regular meeting. The following rules shall apply to the public comment portion:~~

Special Meetings

- ~~1. At all other Speakers must register prior to the regular Board meetings, meeting, which normally begins at 6:00 p.m.~~
- ~~2. The public comment presentation shall be limited to items a maximum audience time of 30 minutes. Each speaker is limited to a maximum time of three minutes. No more than ten individuals shall be permitted to speak, and the time allotted for each speaker shall be three minutes. If fewer than ten individuals register to address the Board, the three-minute rule shall still apply to each speaker. Individuals speaking on the same topic are encouraged to select a spokesperson to present the group's views.~~

	<p>The Board President may recognize persons who sign up to address agenda posted with notice of the meeting.</p>
<p>Procedures</p>	<p>3.—Individuals who wish to participate items at the time when the agenda items are discussed by the Board or during the public comment portion of the meeting-</p> <p>4. The Board President or two Board members may direct the Superintendent to review and respond to the request or concerns of the speaker and report back to the Board through written or electronic transmittal or at a designated for public comment shall sign up with the presiding officer or designee before the meeting begins as specified in the Board's procedures on public comment and shall indicate the agenda item or topic on which they wish to address the Board. -</p>
	<p>Public comment shall occur at the beginning of the meeting.</p> <p>Except as permitted by this policy and the Board's procedures on public comment, an individual's comments to the Board shall not exceed five per meeting.</p>
<p>Meeting Management</p>	<p>When necessary for effective meeting management or to accommodate large numbers of individuals wishing to address the Board, the presiding officer may make adjustments to public comment procedures, including adjusting when public comment will occur during the meeting, reordering agenda items, deferring public comment on nonagenda items, continuing agenda items to a later meeting, providing expanded opportunity for public comment, or establishing an overall time limit for public comment and adjusting the time allotted to each speaker. However, no individual shall be given less than one minute to make comments.</p>
	<p>5.—The Board President shall recognize Board members prior to any member asking clarifying questions or making statements to the Board.</p>
<p>Board's Response</p>	<p>Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.</p>
<p>Complaints and Concerns</p>	<p>The presiding officer or designee shall determine whether an individual a person addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the individual person shall be referred to the appropriate policy (see list below) to seek resolution:</p> <p>Employee complaints: DGBA</p>

Student or parent complaints: FNG

Public complaints: GF

Disruption

The Board shall not tolerate disruption of the meeting by members of the audience. If, after at least one warning from the presiding officer, any individual person continues to disrupt the meeting by his or her words or actions, the presiding officer may request assistance from law enforcement officials to have the individual person removed from the meeting.

Objectives

The objectives of the District investment policy shall be:

- First, safety; second, adequate liquidity; and third, yield.
- To set forth methods, means, and goals of financial investment and debt management operation for the District.
- To insure the financial security and optimum liquidity of the District's funds at all times.
- To assist the District in achieving the maximum total investment of the District's funds in a prudent manner at all times.
- To assist the District in achieving the maximum interest yield on the District's funds at all times through methods allowed under federal and state law and in accordance with the District's current bank depository contract.

Standard of Care

The District's investments shall be made with judgment and care under circumstances then prevailing that persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived and optimum liquidity required for operations in the District. Individual investments shall be made in a manner consistent with this policy.

All investments must be in compliance with Texas Government Code 2256.

Investment Strategy

The District maintains portfolios that utilize four specific investment strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolios.

General Operating Funds

The District's investment strategy for general operating funds shall be made to ensure that anticipated cash flows are matched with adequate investment liquidity.

Bond Operating Funds

The District shall utilize an investment policy for bond operating funds to generate a dependable revenue stream for the appropriate debt service funds consistent with the District's investment policy and state law.

Debt Service Funds

The District shall utilize as the primary objective for the investment of debt service funds adequate liquidity to cover the debt service obligation of the District on required payment dates. Investments shall not have a stated final maturity date that exceeds the appropriate debt service payment date.

OTHER REVENUES
INVESTMENTS

CDA
(LOCAL)

Special and Trust
Funds

The District shall invest special and trust funds in accordance with state law and the District's investment policy to the maximum ability that such investments may benefit the District directly or shall utilize said funds in a method that such funds may benefit the District indirectly.

General Strategy

The District's investment portfolio shall consist of a variety of securities, which may include any or all of the authorized investments listed at Authorized Investments in this policy.

It shall be the general practice of the District to utilize an investment strategy based on Standard of Care in this policy, which also defines yield objectives as well as the Public Funds Investment Act, formerly Subchapter A of Chapter 2256 of the Texas Government Code (the Act). It is the District's intent to hold purchased securities to the stated maturity date and to have invested in such a manner to insure both the safety and liquidity of such transaction. In the event, however, the need arises to sell securities before the stated maturity date, said securities shall be analyzed to determine the appropriate time to liquidate said securities and minimize any potential real or book value loss to the District.

Responsibilities

An investment committee shall be appointed by the Board. The committee is responsible for establishing operating policies that will ensure that investments are maintained in a proper and prudent maturity distribution, represent sound extensions of credit and are appropriate investments with regard to regulatory and legal requirements. The committee shall meet quarterly, or as frequently as necessary, and shall be accountable to the Board. Ultimate responsibility for management of the investment portfolio rests with the investment officer (IO). It is expected that the IO may wish to delegate one or more of the specific investment objectives. Additionally, the IO shall be responsible for purchasing the type of securities approved in the quarterly investment strategy report. Sales from the portfolio must be approved by the IO and at least one other member of the committee.

During each quarterly meeting, the committee shall review securities purchases and sales of the previous period to determine their adherence to the investment policy and applicable laws and regulations. The committee shall also review investments maturing in the upcoming months and discuss possible reinvestment strategies. These strategies should be formulated with special regard to the District's liquidity needs, cash flow requirements, the projected economic environment, and policy guidelines as established by the committee. These actions by the investment committee are to be taken in addition to the Board taking action at monthly Board meetings to approve securities transactions and adherence to policy.

Summary information must be provided to the Board on the composition, size, quality, maturity, yield, and current market valuations for the investment portfolio. Implementation of this policy is the responsibility of the IO.

**Authorized
Investments**

In accordance with authorizing federal and state laws (Government Code 2256), the District's depository contract, and appropriate approved collateral provisions, the District may utilize the following types of investments for the District's funds, [including bond proceeds and pledged revenue to the extent allowed by law.](#)

The IO shall be required to diversify maturities. The IO, to the extent possible, shall attempt to match investments with anticipated cash flow requirements. Matching maturities with cash flow dates will reduce the need to sell securities prior to maturity, thus, reducing market risk. Unless matched to specific requirements, the IO may not invest more than 20 percent of the District's funds for a period greater than one year.

U.S. Treasury
Securities

U.S. Treasury securities are direct obligations of the U.S. Government. U.S. Treasury obligations are the highest quality and are the most liquid and marketable of investment securities. Investments in this category shall include Treasury bills, Treasury notes, and Treasury bonds. U.S. Treasury bills are sold on a discount basis and have initial maturities of three months, six months, and one year. U.S. Treasury notes and Treasury bonds are coupon-bearing instruments with initial maturities from two to ten years for notes and ten to 30 years for bonds.

The average life of the U.S. Treasury securities portfolio shall not exceed two years and may comprise up to 100 percent of the investment portfolio.

Federal Agencies

After U.S. Treasury securities, federal agency securities are generally regarded as the next highest quality investment suitable for the portfolio.

Federal agency obligations are usually acceptable for pledging and other collateral requirements. Agencies generally offer a rate of return slightly higher than direct U.S. Treasury securities. The spread difference in yield will be affected by the general level of interest rate, markets, and economic conditions at any given time. Consideration should be given to the spread relationship existing when portfolio investment decisions are made.

Securities included in this category are debt issuance by the Federal Farm Credit System (Farm Credits), the Federal Home Loan Bank (FHLB), the Federal National Mortgage Association (FNMA), the Student Loan Marketing Association (SLMA), the Federal

Home Loan Mortgage Corporation (FHLMC or “Freddie Mac”), the Government National Mortgage Association (GNMA or “Ginnie Mae”), and the Small Business Administration (SBA).

The average life of the U.S. agency section of the portfolio shall not exceed two years and shall comprise up to 100 percent of the investment portfolio.

Municipal Bonds

Any direct obligations of the state of Texas or its agencies and instrumentalities are considered municipal bonds. The IO shall consider prudent diversification of investment holdings per obligor. Compliance with all legal and regulatory guidelines shall be adhered to in the purchase and holding of securities. Taxable municipal obligation purchases may be made but are subject to the same credit, maturity, and geographic distribution requirements that may be applicable as dictated by the investment policy.

Credit information shall be maintained sufficient for management of the District to exercise an informed judgment in determining whether the securities should be purchased and to enable regulators to determine that each security purchased meets all statutory and regulatory requirements. Credit information sufficient for the Board to comply with all statutory and regulatory requirements relating to the approval of each investment shall be provided. The District shall retain all records relating to transactions in its investment portfolio as may be required by statute or regulation.

Additional consideration shall be given to the increased yield spread of taxable municipals over all other taxable investment alternatives.

Various political subdivisions of state and local government issue debt through municipal securities generally under two categories: general obligation (G.O.) and revenue bonds.

G.O. bonds are issued for a variety of public financing needs. They are generally regarded as the most credit worthy of municipal securities as they are backed by the taxing authority of the issuing governmental entity.

Revenue bonds are issued to finance specific projects (i.e., water and/or sewer revenues) and depend on the revenue or fee generated from the projects for repayment of principal and interest.

Bonds with a minimum Moody’s Investor’s Service rating of A or Standard & Poor’s Service rating of A shall be considered as eligible portfolio investments. An exception may be made for local, well-known credit issues where the cost of obtaining a credit rating by the issuing body is prohibitive.

Geographical distribution of municipals is an effective method of diversifying the District's overall credit risk and maximizing income potential.

The District will consider the following credit information on general obligation municipals to be purchased:

1. Relationship of debt burden to property valuation.
2. Reasonableness of debt burden on a per capita basis.
3. Sinking fund provisions.
4. Historical trends of debt.
5. Future debt service requirements.
6. Assessed valuation, including basis of assessment.
7. Relationship of tax burden to property valuation.
8. Tax collection record.
9. Recent trends in tax rates.
10. Economic background.
11. Debt paying ability.
12. Population trends.

The District shall consider the following credit information on revenue municipals to be purchased:

1. The number of times gross revenues cover debt service (coverage).
2. The segregation of revenue funds from general funds.
3. The flow of revenues to specific reserve accounts.
4. Special covenants that may limit default remedies.

The average maturity of this section of the portfolio shall be no greater than two years and will comprise no more than 50 percent of the investment portfolio.

Certificates of
Deposit

Certificates of deposit must be issued by a state or national bank, domiciled in the state of Texas, or a savings and loan association, domiciled in the state of Texas, which is guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC), or its successor; secured by obligations described in the Act, including mortgage-backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal

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(LOCAL)

amount of the certificates, but excluding those mortgage-backed securities of the nature described by the Act; or secured in any other manner and amount provided by law for deposits of the investing entity. Total collateralized certificates of deposits may comprise 100 percent of the investment portfolio.

Repurchase
Agreements

A fully collateralized repurchase agreement authorized under the Act, if the repurchase agreement has a defined termination date, is secured by obligations described by the Act, and requires the securities being purchased by the entity to be pledged to the entity, held in the entity's name, and deposited at the time the investment is made with a third party selected and approved by the entity; and is placed through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in the state of Texas. "Repurchase agreement" means a simultaneous agreement to buy, hold for a specified time, and sell back at a future date, obligations described by the Act at a market value at the time the funds are dispersed of not less than 102 percent of the principal amount of the funds dispersed. The term of the repurchase agreements shall not exceed 180 days.

Notwithstanding any other law, the term of any reverse security repurchase agreement shall not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received by an entity under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of authorized investments acquired must mature no later than the expiration date stated in the reverse security repurchase agreement.

Total investment in repurchase and reverse repurchase agreements shall not exceed 100 percent of the investment portfolio.

Mutual Funds

No-load money market mutual funds are regulated by the Securities and Exchange Commission, which has a dollar-weighted average stated maturity of 90 days or fewer and includes in its investment objectives the maintenance of a stable net asset value of \$1 for each share. A no-load mutual fund is an authorized investment under the Public Funds Investment Act if the mutual fund is registered with the Securities and Exchange Commission; has an average weighted maturity of less than two years; is invested exclusively in obligations approved by the Act; is continuously rated as to investment quality by at least one nationally recognized investment firm of not less than AAA or its equivalent; and conforms to the requirements set forth in the Act relating to the eligibility of investment pools to receive and invest funds of investing entities. The District is not authorized to invest in the aggregate more than 80 percent of its monthly average fund balance, excluding bond

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(LOCAL)

proceeds, and reserves and other funds held for debt service, in money market mutual funds as set forth herein above, or mutual funds as herein set forth above, either separately or collectively; invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds, and reserves and other funds held for debt service, in mutual funds as herein above described; invest any portion of bond proceeds, reserves and funds held for debt service, in mutual funds herein described above; or invest its funds or funds under its control, including bond proceeds and reserves and other funds held for debt service, in any one mutual fund as herein set out above in an amount that exceeds ten percent of the total assets of the mutual fund.

Additionally, the District may invest in a public investment pool meeting the requirements of the Act if the Board authorizes the investment in the particular pool. Investment in this type of pool shall not exceed ten percent of the investment portfolio.

Certificates of
Deposit—Credit
Unions

Certificates of deposit (CDs) and share certificates must be issued by a state or federal credit union domiciled in the state of Texas, guaranteed or insured by the FDIC or its successor or the National Credit Union Share Insurance Fund or its successor, and secured by obligations described by the Act at 102 percent of the principal value of the CD, except for obligations described in the Act.

Public Funds
Investment Pools

Public funds investment pools shall comprise 100 percent of the investment portfolio.

**Monitoring Market
Prices**

The investment officer shall monitor the investment portfolio and shall keep the Board informed of significant ~~changes~~~~declines~~ in the market value of the District's investment portfolio. Information sources may include financial/investment publications and electronic media, available software for tracking investments, depository banks, commercial or investment banks, financial advisers, and representatives/advisers of investment pools or money market funds. Monitoring shall be done ~~at least quarterly, as required by law, and~~ ~~at least quarterly, as required by law, and~~ more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment.

Monitoring Rating
Changes

In accordance with Government Code 2256.005(b), the investment officer shall develop a procedure to monitor changes in investment ratings and to liquidate investments that do not maintain satisfactory ratings.

**Safekeeping and
Collateralization**

The laws of the state and prudent treasury management require that all purchased securities be bought on a delivery versus pay-

ment basis and be held in safekeeping by either the District, an independent third-party financial institution, or the District's designated depository.

All safekeeping arrangements shall be designated by the IO and an agreement of the terms executed in writing. The third-party custodian shall be required to issue safekeeping receipts to the District listing each specific security, rate, description, maturity, cusip number, and other pertinent information. Each safekeeping receipt shall be clearly marked that the security is held for the District or pledged to the District.

Collateralization shall be required on two types of investments:

1. CDs over the FDIC insurance coverage of \$250,000; and
2. Repurchase agreements.

In order to anticipate market changes and provide a level of additional security for all funds, the collateralization level required shall be 102 percent of the market value of the principal and accrued interest.

Evaluation and Reporting

The IO shall submit monthly reports to the Board and quarterly and annual reports to the District containing sufficient information to permit an informed outside reader to evaluate the investment program. At a minimum, this report shall contain:

- Beginning and ending market value of the portfolio by market sector and total portfolio;
- Beginning and ending carrying (book) value of the portfolio by market sector and total portfolio;
- Transactions that change market and book value, detail reporting on each asset (book, market, and maturity dates at a minimum);
- Overall current yield of the portfolio; and
- Overall weighted average maturity of the portfolio and maximum maturities in the portfolio.

The report shall be prepared jointly by all involved in the investment activity and shall be signed by the staff involved.

Prudence

The standard of prudence to be used in the investment function shall be the "prudent person" standard and shall be applied in the context of managing the overall portfolio. This standard states:

“Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the expected income to be derived.”

**Securities Dealers/
Transactions**

The District has employed Sentry Management, Inc. (SMI) to provide professional investment advice for the District’s investment portfolio and other related investment areas such as asset/liability and interest rate risk analysis. SMI is an investment adviser firm registered with the Securities Exchange Commission as an adviser under the Investment Advisers Act of 1940 (15 U.S.C. section 80 b-1) and also with the Texas State Securities Board. SMI shall be employed on a set-fee basis only and shall not act as a dealer or broker.

The District’s management and Board recognize the importance of receiving objective, professional advice in management of the investment portfolio; however, it is explicitly understood that the Board, through management, does not delegate responsibility for the portfolio to SMI. All acquisitions and/or sales of securities shall be directly at the discretion of the District.

SMI places dealers in competition on purchases and sales and maintains records of each transaction. Transactions are done on a “best execution” basis, which precludes limiting any individual dealer’s securities’ volume with the District. Setting maximum volume quotas could force the District to purchase or sell securities at less than the best price and would not be in the best interest of the District.

Further, SMI shall not execute a transaction for the District without specific authorization from the District.

The District may have transactions with any Federal Reserve reporting government dealer (primary dealer). The Federal Reserve requires all primary dealers to maintain large capital and be financially solvent.

In addition to primary dealers, the District may have security transactions with the dealers listed at CDA(EXHIBIT)-A. Current financial information is maintained by SMI on the dealers listed on Exhibit A and is made available to the District. Additionally, the District shall maintain information on each dealer listed. The District may purchase or sell any of the approved investments listed in the investment policy from or to any of the approved securities dealers.

It shall be the District's Board acting through the committee and management's responsibility to review the dealers' financial condition. Considerations of each dealer shall be the dealer's capital and financial strength and general reputation with other financial institutions and investment dealers. Whenever available and possible, the District shall consider information from state or federal securities regulators and securities industry self-regulatory organizations, such as the National Association of Securities Dealers, concerning any formal enforcement actions against the dealer, its affiliates, or associated personnel.

All the District's records are available for unannounced, on-site inspection at SMI offices by any representative of the District.

Sellers of Investments

Prior to handling investments on behalf of the District, a broker/dealer or a qualified representative of a business organization must submit required written documents in accordance with law. [See Sellers of Investments, CDA(LEGAL)]

Representatives of brokers/dealers shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC), and be in good standing with the Financial Industry Regulatory Authority (FINRA).

Exceptions to Policy

It is anticipated that, in the course of business, it may be prudent to make investment decisions that differ from current operating policy when it is impossible for the committee to convene. In the event of this occurrence, the IO and one other committee member may act for the entire committee. All actions taken in the absence of the complete committee shall be reported in full to the next regularly scheduled committee and/or Board meeting. A permanent file of all exceptions shall be maintained by the IO.

This policy is intended to be flexible to deal with rapidly changing conditions in the District's economic environment and the global bond and money markets. Therefore, this policy can be amended by a majority vote of the committee. All policy changes shall be reported and approved at the next Board meeting.

This policy shall be reviewed by the Board at least annually.

**Purchasing
Authority**

The Board delegates to the Superintendent ~~or designee~~ the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs ~~\$100,000~~ \$100,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place. Board approval shall also be required for:

1. Contracts that state law requires the Board to approve;
2. Contracts to be awarded to other than the lowest responsible bidder fulfilling specifications; and
3. Contracts that are not included in the current budget, regardless of the amount.

Purchasing
Procedures ~~Method~~

The Superintendent shall develop purchasing procedures to implement the requirements of state and federal law. [See also CB, CBB, CH(LEGAL), and COA]

Purchasing Method

The Board delegates to the Superintendent ~~or designee~~ the authority to determine the method of purchasing in accordance with CH(LEGAL) or CBB(LEGAL), as appropriate.

*Competitive
Bidding*

If competitive bidding is chosen as the purchasing method, the Superintendent ~~or designee~~ shall prepare bid specifications. All bids shall be in accordance with administrative regulations, and the submission of any electronic bids shall also be in accordance with Board-adopted rules. All bidders shall be invited to attend the bid opening. Any bid may be withdrawn prior to the scheduled time for opening. Bids received after the specified time shall not be considered.

The District may reject any and all bids in accordance with state or federal law, as applicable.

*Competitive
Sealed Proposals*

If competitive sealed proposals are chosen as the purchasing method, the Superintendent ~~or designee~~ shall prepare the request for proposals and/or specifications for items to be purchased. All proposals shall be in accordance with administrative regulations, and the submission of any electronic proposals shall also be in accordance with Board-adopted rules. Proposals received after the specified time shall not be considered. Proposals shall be opened at the time specified, and all proposers shall be invited to attend the proposal opening. Proposals may be withdrawn prior to the scheduled time of opening. Changes in the content of a proposal, and in prices, may be negotiated after proposals are opened.

The District may reject any and all proposals in accordance with state or federal law, as applicable.

PURCHASING AND ACQUISITION

CH
(LOCAL)

Electronic Bids or Proposals

Bids or proposals that the District has chosen to accept through electronic transmission shall be administered in accordance with Board-adopted rules. Such rules shall safeguard the integrity of the competitive procurement process; ensure the identification, security, and confidentiality of electronic bids or proposals; and ensure that the electronic bids or proposals remain effectively unopened until the proper time.

Responsibility for Debts

The Board shall assume responsibility for debts incurred in the name of the District so long as those debts are for purchases made in accordance with the adopted budget, state law, Board policy, and the District's purchasing procedures. [See CE]- The Board shall not be responsible for debts incurred by persons or organizations not directly under Board control. District employees shall comply with all purchase order procedures set forth in the TEA *Financial Accountability System Resource Guide*. Persons making unauthorized purchases shall assume full responsibility for all such debts.

Purchase Commitments

All purchase commitments shall be made by the Superintendent ~~or designee~~, in accordance with administrative procedures, including the District's purchasing procedures.

Personal Purchases

District employees shall not be permitted to make purchases for personal use through the District's business office.

**Emergency
Operations Plan**

The Superintendent shall ensure updating of the District's ~~Emergency Operations Plan~~ **emergency operations plan** and ongoing staff training.

As required by law, the emergency operations plan shall include the District's procedures addressing:

1. ~~Reasonable~~ **Reasonable** security measures when District property is used as a polling place;
2. **Response to an active shooter emergency; and**

Access to campus buildings and materials necessary for a substitute teacher to carry out the duties of a District employee during an emergency or an emergency drill.

**District Police
Department**

To ensure sufficient security and protection of students, staff, and property, the Board authorizes the formation of a District police department and shall employ and commission a police officer, who shall serve as chief of police.

Supervisory
Authority

The police officer shall be accountable to and shall report to the Superintendent. In accordance with law, the Superintendent shall not delegate this supervisory responsibility.

Jurisdiction

The jurisdiction of the police officer shall include all territory within District boundaries, as well as all real and personal property outside the boundaries of the District that is owned, leased, or rented by the District, or is otherwise under the District's control.

Police Authority

The police officer employed by the District shall have all the powers, privileges, and immunities of police officers on or off duty within the jurisdiction of the District. ~~Subject to limitations in law, the~~The District police officer shall have the authority to:

1. Protect the safety and welfare of any person in the jurisdiction of the District and protect the property of the District.
2. Enforce all laws, including municipal ordinances, county ordinances, and state laws, and investigate violations of law as needed. In doing so, the District police officer may serve search warrants in connection with District-related investigations in compliance with the Texas Code of Criminal Procedure.
3. Arrest suspects consistent with state and federal statutory and constitutional standards governing arrests, including arrests without warrant, for offenses that occur in the officer's presence or under the other rules set out in the Texas Code of Criminal Procedure.
4. Coordinate and cooperate with commissioned officers of all other law enforcement agencies in the enforcement of this policy as necessary.
5. Enforce District policies, ~~rules, and regulations~~ on District property, in school zones, at bus stops, or at District functions.
6. Investigate violations of District policy, rules, and regulations as requested by the Superintendent and participate in ~~administrative~~ hearings concerning ~~the~~ alleged violations.
7. Carry weapons as approved by the Superintendent.
8. Carry out all other duties as directed by the Superintendent.

The District police officer shall not be assigned routine classroom discipline or administrative tasks.

Temporary Assignment

The District police officer shall enforce all laws, including municipal ordinances, county ordinances, and state laws within another law enforcement agency's jurisdiction while temporarily assigned to the other agency.

Limitations on Nonschool Employment

An officer commissioned under this policy shall not provide law enforcement or security services for an outside employer without prior written approval from the Superintendent.

Relationship with Outside Agencies

The District's police department and the law enforcement agencies with which it has overlapping jurisdiction shall enter into a memorandum of understanding that outlines reasonable communication and coordination efforts among the department and the agencies. The police officer and the Superintendent shall review the memorandum of understanding at least once every year. The memorandum of understanding shall be approved by the Board.

Video Monitoring

If available, video equipment shall be used on a District police car for safety purposes whenever the flashing lights on the car are in use.

Access to Recordings

Recordings shall be considered law enforcement records, shall remain in the custody of the police department, and shall be maintained as required by the department regulations manual and law. A parent or student who wishes to view a video recording in response to disciplinary action taken against the student may request such access under the procedures set out by law. [See FL(LEGAL)]

Training

The District police officer shall receive at least the minimum amount of education and training required by law.

Department Regulations Manual

To carry out the provisions in this policy, the police department shall compile and maintain a manual that describes and sets forth operational procedures, rules, and regulations pertaining to the administration of police services. The police officer and the Superintendent shall review the manual annually and make any appropriate revisions.

Racial Profiling

The police officer shall develop and implement regulations to ensure compliance with state law regarding racial profiling. The police officer employed by the District shall not initiate any law enforcement action based on an individual's race, ethnicity, or national origin.

SAFETY PROGRAM/RISK MANAGEMENT
SECURITY PERSONNEL

CKE
(LOCAL)

<i>Use of Force</i>	The use of force, including deadly force, shall be authorized only when reasonable and necessary, as outlined in the department regulations manual.
<i>High-Speed Pursuit</i>	The police officer shall not engage in high-speed chases in a motor vehicle when the immediate danger to the public or the officer created by the pursuit exceeds the immediate or potential danger presented by the offenders remaining at large. Guidelines for high-speed pursuits shall be addressed in the department regulations manual.
Complaints	<p>Complaints against the District police officer shall be in writing on a form provided by the District and shall be signed by the person making the complaint. In accordance with law, the District shall provide to the police officer a copy of the complaint. [See Complaints Against Peace Officers COMPLAINTS AGAINST PEACE OFFICERS at CKE CKE(LEGAL)]</p> <p>Appeals regarding this complaint process shall be filed in accordance with DGBA, FNG, or GF, as appropriate.</p>

Note: For Board member use of District technology resources, see BBI. For student use of personal electronic devices, see FNCE.

Availability of Access

For purposes of this policy, "technology resources" means electronic communication systems and electronic equipment.

Access to the District's technology resources, including the internet, shall be made available to students and employees primarily for instructional and administrative purposes and in accordance with administrative regulations.

Limited Personal Use

Limited personal use of the District's technology resources shall be permitted if the use:

1. Imposes no tangible cost on the District;
2. Does not unduly burden the District's technology resources; and
3. Has no adverse effect on an employee's job performance or on a student's academic performance.;
4. Takes place during nonworking hours; and
5. Does not promote financial gain for the employee.

Use by Members of the Public

Access to the District's technology resources, including the internet, shall be made available to members of the public, in accordance with administrative regulations. Such use shall be permitted so long as the use:

1. Imposes no tangible cost on the District; and
2. Does not unduly burden the District's technology resources.

Acceptable Use

The Superintendent ~~or designee~~ shall develop and implement administrative regulations, guidelines, and user agreements consistent with the purposes and mission of the District and with law and policy.

Access to the District's technology resources is a privilege, not a right. All users shall be required to acknowledge receipt and understanding of all administrative regulations governing use of the District's technology resources and shall agree in writing to allow monitoring of their use and to comply with such regulations and guidelines. Noncompliance may result in suspension of access or termination of privileges and other disciplinary action consistent

with District policies. [See DH, FN series, FO series, and the Student Code of Conduct] Violations of law may result in criminal prosecution as well as disciplinary action by the District.

Internet Safety

The Superintendent ~~or designee~~ shall develop and implement an internet safety plan to:

1. Control students' access to inappropriate materials, as well as to materials that are harmful to minors;
2. Ensure student safety and security when using electronic communications;
3. Prevent unauthorized access, including hacking and other unlawful activities;
4. Restrict unauthorized disclosure, use, and dissemination of personally identifiable information regarding students; and
5. Educate students about cyberbullying awareness and response and about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms.

Filtering

Each District computer with internet access and the District's network systems shall have filtering devices or software that blocks access to visual depictions that are obscene, pornographic, inappropriate for students, or harmful to minors, as defined by the federal Children's Internet Protection Act and as determined by the Superintendent ~~or designee~~.

The Superintendent ~~or designee~~ shall enforce the use of such filtering devices. Upon approval from the Superintendent ~~or designee~~, an administrator, supervisor, or other authorized person may disable the filtering device for bona fide research or other lawful purpose.

Monitored Use

Electronic mail transmissions and other use of the District's technology resources by students, employees, and members of the public shall not be considered private, except to the extent that the transmission would be protected by legal privilege such as the communications between attorney and client. Designated District staff shall be authorized to monitor the District's technology resources at any time to ensure appropriate use.

Disclaimer of Liability

The District shall not be liable for users' inappropriate use of the District's technology resources, violations of copyright restrictions or other laws, users' mistakes or negligence, and costs incurred by

users. The District shall not be responsible for ensuring the availability of the District's technology resources or the accuracy, age appropriateness, or usability of any information found on the internet.

Record Retention

A District employee shall retain electronic records, whether created or maintained using the District's technology resources or using personal technology resources, in accordance with the District's record management program. [See CPC]

Electronically Signed Documents

At the District's discretion, the District may make certain transactions available online, including student admissions documents, student grade and performance information, contracts for goods and services, and employment documents.

To the extent the District offers transactions electronically, the District may accept electronic signatures in accordance with this policy.

When accepting electronically signed documents or digital signatures, the District shall comply with rules adopted by the Department of Information Resources, to the extent practicable, to:

- Authenticate a digital signature for a written electronic communication sent to the District;
- Maintain all records as required by law;
- Ensure that records are created and maintained in a secure environment;
- Maintain appropriate internal controls on the use of electronic signatures;
- Implement means of confirming transactions; and
- Train staff on related procedures as necessary.

Security Breach Notification

~~Upon discovering or receiving notification of a breach of system security, the District shall disclose the breach to affected persons or entities in accordance with the time frames established by law.~~

~~The District shall give notice by using one or more of the following methods:~~

- ~~1. Written notice.~~
- ~~2. Electronic mail, if the District has electronic mail addresses for the affected persons.~~
- ~~3. Conspicuous posting on the District's website.~~
- ~~4.1. Publication through broadcast media.~~

Plan	The District shall develop a cybersecurity plan to secure the District's cyberinfrastructure against a cyberattack or any other cybersecurity incidents, determine cybersecurity risk, and implement appropriate mitigation planning.
Coordinator	The Superintendent shall designate a cybersecurity coordinator. The cybersecurity coordinator shall serve as the liaison between the District and the Texas Education Agency (TEA) in cybersecurity matters and as required by law report to TEA breaches of system security.
Training	Each District employee and Board member shall annually complete the cybersecurity training program designated by the District. The District shall verify and report compliance with staff training requirements to the Department of Information Resources. Additionally, the District shall complete periodic audits to ensure compliance with the cybersecurity training requirements.
Security Breach Notifications	<p>Upon discovering or receiving notification of a breach of system security, the District shall disclose the breach to affected persons or entities in accordance with the time frames established by law. The District shall give notice by using one or more of the following methods:</p> <ol style="list-style-type: none">1. Written notice.2. Email, if the District has email addresses for the affected persons.3. Conspicuous posting on the District's websites.4. Publication through broadcast media. <p>The District's cybersecurity coordinator shall disclose a breach involving sensitive, protected, or confidential student information to TEA and parents in accordance with law.</p>

**Plan to Reduce
Personnel Costs**

If the Superintendent determines that there is a need to reduce personnel costs, the Superintendent shall develop, in consultation with the Board as necessary, a plan for reducing costs that may include one or more of the following:

- Salary reductions [see DEA];
- Furloughs [see DEA];
- ~~Furloughs, if the District has received from the commissioner of education certification of a reduction in funding under Education Code 42.009 [see CBA and DEA];~~
- Reductions in force of contract personnel due to financial exigency, if the District meets the standard for declaring a financial exigency as defined by the commissioner [see CEA and provisions at [Reduction in Force Due to Financial Exigency](#) ~~REDUCTION IN FORCE DUE TO FINANCIAL EXIGENCY~~, below];
- Reductions in force of contract personnel due to program change [see DFFB]; or
- Other means of reducing personnel costs.

A plan to reduce personnel costs may include the reduction of personnel employed pursuant to employment arrangements not covered at [Applicability](#) ~~APPLICABILITY~~, below.

- See DCD for the termination at any time of at-will employment.
- See DFAB for the termination of a probationary contract at the end of the contract period.
- See DFCA for the termination of a continuing contract, if applicable.
- See DCE for the termination at the end of the contract period of a contract not governed by Chapter 21 of the Education Code.

**Reduction in Force
Due to Financial
Exigency**

Applicability

The following provisions shall apply when a reduction in force due to financial exigency requires:

1. The nonrenewal or termination of a term contract;
2. The termination of a probationary contract during the contract period; or
3. The termination of a contract not governed by Chapter 21 of the Education Code during the contract period.

Definitions

Definitions used in this policy are as follows:

1. "Nonrenewal" shall mean the termination of a term contract at the end of the contract period.
2. "Discharge" shall mean termination of a contract during the contract period.

General Grounds

A reduction in force may take place when the Superintendent recommends and the Board adopts a resolution declaring a financial exigency. [See CEA]- A determination of financial exigency constitutes sufficient reason for nonrenewal or sufficient cause for discharge.

Employment Areas

When a reduction in force is to be implemented, the Superintendent shall recommend the employment areas to be affected.

Employment areas may include, for example:

1. Elementary grades, levels, subjects, departments, or programs.
2. Secondary grades, levels, subjects, departments, or programs, including career and technical education subjects.
3. Special programs, such as gifted and talented, bilingual/ESL programs, special education and related services, compensatory education, or migrant education.
4. Disciplinary alternative education programs (DAEPs) and other discipline management programs.
5. Counseling programs.
6. Library programs.
7. Nursing and other health services programs.
8. An educational support program that does not provide direct instruction to students.
9. Other District-wide programs.
10. An individual campus.
11. Any administrative position, unit, or department.
12. Programs funded by state or federal grants or other dedicated funding.
13. Other contractual positions.

The Superintendent's recommendation may address whether any employment areas should be:

1. Combined or adjusted (e.g., “elementary programs” and “compensatory education programs” can be combined to identify an employment area of “elementary compensatory education programs”); and/or
2. Applied on a District-wide or campus-wide basis (e.g., “the counseling program at [named elementary campus]”).

The Board shall determine the employment areas to be affected.

Criteria for Decision

The Superintendent ~~or designee~~ shall apply the following criteria to the employees within an affected employment area when a reduction in force will not result in the nonrenewal or discharge of all staff in the employment area. The criteria are listed in the order of importance and shall be applied sequentially to the extent necessary to identify the employees who least satisfy the criteria and therefore are subject to the reduction in force. For example, if all necessary reductions can be accomplished by applying the first criterion, it is not necessary to apply the second criterion, and so forth.

1. Qualifications for Current or Projected Assignment: Certification, multiple or composite certifications, bilingual certification, licensure, endorsement, and/or specialized or advanced content-specific training or skills for the current or projected assignment.
- ~~2.~~ Performance: Effectiveness, as reflected by ~~the:~~
 - ~~a.~~ ~~The~~ most recent formal appraisal and, if available, consecutive formal appraisals from more than one year [see DNA]; and ~~any~~
 - ~~b.~~ ~~Any~~ other written evaluative information, including disciplinary information, from the last 36 months.

If the Superintendent ~~or designee~~ at his or her discretion decides that the documented performance differences between two or more employees are too insubstantial to rely upon, he or she may proceed to apply the remaining criteria in the order listed below.

- ~~3.~~2. Extra Duties: Currently performing an extra-duty assignment, such as department or grade-level chair, band director, athletic coach, or activity sponsor.
- ~~4.~~3. Professional Background: Professional education and work experience related to the current or projected assignment.
- ~~5.~~4. Seniority: Length of service in the District, as measured from the employee’s most recent date of hire.

REDUCTION IN FORCE
FINANCIAL EXIGENCY

DFFA
(LOCAL)

Superintendent Recommendation The Superintendent shall recommend to the Board the nonrenewal or discharge of the identified employees within the affected employment areas.

Board Vote After considering the Superintendent's recommendations, the Board shall determine the employees to be proposed for nonrenewal or discharge, as appropriate.

If the Board votes to propose nonrenewal of one or more employees, the Board shall specify the manner of hearing in accordance with DFBB(LOCAL).

If the Board votes to propose discharge of one or more employees, the Board shall determine whether the hearing will be conducted by a TEA-appointed hearing examiner [see DFD] or will be a local hearing under Education Code 21.207 [see DFBB].

Notice The Superintendent ~~or designee~~ shall provide each employee written notice of the proposed nonrenewal or discharge, as applicable. The notice shall include:

1. The proposed action, as applicable;
2. A statement of the reason for the proposed action; and
3. Notice that the employee is entitled to a hearing of the type determined by the Board.

Consideration for Available Positions

An employee who has received notice of proposed nonrenewal or discharge may apply for available positions for which he or she wishes to be considered. The employee is responsible for reviewing posted vacancies, submitting an application, and otherwise complying with District procedures.

If the employee meets the District's objective criteria for the position and is the most qualified internal applicant, the District shall offer the employee the position until:

1. Final action by the Board to end the employee's contract, if the employee does not request a hearing.
2. The evidentiary hearing by the independent hearing examiner, the Board, or other person designated in DFBB(LOCAL), if the employee requests a hearing.

Hearing Request

Nonrenewal: Term Contract

An employee receiving notice of proposed nonrenewal of a term contract may request a hearing in accordance with DFBB.

Discharge: Chapter 21 Contract

An employee receiving notice of proposed discharge from a contract governed by Chapter 21 of the Education Code may request a

REDUCTION IN FORCE
FINANCIAL EXIGENCY

DFFA
(LOCAL)

hearing. The hearing shall be conducted in accordance with DFD or the nonrenewal hearing process in DFBB, as determined by the Board and specified in the notice of proposed discharge.

Discharge:
Non-Chapter 21
Contract

An employee receiving notice of proposed discharge during the period of an employment contract not governed by Chapter 21 of the Education Code may request a hearing before the Board or its designee in accordance with DCE.

Final Action

Hearing Requested

If the employee requests a hearing, the Board shall take final action after the hearing in accordance with DCE, DFBB, or DFD, as applicable, and shall notify the employee in writing.

No Hearing
Requested

If the employee does not request a hearing, the Board shall take final action in accordance with DCE, DFBB, or DFD, as applicable, and shall notify the employee in writing.

Each District employee shall perform his or her duties in accordance with state and federal law, District policy, and ethical standards. The District holds all employees accountable to the Educators' Code of Ethics. [See DH(EXHIBIT)]

Each District employee shall recognize and respect the rights of students, parents, other employees, and members of the community and shall work cooperatively with others to serve the best interests of the District.

An employee wishing to express concern, complaints, or criticism shall do so through appropriate channels. [See DGBA]

Violations of Standards of Conduct

Each employee shall comply with the standards of conduct set out in this policy and with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to his or her status as a District employee. Violation of any policies, regulations, or guidelines, including intentionally making a false claim, offering a false statement, or refusing to cooperate with a District investigation, may result in disciplinary action, including termination of employment. [See DCD and DF series]

Weapons Prohibited

The District prohibits the use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on District property at all times.

Exceptions

No violation of this policy occurs when:

1. Use or possession of a firearm by a specific employee is authorized by Board action. [See ~~CKE~~CKE]
2. A District employee who holds a Texas handgun license stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, provided the handgun or other firearm is not ~~loaded and not~~ in plain view; or
3. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

Electronic Communication

Use with Students

In accordance with administrative regulations (employee handbook), a certified employee, licensed employee, or any other employee designated in writing by the Superintendent or a campus principal may use electronic communication, as this term is defined by law, with currently enrolled students only about matters within the scope of the employee's professional responsibilities.

Unless an exception has been made in accordance with the employee handbook or other administrative regulations, an employee

shall not use a personal electronic communication platform, application, or account to communicate with currently enrolled students.

Unless authorized above, all other employees are prohibited from using electronic communication directly with students who are currently enrolled in the District. The employee handbook or other administrative regulations shall further detail:

1. Exceptions for family and social relationships;
2. The circumstances under which an employee may use text messaging to communicate with individual students or student groups;
3. Hours of the day during which electronic communication is discouraged or prohibited; and
4. Other matters deemed appropriate by the Superintendent or designee.

In accordance with ethical standards applicable to all District employees [see DH(EXHIBIT)], an employee shall be prohibited from using electronic communications in a manner that constitutes prohibited harassment or abuse of a District student; adversely affects the student's learning, mental health, or safety; includes threats of violence against the student; reveals confidential information about the student; or constitutes an inappropriate communication with a student, as described in the Educators' Code of Ethics.

An employee shall have no expectation of privacy in electronic communications with students. Each employee shall comply with the District's requirements for records retention and destruction to the extent those requirements apply to electronic communication. [See CPC]

Personal Use

All employees shall be held to the same professional standards in their public use of electronic communication as for any other public conduct. If an employee's use of electronic communication violates state or federal law or District policy, or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.

Reporting Improper Communication

In accordance with administrative regulations, an employee shall notify his or her supervisor when a student engages in improper electronic communication with the employee.

Disclosing Personal Information

An employee shall not be required to disclose his or her personal email address or personal phone number to a student.

Safety Requirements Each employee shall adhere to District safety rules and regulations and shall report unsafe conditions or practices to the appropriate supervisor.

Harassment or Abuse An employee shall not engage in, or knowingly allow others to engage in, prohibited harassment, including sexual harassment, of:

1. Other employees. [See DIA]
2. Students. [See FFH; see FFG regarding child abuse and neglect.]

While acting in the course of employment, an employee shall not engage in, or knowingly allow others to engage in, prohibited harassment, including sexual harassment, of other persons, including Board members, vendors, contractors, volunteers, or parents.

An employee shall report child abuse or neglect as required by law. [See FFG]

Relationships with Students An employee shall not form romantic or other inappropriate social relationships with students. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. [See FFH]

As required by law, the District shall notify the parent of a student with whom an educator is alleged to have engaged in certain misconduct. [See FFF]

Tobacco and E-Cigarettes An employee shall not smoke or use tobacco products or e-cigarettes on District property, in District vehicles, or at school-related activities. [See also GKA]

Alcohol and Drugs / Notice of Drug-Free Workplace As a condition of employment, an employee shall abide by the terms of the following drug-free workplace provisions. An employee shall notify the Superintendent in writing if the employee is convicted for a violation of a criminal drug statute occurring in the workplace in accordance with Arrests, Indictments, Convictions, and Other Adjudications, below.

An employee shall not manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances during working hours while on District property or at school-related activities during or outside of usual working hours:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Alcohol or any alcoholic beverage.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.
4. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

An employee need not be legally intoxicated to be considered “under the influence” of a controlled substance.

Exceptions

It shall not be considered a violation of this policy if the employee:

1. Manufactures, possesses, or dispenses a substance listed above as part of the employee’s job responsibilities;
2. Uses or possesses a controlled substance or drug authorized by a licensed physician prescribed for the employee’s personal use; or
3. Possesses a controlled substance or drug that a licensed physician has prescribed for the employee’s child or other individual for whom the employee is a legal guardian.

Sanctions

An employee who violates these drug-free workplace provisions shall be subject to disciplinary sanctions. Sanctions may include:

1. Referral to drug and alcohol counseling or rehabilitation programs;
2. Referral to employee assistance programs;
3. Termination from employment with the District; and
4. Referral to appropriate law enforcement officials for prosecution.

Notice

Employees shall receive a copy of this policy.

Arrests, Indictments, Convictions, and Other Adjudications

An employee shall notify his or her principal or immediate supervisor and the human resources administration within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any felony, any offense involving moral turpitude, and any of the other offenses as indicated below:

1. Crimes involving school property or funds;
2. Crimes involving attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit that would entitle any person to hold or obtain a position as an educator;
3. Crimes that occur wholly or in part on school property or at a school-sponsored activity; or

4. Crimes involving moral turpitude, which include:
- Dishonesty;~~;~~ fraud;~~;~~ deceit;~~;~~ theft;~~;~~~~or~~ misrepresentation;
 - Deliberate violence;
 - Base, vile, or depraved acts that are intended to arouse or gratify the sexual desire of the actor;
 - Felony possession or conspiracy to possess, or any misdemeanor or felony transfer, sale, distribution, or conspiracy to transfer, sell, or distribute any controlled substance defined in Chapter 481 of the Health and Safety Code;
 - Felony driving while intoxicated (DWI); or
 - Acts constituting abuse or neglect under the Texas Family Code.

Dress and Grooming

An employee's dress and grooming shall be clean, neat, in a manner appropriate for his or her assignment, and in accordance with any additional standards established by his or her supervisor and approved by the Superintendent.

Nomination / Referral	Students may be nominated /referred for the gifted and talented program at any time by teachers, counselors, parents, or other interested persons.
Screening and Identification Process	<p>The District shall provide assessment opportunities to complete the screening and identification process for nominated/referred students at least once per school year.</p> <p>The District shall schedule a gifted and talented program awareness session for parents that provides an overview of the assessment procedures and services for the program prior to beginning the screening and identification process.</p>
Parental Consent	The District shall obtain written parental consent before any special testing or individual assessment is conducted as part of the screening and identification process. All student information collected during the screening and identification process shall be an educational record, subject to the protections set out in policies at FL.
Identification Criteria	The Board-approved program for the gifted and talented shall establish criteria to identify gifted and talented students. The criteria shall be specific to the state definition of gifted and talented and shall ensure the fair assessment of students with special needs, such as the culturally different, the economically disadvantaged, and students with disabilities.
Assessments	Data collected through both objective and subjective assessments shall be measured against the criteria approved by the Board to determine individual eligibility for the program. Assessment tools may include, but are not limited to, the following: achievement tests, intelligence tests, creativity tests, behavioral checklists completed by teachers and parents, student/parent conferences, and available student work products.
Selection	A selection committee shall evaluate each nominated /referred student according to the established criteria and shall identify those students for whom placement in the gifted and talented program is the most appropriate educational setting. The committee shall be composed of at least three professional educators who have received training in the nature and needs of gifted students, as required by law, and shall be established at the elementary level and at the secondary level.
Notification	The District shall provide written notification to parents of students who qualify for services through the District's gifted and talented program. Participation in any program or services provided for

gifted students shall be voluntary, and the District shall obtain written permission from the parents before placing a student in a gifted and talented program.

Reassessment

If the District reassesses students in the gifted and talented program, the reassessment shall be based on a student's performance in response to services and shall occur no more than once in elementary grades, once in middle school grades, and once in high school grades.

~~No Reassessments~~

~~The District shall not perform routine reassessments.~~

Transfer Students

Interdistrict

When a student identified as gifted by a previous school district enrolls in the District, the selection committee shall review the student's records and conduct assessment procedures when necessary to determine if placement in the District's program for gifted and talented students is appropriate.

~~The selection committee shall make a determination within 30 calendar days of the student's enrollment in the District and shall base the decision on the transferred records, observation reports of District teachers who instruct the student, and student and parent conferences.~~

[See FDD(LEGAL) for information regarding transfer students and the Interstate Compact on Educational Opportunities for Military Children]

Intradistrict

A student who transfers from one campus in the District to the same grade level at another District campus shall continue to receive services in the District's gifted and talented program.

Furloughs

The District may place on a furlough any student who is unable to maintain satisfactory performance or whose educational needs are not being met within the structure of the gifted and talented program. A furlough may be initiated by the District, the parent, or the student.

In accordance with the Board-approved program administrative regulations, a furlough shall be granted for specified reasons and for a specified period of time. At the end of a furlough, the student may reenter the gifted and talented program, be placed on another furlough, or be exited from the program.

Exit Provisions

The District shall monitor student performance in response to gifted and talented the program services. If at any time the selection committee or a parent determines it is in the best interest of the student to and his or her educational needs, the committee may exit a student from the program. If a student or parent requests removal from the program, the selection committee shall meet with

the parent and student before finalizing an exit decision honoring the request.

Appeals

A parent, ~~or~~ student, or educator may appeal any final decision of the selection committee regarding selection for or exit from the gifted and talented program. Appeals shall be made first to the selection committee. Any subsequent appeals shall be made in accordance with FNG(LOCAL) beginning at Level Two.

Program Evaluation

The District shall annually evaluate the effectiveness of the District's gifted and talented program, and the results of the evaluation shall be used to modify and update the District and campus improvement plans. The District shall include parents in the evaluation process and shall share the information with Board members, administrators, teachers, counselors, students in the gifted and talented program, and the community.

The District's gifted and talented program shall address effective use of funds for programs and services consistent with the standards in the state plan for gifted and talented students.

The District shall annually report to the Texas Education Agency (TEA) regarding funding used to implement the District's gifted and talented program. The District shall annually certify to TEA:

1. The establishment of a gifted and talented program by the District; and
2. That the District's program is consistent with the state plan for gifted and talented students.

Community Awareness

The District shall ensure that information about the District's gifted and talented program is available to parents and community members and that they have an opportunity to develop an understanding of and support for the program.

Safe Schools Data

The Superintendent ~~or designee~~ shall ensure that the District complies with [Texas Education Agency \(TEA\)](#) guidelines for the collection and maintenance of data regarding:

1. Mandatory expellable offenses committed at school or at a school-related or school-sponsored activity, on or off school property [see FOD];~~;~~ and
2. Any student who becomes a victim of one of the following violent criminal offenses, as defined by the Penal Code, while ~~in~~ ~~or on the premises~~~~grounds~~ of the school the student attends ~~or while attending a school-sponsored or school-related activity, on or off school property:~~
 - a. Attempted murder;
 - b. Indecency with a child;
 - c. Aggravated kidnapping;
 - d. ~~Aggravated Assault resulting in bodily injury or aggravated~~ assault on someone other than a District employee or volunteer;~~;~~
 - e. Sexual assault or aggravated sexual assault ~~against someone other than a District employee;~~ or volunteer;
 - f. Aggravated robbery; ~~or;~~
 - a. [Continuous sexual abuse of a young child or children.](#)

School Safety Transfers

The parent of a student who becomes a victim of a violent criminal offense as described [in the state guidance for unsafe school choice options](#)~~above~~ or who is assigned to a campus identified by TEA as persistently dangerous shall be offered a transfer to a safe public or charter school within the District.

For each transfer requested, the District shall explore transfer options, as appropriate. Options may include a transfer agreement with another school district.

From a Persistently Dangerous School

The parent of a student attending a school identified as persistently dangerous shall be provided notification of his or her right to request a transfer. Notification shall occur at least 14 days prior to the start of the school year or, for a student enrolling subsequently, upon the student's enrollment.

The parent must submit to the Superintendent ~~or designee~~ an application for transfer. The Superintendent ~~or designee~~ shall complete the transfer prior to the beginning of the school year, if applicable, or within 14 calendar days of the request for a subsequently enrolling student.

Any transfer arranged for a student from a campus identified by TEA as persistently dangerous shall be renewed so long as the campus from which the student transferred retains that designation.

The District shall maintain, in accordance with the District's record retention schedule, documentation of notification to parents of the transfer option, transfer applications submitted, and action taken.

For a Victim of a
Violent Criminal
Offense

Within 14 calendar days after a violent criminal offense described above occurs in or on the ~~premises~~~~grounds~~ of the school the student attends ~~or while attending a school-sponsored or school-related activity, on or off school property~~, the District shall notify the parent of a student who is a victim of the offense of the parent's right to request a transfer. The parent must submit to the Superintendent ~~or designee~~ an application for transfer. The Superintendent ~~or designee~~ shall approve or disapprove the request within 14 calendar days of its submission.

Any transfer arranged for a student who was a victim of a violent crime as described above shall be renewed so long as the threat to the student exists at the campus to which the student would typically be assigned.

For each offense, the District shall maintain for at least five years documentation of the nature and date of the offense, notification to the parent of the transfer option, transfer applications submitted, action taken, and other relevant information regarding the offense.

**Additional Transfer
Options**

In circumstances described by Education Code 25.0341, a parent of a student who has been the victim of a sexual assault, regardless of whether the offense occurred on or off school property, may request a transfer of the parent's child or the student assailant from the same campus.

[For other transfer provisions, see ~~See~~ also FDA and FDB.]

Required Medical Clearance

UIL Participation

Subject to the conditions set forth below, prior to participating in a designated University Interscholastic League (UIL) program or other District extracurricular program identified by the Superintendent, a student shall undergo a ~~desiring to participate in the UIL athletic program shall submit annually a completed~~ physical examination annually and shall submit a statement ~~form~~ from an authorized health-care provider ~~as described in this policy~~, indicating that the student has been examined and medically cleared ~~is physically able~~ to participate in the ~~athletic~~ program.

The form shall be ~~completed~~ ~~filled in~~ and signed by either a physician, a physician's assistant licensed by the State Board of Physician Assistant Examiners, a registered nurse recognized as an Advanced Practice Nurse by the Board of Nurse Examiners, or a Doctor of Chiropractic. Examination forms signed by any other health-care practitioner shall not be accepted.

A medical history form shall accompany each physical examination and shall be signed by both the student and parent or guardian.

Forms are available through the campus or online at the [UIL website](#).¹

Additional Screening

The District may provide additional screening as District and community resources permit.

Referrals

Parents of students identified through any screening programs as needing treatment or further examination shall be advised of the need and referred to appropriate health agencies.

Notice of Lice

A school nurse or administrator who discovers or becomes aware that a child enrolled in a District elementary school has lice shall provide written or electronic notice to parents within the time frames prescribed in law.

¹ UIL Athletics Forms: <http://www.uiltexas.org/athletics/forms>

**Threat Assessment
and Safe and
Supportive Team**

In compliance with law, the Superintendent shall ensure that a multidisciplinary threat assessment and safe and supportive team is established to serve each campus. The Superintendent shall appoint team members. The team shall be responsible for developing and implementing a safe and supportive school program at each campus served by the team and shall support the District in implementing its multihazard emergency operations plan.

Training

Each team shall complete training provided by an approved provider on evidence-based threat assessment programs.

Imminent Threats
or Emergencies

A member of the team or any District employee may act immediately to prevent an imminent threat or respond to an emergency, including contacting law enforcement directly.

Threat Assessment
Process

The District shall develop procedures as recommended by the Texas School Safety Center. In accordance with those procedures, the threat assessment and safe and supportive team shall conduct threat assessments using a process that includes:

1. Identifying individuals, based on referrals, tips, or observations, whose behavior has raised concerns due to threats of violence or exhibition of behavior that is harmful, threatening, or violent.
2. Conducting an individualized assessment based on reasonably available information to determine whether the individual poses a threat of violence or poses a risk of harm to self or others and the level of risk.
3. Implementing appropriate intervention and monitoring strategies, if the team determines an individual poses a threat of harm to self or others. These strategies may include referral of a student for a mental health assessment and escalation procedures as appropriate.

For a student or other individual the team determines poses a serious risk of violence to self or others, the team shall immediately report to the Superintendent, who shall immediately attempt to contact the student's parent or guardian. Additionally, the Superintendent shall coordinate with law enforcement authorities as necessary and take other appropriate action in accordance with the District's multihazard emergency operations plan.

For a student the team identifies as at risk of suicide, the team shall follow the District's suicide prevention program.

For a student the team identifies as having a substance abuse issue, the team shall follow the District's substance abuse program.

For a student whose conduct may constitute a violation of the District's Student Code of Conduct, the team shall make a referral to the campus behavior coordinator or other appropriate administrator to consider disciplinary action.

As appropriate, the team may refer a student:

1. To a local mental health authority or health-care provider for evaluation or treatment; or
2. For a full individualized and initial evaluation for special education services.

The team shall not provide any mental health-care services, except as permitted by law.

Guidance to School
Community

The team shall provide guidance to students and District employees on recognizing harmful, threatening, or violent behavior that may pose a threat to another person, the campus, or the community and methods to report such behavior to the team, including through anonymous reporting.

Reports

The team shall provide reports to the Texas Education Agency as required by law.

**Trauma-Informed
Care Program**

The District's trauma-informed care program, as included in the District improvement plan, shall provide for the integration of trauma-informed care practices in the school environment, including increasing staff and parent awareness of trauma-informed care, implementation of trauma-informed practices and care by District and campus staff, and providing information about available counseling options for students affected by trauma or grief.

Training

The District shall provide training in trauma-informed care to District educators as required by law. The District improvement plan shall specify required training for any other District employees as applicable.

Annual Report

The District shall provide an annual report to the Texas Education Agency on the number of employees who have participated in trauma-informed care training.

Comprehensive System

The Superintendent ~~or designee~~ shall develop and maintain a comprehensive system of student records and reports dealing with all facets of the school program operation and shall ensure through reasonable procedures that records are accessed by authorized persons only, as allowed by this policy. These data and records shall be stored in a safe and secure manner and shall be conveniently retrievable for use by authorized school officials.

Cumulative Record

A cumulative record shall be maintained for each student from entrance into District schools until withdrawal or graduation from the District.

This record shall move with the student from school to school and be maintained at the school where currently enrolled until graduation or withdrawal. Records for nonenrolled students shall be retained for the period of time required by law. No permanent records may be destroyed without explicit permission from the Superintendent. [See CPC]

Custodians of Records

The Superintendent or ~~designee or~~ principal are custodians of all records for currently enrolled students. [The director of support services and the Superintendent](#) ~~The Superintendent and designee~~ are the custodians of records for students who have withdrawn or graduated. The student handbook made available to all students and parents shall contain a listing of the addresses of District schools, as well as the Superintendent's business address.

Types of Education Records

The record custodian shall be responsible for the education records of the District. These records may include:

1. Admissions data, personal and family data, including certification of date of birth.
2. Standardized test data, including intelligence, aptitude, interest, personality, and social adjustment ratings.
3. All achievement records, as determined by tests, recorded grades, and teacher evaluations.
4. All documentation regarding a student's testing history and any accelerated instruction he or she has received, including any documentation of discussion or action by a grade placement committee convened for the student.
5. Health services record, including:
 - a. The results of any tuberculin tests required by the District.
 - b. The findings of screening or health appraisal programs the District conducts or provides. [See FFAA]

- c. Immunization records. [See FFAB]
6. Attendance records.
7. Student questionnaires.
8. Records of teacher, school counselor, or administrative conferences with the student or pertaining to the student.
9. Verified reports of serious or recurrent behavior patterns.
10. Copies of correspondence with parents and others concerned with the student.
11. Records transferred from other districts in which the student was enrolled.
12. Records pertaining to participation in extracurricular activities.
13. Information relating to student participation in special programs.
14. Records of fees assessed and paid.
15. Records pertaining to student and parent complaints.
16. Other records that may contribute to an understanding of the student.

Access by Parents

The District shall make a student's records available to the student's parents, as permitted by law. The records custodian or designee shall use reasonable procedures to verify the requester's identity before disclosing student records containing personally identifiable information.

Records may be reviewed in person during regular school hours without charge upon written request to the records custodian. For in-person viewing, the records custodian or designee shall be available to explain the record and to answer questions. The confidential nature of the student's records shall be maintained at all times, and records to be viewed shall be restricted to use only in the Superintendent's, principal's, or school counselor's office, or other restricted area designated by the records custodian. The original copy of the record or any document contained in the cumulative record shall not be removed from the school.

Copies of records are available at a per copy cost, payable in advance. Copies of records must be requested in writing. Parents may be denied copies of records if they fail to follow proper procedures or pay the copying charge. If the student qualifies for free or reduced-price lunches and the parents are unable to view the records during regular school hours, upon written request of a parent, one copy of the record shall be provided at no charge.

A parent may continue to have access to his or her child's records under specific circumstances after the student has attained 18 years of age or is attending an institution of postsecondary education. [See FL(LEGAL)]

Access by School Officials

A school official shall be allowed access to student records if he or she has a legitimate educational interest in the records.

For the purposes of this policy, "school officials" shall include:

1. An employee, Board member, or agent of the District, including an attorney, a consultant, an auditor, a contractor, a volunteer, and any outside service provider used by the District to perform institutional services.
2. An employee of a cooperative of which the District is a member or of a facility with which the District contracts for placement of students with disabilities.
3. A contractor retained by a cooperative of which the District is a member or by a facility with which the District contracts for placement of students with disabilities.
4. A parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

All contractors provided with student records shall follow the same rules as employees concerning privacy of the records and shall return the records upon completion of the assignment.

A school official has a "legitimate educational interest" in a student's records when he or she is:

1. Working with the student;
2. Considering disciplinary or academic actions, the student's case, or an individualized education program for a student with disabilities;
3. Compiling statistical data;
4. Reviewing an education record to fulfill the official's professional responsibility; or
5. Investigating or evaluating programs.

Transcripts and Transfers of Records

The District may request transcripts from previously attended schools for students transferring into District schools; however, the ultimate responsibility for obtaining transcripts from sending schools rests with the parent or student, if 18 or older.

For purposes of a student's enrollment or transfer, the District shall promptly forward in accordance with the ~~timeline~~ ~~time-line~~ provided in law education records upon request to officials of other schools or school systems in which the student intends to enroll or enrolls. [See FD(LEGAL), Required Documentation] -The District may return an education record to the school identified as the source of the record.

**Records
Responsibility for
Students in Special
Education**

The ~~director of special education~~ ~~director-of-special-education~~ shall be responsible for ensuring the confidentiality of any personally identifiable information in records of students in special education.

A current listing of names and positions of persons who have access to records of students in special education is maintained at ~~the office of the director of special education~~ ~~the-office-of-the~~ ~~director-of-special-education~~.

**Procedure to Amend
Records**

Within 15 District business days of the record custodian's receipt of a request to amend records, the District shall notify the parents in writing of its decision on the request and, if the request is denied, of their right to a hearing. If a hearing is requested, it shall be held within ten District business days after the request is received.

Parents shall be notified in advance of the date, time, and place of the hearing. An administrator who is not responsible for the contested records and who does not have a direct interest in the outcome of the hearing shall conduct the hearing. The parents shall be given a full and fair opportunity to present evidence and, at their own expense, may be assisted or represented at the hearing.

The parents shall be notified of the decision in writing within ten District business days of the hearing. The decision shall be based solely on the evidence presented at the hearing and shall include a summary of the evidence and reasons for the decision. If the decision is to deny the request, the parents shall be informed that they have 30 District business days within which to exercise their right to place in the record a statement commenting on the contested information and/or stating any reason for disagreeing with the District's decision.

**Directory
Information**

The District has designated the following categories of information as directory information: ~~student name; address; telephone listing; electronic mail address; photograph; date and place of birth; major field of study; degrees, honors, and awards received; dates of attendance; grade level; most recent educational institution attended; participation in officially recognized activities and sports; and weight and height of members of athletic teams~~ ~~student name;~~ ~~address;~~ ~~telephone listing;~~ ~~electronic mail address;~~ ~~photograph;~~ ~~date and place of birth;~~ ~~major field of study; degrees, honors, and~~

~~awards received; dates of attendance; grade level; most recent educational institution attended; participation in officially recognized activities and sports; and weight and height of members of athletic teams.~~

**Charging for
Personnel Time**

As authorized by law, the District shall charge a ~~requester~~requester for additional personnel time spent producing information for the ~~requester~~requester after personnel of the District have collectively spent:

1. 36 hours of time during the District's fiscal year; or
2. 15 hours of time during a one-month period.

**Suspension of
Public Information
Act During
Catastrophe**

In the event of a catastrophe, as defined by law, affecting the District, the Board delegates to the Superintendent the authority to suspend the applicability of Government Code Chapter 552 to the District for the period of time permitted by law and provide the required notices to the attorney general and public. The Board shall approve any extension of an initial suspension period.

COMMUNITY RELATIONS
CONDUCT ON SCHOOL PREMISES

GKA
(LOCAL)

**Access to District
Property**

Authorized District officials, including school resource officers and District police officers if applicable, may refuse to allow a person access to property under the District's control in accordance with law.

District officials may request assistance from law enforcement in an emergency or when a person is engaging in behavior rising to the level of criminal conduct.

**Ejection or
Exclusion under
Education Code
37.105**

In accordance with Education Code 37.105, a District official shall provide a person refused entry to or ejected from property under the District's control written information explaining the right to appeal such refusal of entry or ejection under the District's grievance process.

A person appealing under the District's grievance process shall be permitted to address the Board in person within 90 days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See FNG and GF]

**Off-Campus
Activities**

Employees shall be designated to ensure appropriate conduct of participants and others attending a school-related activity at non-District or out-of-District facilities. Those so designated shall coordinate their efforts with persons in charge of the facilities.

Prohibitions

Tobacco and
E-Cigarettes

The District prohibits smoking and the use of tobacco products and e-cigarettes on District property, in District vehicles, or at school-related activities.

Weapons

The District prohibits the unlawful use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on all District property at all times.

Exceptions

No violation of this policy occurs when:

1. A Texas handgun license holder stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, as long as the handgun or other firearm is not ~~loaded and not~~ in plain view; or
2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

**Public Information
Coordinator**

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

**Reporting
Continuing
Education Credit**

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

Note: For guidance on reporting hours of continuing education credit earned by a board member, see the TASB School Law eSource. The information and articles at [Board Member Responsibilities](#)¹ answer frequently asked questions about board member training and assist the board president in making the board's training credit announcement.

¹ Board Member Responsibilities: <https://www.tasb.org/services/legal-services/tasb-school-law-esource/governance/board-member-responsibilities.aspx>

EMPLOYMENT PRACTICES

DC
(LOCAL)

Personnel Duties	The Superintendent shall define the qualifications, duties, and responsibilities of all positions and shall ensure that job descriptions are current and accessible to employees and supervisors.
Posting Vacancies	The Superintendent or designee shall establish guidelines for advertising employment opportunities and posting notices of vacancies. These guidelines shall advance the Board's commitment to equal opportunity employment and to recruiting well-qualified candidates. Current District employees may apply for any vacancy for which they have appropriate qualifications.
Applications	<p>All applicants shall complete the application form supplied by the District. Information on applications shall be confirmed before a contract is offered for a contractual position and before hiring or as soon as possible thereafter for a noncontractual position.</p> <p>[For information related to the evaluation of criminal history records, see DBAA.]</p>
Employment of Contractual Personnel	<p>The Superintendent has sole authority to make recommendations to the Board regarding the selection of contractual personnel.</p> <p>The Board retains final authority for employment of contractual personnel. [See DCA, DCB, DCC, and DCE as appropriate]</p> <p>The Board may authorize the Superintendent or designee to offer a designated number of contracts for approved positions to highly qualified individuals prior to Board review. Such contracts shall be conditional upon verification of the applicants' qualifications and final Board action.</p>
Employment of Noncontractual Personnel	The Board delegates to the Superintendent final authority to employ and dismiss noncontractual employees on an at-will basis. [See DCD]
Employment Assistance Prohibited	No District employee shall assist another employee of the District or of any school district, district of innovation , open-enrollment charter school , or other charter entity in obtaining a new job if the employee knows, or has probable cause to believe, that the other employee engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative or personnel file does not violate this prohibition. [See CJ for prohibitions relating to contractors and agents and DH(EXHIBIT) for the Educators' Code of Ethics.]

PROFESSIONAL DEVELOPMENT
REQUIRED STAFF DEVELOPMENT

DMA
(LOCAL)

**Staff Development
Equivalency Time**

With the Superintendent's or principal's prior approval, professional and paraprofessional personnel may attend conventions, conferences, workshops, and seminars on weekends, holidays, summer vacation, or other noninstructional time and be credited with staff development hours.

Employees who wish to be excused from a scheduled staff development activity shall submit a request to the principal or supervisor.

**New Teacher
Orientation**

New teacher orientation is mandatory for all teachers new to the District. The orientation shall be conducted during the days designated for such purposes immediately preceding the staff development required of all certified staff [at the beginning of the year or on dates designated during the instructional year.](#)

**Consistent
Application for
Graduating Class**

The District shall apply the same class rank calculation method and rules for local graduation honors for all students in a graduating class, regardless of the school year in which a student first earned high school credit.

**Students Who
Entered High School
in August 2015 and
August 2016**

The following provisions shall apply to students who entered high school in August 2015 and August 2016.

Calculation

For every high school student, the District shall calculate a grade point average (GPA) based on the grades earned in every course taken as part of the student's high school graduation plan and as documented on the student's academic record. The GPA shall be used to determine an initial class rank.

For students who have a GPA of 4.0 or higher, their final class rank shall be determined by a class rank GPA, as described in this policy.

In the event that the class rank GPA produces a tie among students, a tie-breaker formula shall be used.

Exclusions

The calculation of initial class rank shall exclude credits earned outside the District on alternate grading systems that do not correlate to a 100-point scale, such as grades recorded only as pass/fail.

Repeated Courses

When a student repeats a course in which he or she received a failing grade, the original course attempts shall not be removed from the total number of courses when calculating the GPA. While in high school, if a student repeats a course for which credit has already been earned, the course shall not be taken for additional credit and shall not be awarded grade points. [See EIC(REGULATION)] Repeating a course shall be considered an audit.

*Weighted Grade
System*

In accordance with this policy, the District shall categorize and weight courses as Modified, Regular, Dual Credit, and Advanced, as defined below. Decisions on the level of courses taken by a student shall be made on a case-by-case basis and do not depend on any special programs in which a student is enrolled.

Categories

Courses in each category shall be designated in the District's course guide.

"Modified course" shall be defined as a course with significantly reduced curriculum requirements or with a significantly reduced expectation of student mastery. With a Modified course, only a reduced portion of the designated Texas Essential Knowledge and

Skills (TEKS) may be addressed, or the student may be held accountable for only a reduced portion of the TEKS covered in the class.

Any course required for graduation in the core academics or fine arts areas at any campus could be classified as a modified course.

“Regular course” shall be defined as a course that addresses all the content required by the TEKS. Regular courses shall include most traditional academic courses and electives. For purposes of this policy, any credits earned by examination or through a correspondence course shall be classified as a regular course and shall receive regular grade points.

“Dual credit courses” are courses for which students receive credit through a college or university, in addition to receiving high school credit. Because these courses are taught on a college level and require that students meet admission requirements to the college or university, they are given GPA points on a scale higher than regular classes.

“Advanced course” shall be defined as a course with requirements and expectations that exceed the content required by the TEKS. Advanced courses include those designated as Advanced Placement (AP), International Baccalaureate Diploma Programme (IBDP), Pre-AP, or IB Pre-DP.

Weighted Grade Points

The District shall convert semester grades to grade points and shall calculate a weighted GPA in accordance with the following table:

Grade	Advanced	Dual Credit	Regular	Modified
≤ 69 (F)	0 points	0 points	0 points	0 points
70–71 (D D-)	1.5 points	1.25 points	1 point	0 points
72–74 (C- D+)	2 points	1.5 points	1 point	0 points
75–76 (C C-)	2.5 points	2 points	1.5 points	1 point
77–79 (C+)	3 points	2.5 points	2 points	1 point
80–84 (B-)	3.5 points	3 points	2.5 points	1.5 points
85–89 (B+)	4 points	3.5 points	3 points	2 points
90–94 (A-)	4.5 points	4 points	3.5 points	2.5 points

Grade	Advanced	Dual Credit	Regular	Modified
95–100 (A+)	5 points	4.5 points	4 points	3 points

Changes in Enrollment

When a student transfers grades for properly documented courses, the District shall assign weight to those grades based on the categories and grade weight system used by the District.

To the extent possible, courses completed at a previous high school shall be compared and matched to courses available at the student's new school. If an advanced course completed at a previous high school does not correspond to one offered at the new campus, then this course shall count for elective credit and shall be scored with regular grade points.

Grade Point Average

The initial GPA shall be calculated for each student by dividing the total of all grade points earned by the total number of semester grades for which points were earned.

Seniors shall be ranked based on all prior semester grades through the fifth six-week grading period of the senior year. The average of the fourth and fifth six-week grades shall be used as the semester grade for this purpose. The principal's designee shall determine the initial class rankings based on this GPA. Another employee shall be appointed by the principal to check these rankings to determine which students have initial GPAs of 4.0 or above.

Class Rank GPA

For each student whose GPA exceeds 4.0, his or her final class rank shall be determined by the class rank GPA, which shall be determined using the following method.

The class rank GPA shall be the average of all the grade points earned in the following courses:

- English I, English II, English III, and English IV.
- Geometry, Algebra II, and 2 additional mathematics credits. [For a list of courses that count for the additional mathematics credits, see EIC(REGULATION).]
- Biology, Chemistry, Physics or AP Physics I or Principles of Technology, and 2 additional science credits. [For a list of courses that count for the additional science credits, see EIC(REGULATION).]
- World Geography or World History, U.S. History, Government, Economics, and 1 additional social studies credit. [For a list of

courses that count for the additional social studies credit, see EIC(REGULATION).]

- Two advanced levels of the same language other than English (either Spanish II and III or French II and III).

Therefore, the class rank GPA is determined based on a total of 38 semester grades (eight from English, eight from mathematics, ten from science, eight from social studies, and four from languages other than English (LOTE).

If a student with an initial GPA of 4.0 or above does not complete any of the 38 semester grades listed in the description of the class rank GPA above, then a score of zero points shall be used for these semesters in the calculation of the class rank GPA.

In order to achieve a correct ranking for those students with a GPA of 4.0 or above, at the end of the fifth six-week grading period of the senior year, but no later than the first week of May, the final class rank GPA shall be applied to all eligible students. A student with an initial GPA below 4.0 shall not be included in the calculation of the class rank GPA formula and shall have his or her GPA recalculated at the end of the last semester of his or her senior year.

Local Graduation
Honors

For the purpose of determining honors to be conferred during graduation activities, the District shall calculate class rank at the end of the fifth six-week grading period of the senior year. The average of the fourth and fifth six-week grades shall be used as the semester grade for this purpose.

For the purpose of applications to institutions of higher education, the District shall also calculate class rank as required by state law. The District's eligibility criteria for local graduation honors shall apply only for local recognitions and shall not restrict class rank for the purpose of automatic admission under state law. [See EIC(LEGAL)]

*Valedictorian and
Salutatorian*

The valedictorian and salutatorian shall be the eligible students with the highest and second highest class rank GPA, respectively. To be eligible for such recognition, a student must have been enrolled in the same high school in the District at the end of his or her junior year and for his or her entire senior year immediately preceding graduation. A student graduating in less than eight semesters shall not be eligible for valedictorian or salutatorian; however, if his or her class rank GPA qualifies, the student may be eligible to be recognized as an honor graduate.

The first Monday in May during the last grading period of each year shall be designated as the day for releasing information on the valedictorian and salutatorian.

Breaking Ties

In the event that two or more students have an identical class rank GPA, the District shall apply the following “tie breaker” method when necessary to determine recognitions, such as valedictorian or salutatorian, top ten graduates, or the students who may qualify for automatic admission into state universities.

To break a tie in class rank between students:

1. Identify any common advanced courses taken by the students at the same campus. (Common courses are not limited to those included in the class rank GPA.)
2. Categorize each common advanced course as either:
 - a. Honors; or
 - b. AP or IBDP.
3. Convert the semester grades in each common advanced course into grade point equivalents (GPEs), according to the following formulas:
 - a. Honors courses: $GPE = 0.1 \times (\text{semester grade}) - 4$
 - b. AP or IBDP courses: $GPE = 0.1 \times (\text{semester grade}) - 3$

(As an alternate to using the formulas, see Table I, below.)
4. Total the GPEs based on the semester grades for the common advanced courses. To break any tie, the student with the highest total of GPEs shall be ranked the highest, and the student with the lowest total of GPEs shall be ranked the lowest.

When used to break a tie to determine the valedictorian, the student with the largest total of GPEs based on identical courses taken in Honors and AP/IB courses shall be the valedictorian. The student with the second highest total shall be the salutatorian. If two students tie with the highest total of GPEs, covaledictorians shall be named, but no salutatorian shall be recognized.

Table I: Grade Point Equivalents

GPEs are as follows:

Honors	
Grade	GPE
100	6.0
99	5.9
98	5.8
97	5.7

AP or IBDP	
Grade	GPE
100	7.0
99	6.9
98	6.8
97	6.7

ACADEMIC ACHIEVEMENT
CLASS RANKING

EIC
(LOCAL)

Honors	
Grade	GPE
96	5.6
95	5.5
94	5.4
93	5.3
92	5.2
91	5.1
90	5.0
89	4.9
88	4.8
87	4.7
86	4.6
85	4.5
84	4.4
83	4.3
82	4.2
81	4.1
80	4.0
79	3.9
78	3.8
77	3.7
76	3.6
75	3.5
74	3.4
73	3.3
72	3.2
71	3.1
70	3.0
≤ 69	0

AP or IBDP	
Grade	GPE
96	6.6
95	6.5
94	6.4
93	6.3
92	6.2
91	6.1
90	6.0
89	5.9
88	5.8
87	5.7
86	5.6
85	5.5
84	5.4
83	5.3
82	5.2
81	5.1
80	5.0
79	4.9
78	4.8
77	4.7
76	4.6
75	4.5
74	4.4
73	4.3
72	4.2
71	4.1
70	4.0
≤ 69	0

Table I shall also be available at each high school campus.

ACADEMIC ACHIEVEMENT
CLASS RANKING

EIC
(LOCAL)

Honor Graduates	The District shall recognize as an honor graduate each student who has a weighted GPA of 3.5 or above.
Top Ten Percent	The final class rank GPA shall be used to determine the top ten percent of students in each year's graduating class.
Top Ten Students	The top ten highest-ranking students as determined by the final class ranking GPA at each high school shall be honored during graduation.
Students Who Entered High School in August 2017 and After	The following provisions shall apply to students who entered high school in August 2017 and after.
Calculation	<p>For every high school student, the District shall calculate a GPA based on the grades earned in every course taken as part of the student's high school graduation plan and as documented on the student's academic record. The GPA shall be used to determine an initial class rank.</p> <p>For students who have a GPA of 4.0 or higher, their final class rank shall be determined by a class rank GPA, as described in this policy.</p> <p>In the event that the class rank GPA produces a tie among students, a tie-breaker formula shall be used.</p>
Exclusions	The calculation of initial class rank shall exclude credits earned outside the District on alternate grading systems that do not correlate to a 100-point scale, such as grades recorded only as pass/fail.
Repeated Courses	When a student repeats a course in which he or she received a failing grade, the original course attempts shall not be removed from the total number of courses when calculating the GPA. While in high school, if a student repeats a course for which credit has already been earned, the course shall not be taken for additional credit and shall not be awarded grade points. [See EIC(REGULATION)] Repeating a course shall be considered an audit.
Weighted Grade System	In accordance with this policy, the District shall categorize and weight courses as Modified, Regular, and Advanced, as defined below. Decisions on the level of courses taken by a student shall be made on a case-by-case basis and do not depend on any special programs in which a student is enrolled.
Categories	Courses in each category shall be designated in the District's course guide.

“Modified course” shall be defined as a course with significantly reduced curriculum requirements or with a significantly reduced expectation of student mastery. With a Modified course, only a reduced portion of the designated Texas Essential Knowledge and Skills (TEKS) may be addressed, or the student may be held accountable for only a reduced portion of the TEKS covered in the class.

Any course required for graduation in the core academics or fine arts areas at any campus could be classified as a modified course.

“Regular course” shall be defined as a course that addresses all the content required by the TEKS. Regular courses shall include most traditional academic courses and electives. For purposes of this policy, any credits earned by examination or through a correspondence course shall be classified as a regular course and shall receive regular grade points.

“Advanced course” shall be defined as a course with requirements and expectations that exceed the content required by the TEKS. Advanced courses include those designated as AP, IBDP, dual credit, honors, or any course leading to the potential award of college credit.

Weighted Grade Points

The District shall convert semester grades to grade points and shall calculate a weighted GPA in accordance with the following table:

Grade	Advanced	Regular	Modified
≥69 (F)	0 points	0 points	0 points
70–71 (D D-)	1.5 points	1 points	0 points
72–74 (C- D+)	2 points	1 points	0 points
75–76 (C C-)	2.5 points	1.5 points	1 point
77–79 (C+)	3 points	2 points	1 point
80–84 (B-)	3.5 points	2.5 points	1.5 points
85–90 (B+)	4 points	3 points	2 points
90–94 (A-)	4.5 points	3.5 points	2.5 points
95–100 (A+)	5 points	4 points	3 points

ACADEMIC ACHIEVEMENT
CLASS RANKING

EIC
(LOCAL)

Changes in
Enrollment

When a student transfers grades for properly documented courses, the District shall assign weight to those grades based on the categories and grade weight system used by the District.

To the extent possible, courses completed at a previous high school shall be compared and matched to courses available at the student's new school. If an advanced course completed at a previous high school does not correspond to one offered at the new campus, then this course shall count for elective credit and shall be scored with regular grade points.

Grade Point
Average

The initial GPA shall be calculated for each student by dividing the total of all grade points earned by the total number of semester grades for which points were earned.

Seniors shall be ranked based on all prior semester grades through the fifth six-week grading period of the senior year. The average of the fourth and fifth six-week grades shall be used as the semester grade for this purpose. The principal's designee shall determine the initial class ranks based on this GPA. Another employee shall be appointed by the principal to check these ranks to determine which students have initial GPAs of 4.0 or above.

Class Rank GPA

For each student whose GPA exceeds 4.0, his or her final class rank shall be determined by the class rank GPA, which shall be determined using the following method.

The class rank GPA shall be the average of all the grade points earned in the following courses:

- English I, English II, English III, and English IV.
- Geometry, Algebra II, and two additional mathematics courses. [For a list of courses that count for the additional mathematics credits, see EIC(REGULATION).]
- Biology, Chemistry, and two additional science courses. [For a list of courses that count for the additional science credits, see EIC(REGULATION).]
- World Geography or World History, a U.S. History course, Government, Economics, and one additional social studies course. [For a list of courses that count for the additional social studies credit, see EIC(REGULATION).]
- Two levels of the same language other than English.
- One additional advanced course (two semesters).

Therefore, the class rank GPA is determined based on a total of 38 semester grades (eight from English, eight from mathematics, eight

ACADEMIC ACHIEVEMENT
CLASS RANKING

EIC
(LOCAL)

from science, eight from social studies, four from languages other than English (LOTE), and two from the same additional advanced course.

If a student with an initial GPA of 4.0 or above does not complete any of the 38 semester grades listed in the description of the class rank GPA above, then a score of zero points shall be used for these semesters in the calculation of the class rank GPA.

In order to achieve a correct rank for those students with a GPA of 4.0 or above, at the end of the fifth six-week grading period of the senior year, but no later than the first week of May, the final class rank GPA shall be applied to all eligible students. A student with an initial GPA below 4.0 shall not be included in the calculation of the class rank GPA formula and shall have his or her GPA recalculated at the end of the last semester of his or her senior year.

Local Graduation
Honors

For the purpose of determining honors to be conferred during graduation activities, the District shall calculate class rank at the end of the fifth six-week grading period of the senior year. The average of the fourth and fifth six-week grades shall be used as the semester grade for this purpose.

For the purpose of applications to institutions of higher education, the District shall also calculate class rank as required by state law. The District's eligibility criteria for local graduation honors shall apply only for local recognitions and shall not restrict class rank for the purpose of automatic admission under state law. [See EIC(LEGAL)]

*Valedictorian and
Salutatorian*

The valedictorian and salutatorian shall be the eligible students with the highest and second-highest class rank GPA, respectively. To be eligible for such recognition, a student must have been enrolled in the same high school in the District at the end of his or her junior year and for his or her entire senior year immediately preceding graduation. A student graduating in less than eight semesters shall not be eligible for valedictorian or salutatorian; however, if his or her class rank GPA qualifies, the student may be eligible to be recognized as an honor graduate.

The first Monday in May during the last grading period of each year shall be designated as the day for releasing information on the valedictorian and salutatorian.

Breaking Ties

In the event that two or more students have an identical class rank GPA, the District shall apply the following "tie breaker" method when necessary to determine recognitions, such as valedictorian or salutatorian, top ten graduates, or the students who may qualify for automatic admission into state universities.

To break a tie in class rank between students:

- Identify any common advanced courses taken by the students at the same campus. (Common courses are not limited to those included in the class rank GPA.)
- Total the semester grades for the common advanced courses. To break any tie, the student with the highest total shall be ranked the highest, and the student with the lowest total shall be ranked the lowest.

When used to break a tie to determine the valedictorian, the student with the largest total based on common advanced courses shall be the valedictorian. The student with the second-highest total shall be the salutatorian. If two students tie with the highest total, covalictorians shall be named, but no salutatorian shall be recognized.

~~The District shall recognize as an honor graduate each student who has a weighted GPA of 3.5 or above.~~

Top Ten Percent

The final class rank GPA shall be used to determine the top ten percent of students in each year's graduating class.

~~Top Ten Students~~

~~The top ten highest-ranking students as determined by the final class rank GPA at each high school shall be honored during graduation.~~

Student Illness	Procedures shall be established by the administration to ensure that proper attention is given to any student who becomes ill during the course of a school day.
Accidents Involving Students	Emergency procedures shall be established by the administration to ensure proper attention for any student injured at school. Records shall be maintained on all accidents that require the attention of a medical doctor.
Emergency Treatment Forms	Each year, students and parents shall complete and sign a form that provides emergency information and authorizes school officials to obtain emergency medical treatment, as provided by law.
Purchasing Medication	Except as provided below at Administration of Medication to Athletes, the District shall not purchase nonprescription medication to administer to a student.
Administering Medication	No employee shall give any student prescription medication, non-prescription medication, herbal substances, anabolic steroids, or dietary supplements of any type, except as provided below.
Provided by Parent	Employees authorized by the Superintendent or designee may administer to students: <ol style="list-style-type: none">1. Prescription medication in accordance with legal requirements, for a period of up to ten days. [See FFAC(LEGAL)] A written request by a physician or other health-care professional with authority to write prescriptions shall be required when the medication must be administered for a longer period.2. Nonprescription medication, upon a parent's written request, when properly labeled and in the original unopened container for a period of up to ten days. A written request by a physician or other health-care professional with authority to write prescriptions shall be required when the medication must be administered for a longer period.3. Herbal substances including essential oils or dietary supplements provided by the parent and only if required by the individualized education program or Section 504 plan of a student with disabilities.
Administration of Medication to Athletes	The District shall purchase nonprescription medication that may be used to prevent or treat illness or injury in the District's athletic program. Only a licensed athletic trainer or a physician licensed to practice medicine in the state of Texas may administer this medication and may do so only if:

WELLNESS AND HEALTH SERVICES
MEDICAL TREATMENT

FFAC
(LOCAL)

1. The student's parent has given prior written consent for medication to be administered; and
2. The administration of a medication by an athletic trainer is in accordance with a standing order or procedures approved by a physician licensed to practice medicine in the state of Texas.

Psychotropics

Except as permitted by Education Code 38.016, an employee shall not:

1. Recommend to a student or a parent that the student use a psychotropic drug;
2. Suggest a particular diagnosis; or
3. Exclude the student from a class or a school-related activity because of the parent's refusal to consent to psychiatric evaluation or examination or treatment of the student.

STUDENT ACTIVITIES

FM
(LOCAL)

**Use of District
Facilities**

School-sponsored student groups may use District facilities with prior approval of the appropriate administrator. Other student groups may use District facilities in accordance with policy FNAB.

**Extracurricular
Activity Absences**

The District shall make no distinction between absences for UIL activities and absences for other extracurricular activities approved by the Board. A student shall be allowed in a school year a maximum of ten extracurricular absences not related to post-district competition, a maximum of five absences for post-district competition prior to state, and a maximum of two absences for state competition. Additional absences may be granted in accordance with administrative procedures. [See FM(EXHIBIT)]

Testing and
Scheduling

The Board recommends that staff members and the administration avoid the scheduling of an extracurricular activity or performance to occur on the day and evening immediately preceding the day on which International Baccalaureate (IB), Advanced Placement (AP), or PSAT tests are administered.

UIL Eligibility

The Board shall not grant eligibility to any student in violation of UIL rules.

Beginning with the 2018–19 school year, the following provisions regarding UIL eligibility shall apply:

*Attendance Zone
Students*

The first time a student is officially enrolled in his or her appropriate attendance zone high school and/or attends an in-season practice, the student shall have established eligibility in that high school for UIL purposes. If a student moves to another District attendance zone, the student shall be ineligible for varsity UIL competition for 15 days as long as the move was not made for athletic purposes. [See FDB(LOCAL) for proof of residency requirements.] If the move was made for athletic reasons, it could result in permanent ineligibility.

*Transfers
Intradistrict*

A student who has transferred out of his or her attendance zone campus to attend another high school within the District shall be eligible at the school he or she first attends. Any subsequent transfer shall result in a one-year loss of varsity eligibility.

*Transfers
Interdistrict*

A student transferring from out of district shall follow the same guidelines for varsity eligibility as students transferring within the District. If eligibility has been established at the district of residence, the transfer shall result in a loss of varsity eligibility for one year.

Extracurricular
Participation
Eligibility

A student in grades 7–12 may participate in extracurricular activities at the beginning of the school year if the student has earned the cumulative number of units in state-approved courses as indicated below:

1. Beginning at the seventh grade year, a student must have been promoted from the sixth grade to the seventh.
2. Beginning at the eighth grade year, a student must have been promoted from the seventh grade to the eighth.
3. Beginning at the ninth grade year, a student must have been promoted from the eighth grade to the ninth.
4. Beginning at the tenth grade year, a student must have earned at least 5 units toward graduation.
5. Beginning at the eleventh grade year, a student must have earned at least 10 units toward graduation.
6. Beginning at the twelfth grade year, a student must have earned at least 15 units toward graduation.

[See EIE and EIF]

[For eligibility of private school students, including homeschool students, to participate in extracurricular activities, see FD(LOCAL).]

~~Transfer Students~~

~~A student who transfers into the alternative education high school shall become ineligible to compete in UIL activities while enrolled. If a student transfers out of the alternative education high school back to his or her original campus, the student shall be eligible to participate in UIL activities after one complete grading period of six weeks from the time the transfer has passed. If the student transfers to another District high school, the student shall abide by all UIL transfer policies.~~

Eligibility Appeals Committee

A student who is ruled ineligible to participate in UIL activities due to circumstances completely beyond his or her control may appeal to the eligibility appeals committee. This committee shall be composed of the principal of the school the student had been attending, the principal of the school the student will be attending, the athletic coordinator from each school, the director of athletics, and the student assignment specialist or designee. The appeal and reason must be submitted to the athletic office in writing and dated and signed by the parent/guardian. A hearing shall be scheduled with the parent(s), student, and committee. Within ten days after the hearing, the committee shall send its decision in writing to the parent and both principals.

If the outcome of the conference with the eligibility appeals committee is not to the student's or parent's satisfaction, the student or parent may appeal the decision in accordance with FNG(LOCAL).

WICHITA FALLS ISD BOARD OF TRUSTEES
February 11, 2020

Agenda Item:	January, 2020 Budget Amendments
Administrator Responsible:	Tim Sherrod, Chief Financial Officer
Attachments:	Attachment
<input checked="" type="checkbox"/> Action Needed <input type="checkbox"/> Future Action <input type="checkbox"/> Information <input type="checkbox"/> Report	

Administrative Recommendation:

That the Wichita Falls Independent School District Board of Trustees approves the attached budget amendments to the 2019-2020 budgets, as detailed on the attached Budget Amendment report. These amendments are submitted by Tim Sherrod, Chief Financial Officer, and as recommended by Michael S. Kuhrt, Superintendent of Schools.

Explanation:

Budgeted funds that are transferred between functions, as well as increases/decreases to the districts legally adopted budgets, require Board approval in the form of a budget amendment.

Fiscal Note:

General Operating budgeted revenues reflect no change and expenditures reflect an increase of \$346,685 and a total budgeted deficiency of expenditures over revenues of \$525,343.

There are no proposed amendments to the Food Service or Debt Service budgets.

The detail of the proposed amendments and cross-function transfers is reflected on the attached Budget Amendment report.

Memorandum

To: Mr. Michael Kuhrt, Superintendent
From: Tim Sherrod, Chief Financial Officer
Date: February 11, 2020
Subject: January 2020 Budget Amendments/Revisions

General Operating Fund (199) Please approve the following inter-functional budget transfers:

Campus/Dept.	Amount	From Function	To Function
001 – Hirschi High School			
IB Staff Travel	\$1,333	11	13
Orchestra Needs	\$125	11	36
Orchestra Needs	\$425	11	13
Office Supplies	\$1,800	11	23
004 – Wichita Falls High School			
JROTC Needs	\$600	36	11
046 – Barwise Middle School			
Band Supplies	\$512	36	11
048 – Kirby Middle School			
Staff Dev Books	\$46	12	13
Counselor Forms	\$71	11	31
UIL Busing	\$100	13	36
UIL Student Travel	\$294	11	36
Staff Meeting	\$116	11	23
112 – Franklin Elementary			
Student Travel	\$1,500	11	36
119 – Lamar Elementary			
Printing Needs	\$80	36	11
Staff Dev Subs	\$660	36	13
Student Travel	\$200	11	36
121 – Milam Elementary			
UIL Travel	\$50	11	36
123 – Sheppard Elementary			
Staff Dev Subs	\$750	11	13
UIL Student Shirts	\$120	11	36
128 – Scotland Park Elementary			
Student Travel	\$600	11	36
Counsel Supplies	\$55	11	31
129 – Southern Hills			
Staff Dues	\$38	11	23
Field Trip	\$559	11	36
131 – Zundy Elementary			
Staff Registration	\$2,500	78	23
Postage Needs	\$29	11	23

810 – Instructional Network Mgmt Computer Refresh Equip	\$10,711	53	11
835 – Fine Arts Student Travel	\$7,000	11	36
860 – Div of Curriculum & Instruction IDEA Grant Needs	\$16,585	41	21

General Operating Fund (181/199): Please approve the following budget revisions to appropriate additional revenue and expenditures:

<u>Campus/Dept.</u>	<u>Account</u>	<u>Amount</u>
<u>Capital Expenditures – Approved by BOT 01/20/2020</u>		
Maintenance Dump Trailer	199 E 51 6631 00 820 0 99 000	\$ 8,695
Rider PA System	199 E 81 6639 00 002 0 99 000	\$130,225
Barwise PA System	199 E 81 6639 00 046 0 99 000	\$28,300
Stadium Handrails	199 E 81 6639 00 901 0 99 000	\$50,550
Franklin Cafeteria Roof	199 E 81 6629 00 112 0 99 000	\$29,200
Softball Complex Sidewalks	199 E 81 6629 00 901 0 99 000	\$14,480
Hoskins Field Sidewalks	199 E 81 6629 00 901 0 99 000	\$15,678
Hoskins Field Turf	199 E 81 6629 00 901 0 99 000	<u>\$24,375</u>
		\$301,503
<u>Added Positions/Stipends</u>		
Special Ed Teacher at Jefferson (1/2 year)	199 E 11 6119 00 118 0 23 000	\$31,641
Special Ed Aide at Jefferson Zundy (1/2 year)	199 E 11 6129 00 118 0 23 000	<u>\$13,541</u>
		\$45,182
Total Decrease in General Fund Balance for January		\$346,685

Attached spreadsheet(s) reflect the impact to the budget.

**Wichita Falls Independent School District
General Operating Fund Budget
Jan-20**

	Amended Operating Fund 199 Nov	Proposed Transfers & Revisions Increase/ (Decrease)	Amended Operating Fund 199 Nov
Revenues:			
5700 - Local Revenues	\$ 46,163,687	-	\$ 46,163,687
5800 - State Program Revenues	80,240,716	-	80,240,716
5900 - Federal Program Revenues	3,987,054	-	3,987,054
Total Revenues	<u>\$ 130,391,457</u>	<u>\$ -</u>	<u>\$ 130,391,457</u>
Expenditures			
11 - Instruction	\$ 79,885,192	37,920	\$ 79,923,112
12 - Instructional Resources and Media Services	1,568,473	(46)	1,568,427
13 - Curriculum and Instructional Staff Development	1,339,674	4,214	1,343,888
21 - Instructional Leadership	2,935,025	16,585	2,951,610
23 - School Leadership	7,643,132	4,483	7,647,615
31 - Guidance, Counseling and Evaluation Services	4,325,931	126	4,326,057
32 - Social Work Services	323,278	-	323,278
33 - Health Services	1,761,024	-	1,761,024
34 - Student Transportation	3,113,960	-	3,113,960
36 - Cocurricular/Extracurricular Activities	3,767,813	9,196	3,777,009
41 - General Administration	4,530,840	(16,585)	4,514,255
51 - Plant Maintenance and Operations	11,510,816	8,695	11,519,511
52 - Security and Monitoring Services	689,247	-	689,247
53 - Data Processing Services	4,786,557	(10,711)	4,775,846
61 - Community Services	6,630	-	6,630
71 - Debt Service	1,384,070	-	1,384,070
81 - Facilities Acquisition and Construction	543,194	292,808	836,002
93 - Payments to Fiscal Agent	100,000	-	100,000
95 - Payments to JJAEP	25,000	-	25,000
99 - Other Intergovernmental Charges	618,257	-	618,257
Total Expenditures	<u>\$ 130,858,113</u>	<u>\$ 346,685</u>	<u>\$ 131,204,798</u>
Other Financing Sources (Uses)			
Sale of Real & Personal Property	\$ 50,000	-	\$ 50,000
Transfer in from Food Service Fund	193,000	-	193,000
Transfer in from Fund	220,000	-	220,000
Transfer to Capital Projects for Stadium Maintenance	(75,000)	-	(75,000)
Transfer to Capital Projects for Fine Arts	(50,000)	-	(50,000)
Transfer to Capital Projects for Athletics	(50,000)	-	(50,000)
	-	-	-
Excess (Deficiency) of Revenues Over Expenditures	<u>\$ (178,658)</u>	<u>\$ (346,685)</u>	<u>\$ (525,343)</u>

**Wichita Falls Independent School District
Food Service Budget
Jan-20**

	Original Child Nutrition Funds 240 & 242 Nov	Increase/ (Decrease)	Amended Child Nutrition Funds 240 & 242 Nov
	<hr/>		
Revenues:			
Local Revenues	\$ 1,440,515	\$ -	\$ 1,440,515
State Program Revenues	152,247	-	152,247
Federal Program Revenues	6,695,289	-	6,695,289
Total Revenues	<hr/> \$ 8,288,051	<hr/> \$ -	<hr/> \$ 8,288,051
 Expenditures			
Instruction			
Instructional Resources and Media Services			
Curriculum and Instructional Staff Development			
Instructional Leadership			
School Leadership			
Guidance, Counseling and Evaluation Services			
Health Services			
Student Transportation			
Food Services	\$ 7,843,559	\$ -	\$ 7,843,559
Cocurricular/Extracurricular Activities			
General Administration			
Plant Maintenance and Operations			
Security and Monitoring Services			
Data Processing Services			
Community Services			
Facilities Acquisition and Construction			
Payments to Fiscal Agent			
Other Intergovernmental Charges			
Total Expenditures	<hr/> \$ 7,843,559	<hr/> \$ -	<hr/> \$ 7,843,559
 Other Financing Sources (Uses)			
Operating Transfers In			
Operating Transfers Out to General Operating Fund	\$ (193,000)	\$ -	\$ (193,000)
Excess (Deficiency) of Revenues Over Expenditures	<hr/> \$ 251,492	<hr/> \$ -	<hr/> \$ 251,492

**Wichita Falls Independent School District
Debt Service Budget
Jan-20**

	Original Debt Service Fund 599 Nov	Increase/ (Decrease)	Amended Debt Service Fund 599 Nov
Revenues:			
Local Revenues	\$ 7,592,770	\$ -	\$ 7,592,770
State Program Revenues	789,087	-	789,087
Federal Program Revenues	-		
Total Revenues	\$ 8,381,857	\$ -	\$ 8,381,857
 Expenditures			
Instruction			
Instructional Resources and Media Services			
Curriculum and Instructional Staff Development			
Instructional Leadership			
School Leadership			
Guidance, Counseling and Evaluation Services			
Health Services			
Student Transportation			
Food Services			
Cocurricular/Extracurricular Activities			
General Administration			
Plant Maintenance and Operations			
Security and Monitoring Services			
Data Processing Services			
Community Services			
Debt Service	\$ 8,524,500	-	\$ 8,524,500
Facilities Acquisition and Construction			
Payments to Fiscal Agent			
Total Expenditures	\$ 8,524,500	\$ -	\$ 8,524,500
 Other Financing Sources (Uses)			
Sale of Bonds			
Excess (Deficiency) of Revenues Over Expenditures	\$ (142,643)	\$ -	\$ (142,643)

**WICHITA FALLS ISD BOARD OF TRUSTEES
February 11, 2019**

Agenda Item:	Financial Reports as of December 31, 2019		
Administrator Responsible:	Tim Sherrod, Chief Financial Officer		
Attachments:	Financials		
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

Administrative Recommendation:

That the Wichita Falls Independent School District Board of Trustees approves the attached year-to-date financial reports and investment reports as submitted by Tim Sherrod, Chief Financial Officer, and as recommended by Michael S. Kuhrt, Superintendent of Schools.

Explanation:

The following attachments report the revenue and expenditure position through December 31, 2019 for all funds. The current year column is reported as of the approved budget.

The “Year to Date Revenues and Expenses” report details the components of revenue and functional expenditures for the General Fund, Food Service Fund and Debt Service Fund.

For the General Fund, the Year to Date Revenues and Expenses report shows the current budget, actual revenue and expenditures to date with the percentage of budget for each category.

The attached financial reports represent six months of operations, 50% of the fiscal year. As of December 31st, the district has collected 46.65% of projected revenues and expended 45.79% of budgeted expenditures.

For the General Fund revenues are 47.04% and expenditures are 46.03% of budgeted funds.

For the Food Service Fund revenues are 45.94% and expenditures are 55.77% of budgeted funds.

For the Debt Service Fund revenues are 49.37% and expenditures are 19.43% of budgeted funds.

Investments:

Tim Sherrod, Chief Financial Officer, hereby certifies that the following Investment Report represents the investment position of the school district as of the noted date in compliance with the Board approved Investment Policy, the Public Funds Investment Act (Texas Government Code 2256), and, Generally Accepted Accounting Principles (GAAP).

YEAR-TO-DATE SUMMARY PART C

Tax Year = 2019 AND Year End Date = 12/31/2019 AND Month Range from 12/31/2019 to 12/31/2019 and Tax Units = {multiple} AND Date Type = 1

002 - WICHITA FALLS I.S.D

CURRENT YEAR INFORMATION Start Financial Year 10/01/2019

Start Value	Start Exemption	Start Taxable	Rate	Calc Start Levy	Actual Start Levy	Start Frozen Loss	Start + Frozen
6,726,764,037	1,960,086,814	4,766,677,223	1.150000	54,816,788.06	53,128,125.21	1,688,662.50	54,816,787.71
Adjusted Value	Adjusted Exemption	Adj Taxable	Rate	Calc Adj Levy	Actual Current Levy	Adj Frozen Loss	Act Levy + Act Frozen
6,725,398,359	1,965,742,323	4,759,656,036	1.150000	54,736,044.41	53,077,160.78	1,658,883.34	54,736,044.12
Start Value	Net Value Adj	Start Value + Net Value Adj			Actual Current Value	Other Loss	
6,726,764,037	(1,365,678)	6,725,398,359			6,725,398,359	0.00	
Start Exemption	Net Exmp Adj	Start Exemp + Net Exmp Adj			Actual Current Exemption		
1,960,086,814	5,655,509	1,965,742,323			1,965,742,323		

YEAR	NET START BALANCE	NET MTD ADJ	NET YTD ADJ	NET MTD PAID	NET YTD PAID	CALC BALANCE AS OF 12/31/2019	REFUNDS DUE	COL %
1974	1.16	0.00	0.00	0.00	1.16	0.00	0.00	100.00
1975	63.00	0.00	0.00	5.71	9.97	53.03	0.00	15.82
1976	9.70	0.00	0.00	0.00	0.00	9.70	0.00	0.00
1977	46.70	0.00	0.00	0.00	0.00	46.70	0.00	0.00
1978	46.70	0.00	0.00	0.00	0.00	46.70	0.00	0.00
1979	155.82	0.00	0.00	0.00	0.00	155.82	0.00	0.00
1980	70.48	0.00	0.00	0.00	0.00	70.48	0.00	0.00
1981	223.19	0.00	0.00	0.00	0.00	223.19	0.00	0.00
1982	236.98	0.00	0.00	0.00	0.00	236.98	0.00	0.00
1983	441.32	0.00	0.00	0.00	0.00	441.32	0.00	0.00
1984	454.16	0.00	0.00	0.00	0.00	454.16	0.00	0.00
1985	1,421.55	0.00	0.00	0.00	0.00	1,421.55	0.00	0.00
1986	1,501.91	0.00	0.00	0.00	38.60	1,463.31	0.00	2.57
1987	1,395.65	0.00	0.00	0.00	25.87	1,369.78	0.00	1.85
1988	1,093.61	0.00	0.00	0.00	0.00	1,093.61	0.00	0.00
1989	1,684.70	0.00	0.00	0.00	9.99	1,674.71	0.00	0.59
1990	1,872.35	0.00	0.00	0.00	0.00	1,872.35	0.00	0.00
1991	733.86	0.00	0.00	0.00	0.00	733.86	0.00	0.00
1992	689.15	0.00	0.00	0.00	0.00	689.15	0.00	0.00
1993	3,525.91	0.00	0.00	0.00	0.00	3,525.91	0.00	0.00
1994	4,261.33	0.00	0.00	0.00	19.49	4,241.84	0.00	0.45
1995	5,032.87	0.00	0.00	0.00	16.39	5,016.48	0.00	0.32
1996	3,398.11	0.00	0.00	0.00	0.00	3,398.11	(0.08)	0.00
1997	4,236.23	0.00	0.00	0.00	0.00	4,236.23	0.00	0.00
1998	5,527.87	0.00	0.00	0.00	0.00	5,527.87	0.00	0.00
1999	7,704.95	0.00	0.00	0.00	0.00	7,704.95	0.00	0.00
2000	9,011.35	0.00	0.00	0.00	0.00	9,011.35	(204.00)	0.00

YEAR-TO-DATE SUMMARY PART C

Tax Year = 2019 AND Year End Date = 12/31/2019 AND Month Range from 12/31/2019 to 12/31/2019 and Tax Units = {multiple} AND Date Type = 1

YEAR	NET START BALANCE	NET MTD ADJ	NET YTD ADJ	NET MTD PAID	NET YTD PAID	CALC BALANCE AS OF 12/31/2019	REFUNDS DUE	COL %
2001	7,141.42	0.00	0.00	0.00	15.46	7,125.96	0.00	0.2%
2002	8,580.57	0.00	(15.64)	0.00	0.00	8,564.93	(0.01)	0.0%
2003	12,964.43	0.00	(15.64)	26.56	119.97	12,828.82	(0.01)	0.9%
2004	20,691.17	0.00	(469.08)	0.00	48.16	20,173.93	0.00	0.2%
2005	27,331.28	0.00	(469.08)	0.39	29.84	26,832.36	0.00	0.1%
2006	26,462.27	0.00	(418.08)	4.14	43.61	26,000.58	0.00	0.1%
2007	27,954.60	0.00	(2,794.15)	0.00	130.49	25,029.96	0.00	0.5%
2008	30,819.42	0.00	(1,978.35)	0.00	294.54	28,546.53	0.00	1.0%
2009	62,323.18	0.00	(12.00)	0.00	367.01	61,944.17	0.00	0.5%
2010	53,697.59	0.00	(12.00)	0.00	114.93	53,570.66	0.00	0.2%
2011	51,094.24	0.00	(12.05)	0.00	553.77	50,528.42	0.00	1.0%
2012	66,063.85	0.00	(12.10)	0.00	373.40	65,678.35	0.00	0.5%
2013	90,736.91	0.00	(12.05)	729.09	2,784.18	87,940.68	0.00	3.0%
2014	104,395.22	0.00	410.89	384.98	3,035.15	101,770.96	0.00	2.8%
2015	117,237.42	0.00	259.37	261.98	5,037.25	112,459.54	0.00	4.2%
2016	181,751.46	0.00	(515.17)	289.40	9,269.31	171,966.98	(61.50)	5.1%
2017	323,899.85	0.00	(12,348.03)	532.76	20,931.73	290,620.09	(1,660.50)	6.7%
2018	797,459.03	0.00	(24,236.47)	3,148.58	94,688.74	678,533.82	(2,159.66)	12.2%
2019	53,128,125.21	0.00	(50,964.43)	1,179,307.36	24,677,334.33	28,399,826.45	(3,997.63)	46.4%
TOTAL	55,193,569.73	0.00	(93,614.06)	1,184,690.95	24,815,293.34	30,284,662.33	(8,083.39)	

WICHITA FALLS INDEPENDENT SCHOOL DISTRICT
PROJECTED REVENUE YEAR TO DATE COMPARISON
December 31, 2019

		2018-2019	2019-2020			2019-2020	
		Unaudited				YEAR TO DATE	PERCENT
		ACTUAL	BUDGET	PROJECTED	DIFFERENCE	ACTUAL	COLLECTED
Local Revenues							
5711	Current year tax levy	44,545,361	\$ 43,664,990	\$ 43,664,990	\$ -	\$ 19,477,443	45%
5712	Taxes-delinquent	414,884	806,118	806,118	-	620,499	77%
5719	Tax penalties & interest	392,811	470,105	470,105	-	159,420	34%
5735	Summer School Tuition	5,520	7,450	7,450	-	580	8%
5739	Tuition & Fees	41,465	25,000	25,000	-	20,554	82%
5742	Interest income	696,658	500,000	500,000	-	304,844	61%
5743	Facilities rental	173,550	107,000	107,000	-	103,956	97%
5744	Gifts and local grants	6,813	27,000	27,000	-	27,000	100%
5745	Insurance Proceeds	-	-	-	-	-	0%
5749	Miscellaneous revenues	106,736	180,933	180,933	-	69,936	39%
5755	Enterprising Revenue	-	8,000	8,000	-	6,259	78%
	Local revenues to date before Athletics	46,383,798	45,796,596	45,796,596	-	20,790,491	45%
5752	Scoreboard Fund	-	17,092	17,092	-	-	0%
5752	Athletics Fund ticket sales	358,796	350,000	350,000	-	218,577	62%
	Total local revenues to date	46,742,594	46,163,688	46,163,688	-	21,009,068	46%
State Revenues							
5811	Available School Fund	6,314,466	3,200,166	3,200,166	-	1,129,070	35%
5812	Foundation entitlements	48,400,167	70,943,475	70,943,475	35,912,499	A 35,030,976	49%
5819	Other Foundation School Programs	-	-	-	-	180,979	0%
5820	Other State Program Revenue	-	-	-	-	-	0%
5826	PreK Supplement	-	-	-	-	-	0%
5829	High School Allotment	-	-	-	-	-	0%
5829	Misc. state programs	-	-	-	-	-	0%
5831	TRS On-behalf	4,474,438	6,097,074	6,097,074	-	3,032,658	50%
	Total state revenues to date	59,189,071	80,240,715	80,240,715	35,912,499	39,373,683	49%
Federal Revenues							
5941	Impact Aid	159,898	155,000	155,000	-	-	0%
5946	ROTC salary reimbursement	142,717	165,000	165,000	-	78,951	48%
5931	SHARS Revenue	5,798,004	3,257,053	3,257,053	-	597,683	18%
5919	E-rate funding	1,861,241	300,000	300,000	-	202,582	68%
5929	After School Snack Program	356,748	110,000	110,000	-	77,445	70%
	Total federal revenues to date	8,318,608	3,987,053	3,987,053	-	956,661	24%
Non-Operating Resources							
7912	Sale of assets	32,875	50,000	50,000	-	5,103	10%
7914	Loan Proceeds	-	-	-	-	-	0%
7915	Transfer from Other Funds	413,000	413,000	413,000	-	-	0%
	Total non-operating resources	445,875	463,000	463,000	-	5,103	1%
GRAND TOTAL - GENERAL FUND		\$ 114,696,149	\$ 130,854,456	\$ 130,854,456	\$ 35,912,499	\$ 61,344,515	47%
A	Projected FSP Payment/Due from State				\$ 35,912,499		
Based on following assumptions:		Attendance Projections	Budgeted	3rd Six Weeks	Difference		
	Refined ADA-(ADA FTE Report- 3rd 6 weeks)	13,582.080	12,925.419	13,012.651	87.232		
	Regular ADA-(ADA FTE Report- 3rd 6 weeks)	12,339.432	11,644.541	12,619.524	974.983		
	Special Education FTEs	388.036	542.744	393.127	(149.617)		
	Career & Tech FTEs	821.734	738.134	759.785	21.651		
	Weighted ADA (Summary of Finance Nov. 19, 2019)	18,258.599	17,699.154	18,258.599	559.445		
	Compensatory Enrollment	9,200.000	9,362.500	9,645.000	282.500		

WICHITA FALLS INDEPENDENT SCHOOL DISTRICT
 FINANCIAL SUMMARY
 DECEMBER 31, 2019

	2019-2020		
	CURRENT BUDGET	ACTUAL YEAR TO DATE	% OF CURRENT BUDGET
REVENUE:			
GNL. OPERATING	\$130,464,456	\$61,117,248	46.85%
ATHLETICS	\$390,000	\$227,267	58.27%
General Fund	\$130,854,456	\$61,344,515	46.88%
SP. EDUCATION	\$3,621,153	\$1,580,969	43.66%
VOCATIONAL	\$192,755	\$70,737	36.70%
CONS. APPLIC.	\$5,891,951	\$1,567,398	26.60%
OTHER SP. REV.	\$3,305,206	\$2,380,108	72.01%
Special Revenues	\$13,011,065	\$5,599,212	43.03%
FOOD SERVICE	\$8,288,051	\$3,807,950	45.95%
INT & SINKING	\$8,381,857	\$4,138,037	49.37%
CONSTRUCTION FUND	\$0	\$2,154	0.00%
INTERNAL SERVICE	\$4,764	\$5,569	116.91%
TOTAL REVENUE	\$160,540,193	\$74,897,438	46.65%
EXPENDITURES:			
GNL. OPERATING	\$129,702,364	\$59,636,728	45.98%
ATHLETICS	\$1,330,750	\$598,645	44.99%
General Fund	\$131,033,114	\$60,235,373	45.97%
SP. EDUCATION	\$3,621,153	\$2,228,283	61.54%
VOCATIONAL	\$192,755	\$81,750	42.41%
CONS. APPLIC.	\$5,891,951	\$1,997,502	33.90%
OTHER SP. REV.	\$3,305,206	\$2,900,095	87.74%
Special Revenues	\$13,011,065	\$7,207,630	55.40%
FOOD SERVICE	\$8,036,559	\$4,374,605	54.43%
INT & SINKING	\$8,524,500	\$1,656,500	19.43%
CONSTRUCTION FUND	\$0	\$0	0.00%
INTERNAL SERVICE	\$549,658	\$317,212	57.71%
TOTAL EXPEND.	\$161,154,896	\$73,791,320	45.79%

WICHITA FALLS INDEPENDENT SCHOOL DISTRICT
 FINANCIAL SUMMARY
 DECEMBER 31, 2019

FUND	INVESTMENTS	CHECKING ACCOUNT	11/30/2019 TOTAL CASH
GNL. OPERATING	44,250,618	3,309,831	\$ 47,560,449
ATHLETICS	-	17,987	17,987
SPECIAL REVENUES	-	(1,559,931)	(1,559,931)
FOOD SERVICE	450,278	255,276	705,554
INT & SINKING	4,937,358	9,868	4,947,226
CONSTRUCTION FUND	216,334	28,758	245,092
INTERNAL SERVICE	558,505	(1,227,014)	(668,509)
PAYROLL	-	455,804	455,804
TOTAL	\$ 50,413,093	\$ 1,290,579	\$ 51,703,672

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT
YEAR TO DATE REVENUES AND EXPENSES
DECEMBER 2019**

GENERAL FUND

6 months have passed = 50.0%		2019-2020			CURRENT MONTH
		CURRENT BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE %	
Revenues					
5700	Local Revenues	46,163,688	21,009,068	45.51%	15,884,148
5800	State Revenues	80,240,715	39,373,683	49.07%	943,337
5900	Federal Revenues	3,987,053	956,661	23.99%	192,452
	Total Revenues	\$ 130,391,456	\$ 61,339,412	47.04%	\$ 17,019,937
Expenses by Function					
11	Instruction	\$ 79,885,192	\$ 36,312,787	45.46%	6,323,439
12	Instr. Resources/Media	1,568,473	745,483	47.53%	134,184
13	Curriculum Dev. & Staff Dev	1,339,674	632,231	47.19%	101,926
21	Instructional Leadership	2,935,025	1,271,099	43.31%	204,923
23	School Leadership	7,643,132	3,664,018	47.94%	603,465
31	Guidance, Counseling & Evaluation Svcs	4,325,931	2,107,987	48.73%	362,200
32	Social Work Services	323,277	150,307	46.49%	27,049
33	Health Services	1,761,024	840,682	47.74%	143,389
34	Student Transportation	3,113,960	1,259,319	40.44%	218,456
35	Food Service	-	-	0.00%	-
36	Co-Curricular/Extracurricular	3,767,813	1,740,463	46.19%	346,117
41	General Administration	4,530,840	2,387,666	52.70%	419,806
51	Plant Maint. & Operations	11,510,816	5,223,346	45.38%	915,026
52	Security & Monitoring	689,247	353,025	51.22%	76,977
53	Data Processing Services	4,786,557	2,546,653	53.20%	210,517
61	Community Services	6,630	1,803	27.20%	21
71	Debt Service	1,384,070	212,034	15.32%	35,441
81	Facilities Acquisition & Construction	543,194	495,072	91.14%	-
93	Payments to Fiscal Agent of SSA	100,000	-	0.00%	-
95	Payments to JJAEP	25,000	11,610	46.44%	1,849
99	Intergovernmental Charges	618,257	279,788	45.25%	142,825
	Total Expenditures	\$ 130,858,114	\$ 60,235,373	46.03%	\$ 10,267,608
Other Sources and (Uses)					
7900	Non-Operating Resources	463,000	5,103	1.10%	398
8900	Other Uses-Non-operating	(175,000)	-	0.00%	-
	Total Other Sources and Uses	\$ 288,000	\$ 5,103	1.77%	\$ 398
	Net Change in Fund Balance	\$ (178,658)	\$ 1,109,142	620.82%	\$ 6,752,728

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT
YEAR TO DATE GENERAL FUND REVENUES
DECEMBER 2019**

		2019-2020			Current Month
		BUDGET	ACTUAL	%	
Local Revenues					
5711	Current year tax levy	43,664,990	\$ 19,477,443	44.61%	15,678,214
5712	Taxes-delinquent	806,118	620,499	76.97%	27,698
5719	Tax penalties & interest	470,105	159,420	33.91%	16,734
5735	Summer school tuition	7,450	580	7.79%	-
5739	Tuition and Fess Local	25,000	20,554	82.22%	1,720
5742	Interest income	500,000	304,844	60.97%	54,378
5743	Facilities rental	107,000	103,956	97.16%	30,023
5744	Gifts and local grants	27,000	27,000	100.00%	-
5745	Insurance Proceeds	-	-	0.00%	-
5749	Miscellaneous revenues	180,933	69,936	38.65%	9,556
5754	Tranfer from Other Funds	-	-	0.00%	-
5755	Enterprise Revenue	8,000	6,259	78.24%	1,632
Local revenues to date before Athletics		45,796,596	20,790,491	45.40%	15,819,955
5752	Scoreboard Fund	17,092	-	0.00%	-
5752	Athletics Fund ticket sales	350,000	218,577	62.45%	64,193
Total local revenues to date		46,163,688	21,009,068	45.51%	15,884,148
State Revenues					
5811	Available School Fund	3,200,166	1,129,070	35.28%	393,988
5812	Foundation entitlements	70,943,475	35,030,976	49.38%	-
5819	Other FSP Programs	-	180,979	0.00%	-
5826	PreK Supplement	-	-	0.00%	-
5829	Misc. state programs	-	-	0.00%	-
5831	TRS On-behalf	6,097,074	3,032,658	49.74%	549,349
Total state revenues to date		80,240,715	39,373,683	49.07%	943,337
Federal Revenues					
5941	Impact Aid	155,000	-	0.00%	-
5946	ROTC salary reimbursement	165,000	78,951	47.85%	16,346
5931	SHARS Revenue	3,257,053	597,683	18.35%	172,786
5931	SHARS Revenue-Deferred	-	-	0.00%	-
5919	Other Federal Revenues	300,000	202,582	67.53%	-
5929	After School Snack Program	110,000	77,445	70.40%	3,320
Total federal revenues to date		3,987,053	956,661	23.99%	192,452
Non-Operating Resources					
7914	Lease-purchase proceeds	-	-	0.00%	-
7915	Transfers From Other Funds	413,000	-	0.00%	-
7912	Sale of assets	50,000	5,103	10.21%	398
7956	Insurance Proceeds	-	-	-	-
Total non-operating resources		463,000	5,103	1.10%	398
GRAND TOTAL - GENERAL FUND		\$ 130,854,456	\$ 61,344,515	46.88%	\$ 17,020,335

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT
YEAR TO DATE REVENUES AND EXPENSES
DECEMBER 2019**

FOOD SERVICE FUND

6 months have passed = 50.0%		2019-2020			CURRENT MONTH
		CURRENT BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE %	
Revenues					
5700	Local Revenues	1,440,515	\$ 762,022	52.90%	126,126
5800	State Revenues	152,247	-	0.00%	-
5900	Federal Revenues	6,361,642	2,845,355	44.73%	456,939
5900	Federal Revenues - Snack Program	-	43,186	0.00%	43,186
5900	Federal Revenues - Supper Program	333,647	157,306	47.15%	31,836
	Total Revenues	\$ 8,288,051	\$ 3,807,869	45.94%	\$ 658,087
Expenses by Function					
35	Food Service	7,843,559	\$ 4,374,605	55.77%	670,991
51	Plant Maint. & Operations			0.00%	-
81	Facilities Acquisition & Construction			0.00%	-
	Total Expenditures	\$ 7,843,559	\$ 4,374,605	55.77%	\$ 670,991
Other Sources and (Uses)					
7900	Non-Operating Resources	\$ -	\$ 79	0.00%	68
8900	Other Uses-Non-operating	(193,000)	-	0.00%	-
	Total Other Sources and Uses	\$ (193,000)	\$ 79	0.04%	\$ 68
	Net Change in Fund Balance	\$ 251,492	\$ (566,657)	225.32%	\$ (12,836)

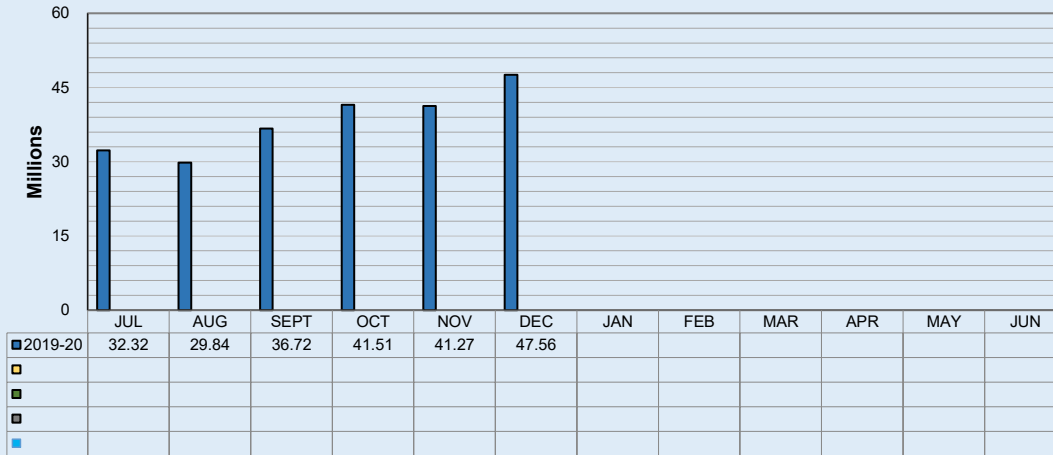
WICHITA FALLS INDEPENDENT SCHOOL DISTRICT
YEAR TO DATE REVENUES AND EXPENSES
DECEMBER 2019

DEBT SERVICE AND
CAPITAL PROJECTS FUNDS

DEBT SERVICE FUND		2019-2020			CURRENT MONTH
		CURRENT BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE %	
6 months have passed = 50.0%					
Revenues					
5700	Local Revenues	7,592,770	\$ 3,761,569	49.54%	2,920,018
5800	State Revenues	789,087	376,468	47.71%	-
5900	Federal Revenues	-	-	0.00%	-
Total Revenues		\$ 8,381,857	\$ 4,138,037	49.37%	\$ 2,920,018
Expenses by Function					
71	Debt Service	\$ 8,524,500	\$ 1,656,500	19.43%	-
Total Expenditures		\$ 8,524,500	\$ 1,656,500	19.43%	\$ -
Other Sources and (Uses)					
7900	Non-Operating Resources	-	\$ -	0.00%	-
8900	Other Uses - Non Operating	-	-	0.00%	-
Total Other Sources and (Uses)		\$ -	\$ -	0.00%	\$ -
Net Change in Fund Balance		\$ (142,643)	\$ 2,481,537	1739.68%	\$ 2,920,018
CAPITAL PROJECTS FUND		2019-2020			CURRENT MONTH
6 months have passed = 50.0%		CURRENT BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE %	
Revenues					
5700	Local Revenues	-	\$ 2,154	0.00%	297
5800	State Revenues	-	-	0.00%	-
5900	Federal Revenues	-	-	0.00%	-
Total Revenues		\$ -	\$ 2,154	0.00%	\$ 297
Expenses by Function					
11	Instruction	-	-	0.00%	-
53	Data Processing Services	-	-	0.00%	-
81	Facilities Acquisition & Construction	-	-	0.00%	-
Total Expenditures		\$ -	\$ -	0.00%	\$ -
Other Sources and (Uses)					
7900	Non-Operating Resources	-	-	0.00%	-
8900	Other Uses-Non-operating	-	-	0.00%	-
Total Other Sources and (Uses)		\$ -	\$ -	0.00%	\$ -
Net Change in Fund Balance		\$ 93	\$ 2,154	0.00%	\$ 297

Wichita Falls Independent School District
 Board Graphs
 Dec 31, 2019

General Fund Cash Position



WICHITA FALLS ISD
Investments Report
December 2019

			PURCHASE	YIELD		MATURITY		PURCHASE	CURRENT	MARKET VALUE			
RATE	CUSIP #	DESC	DATE	RATE	DAYS	DATE	PAR VALUE	COST	BOOK VALUE	@ December 31, 2019	CURRENT MONTH	YEAR TO DATE	
GENERAL OPERATING FUND													
		American National MMKT		1.10%			\$3,290,056.96	\$3,290,056.96	\$3,290,056.96	\$3,290,056.96	\$3,070.86	\$18,185.18	
		TexasTERM Balance		1.66%			\$1,155,339.25	\$1,155,339.25	\$1,155,339.25	\$1,155,339.25	\$1,630.31	\$11,694.50	
		TEXPOOL BALANCE		1.62%			\$29,166,624.50	\$29,166,624.50	\$29,166,624.50	\$29,166,624.50	\$32,123.41	\$158,486.47	
		TEXPOOL Prime BALANCE		1.83%			\$2,921,795.23	\$2,921,795.23	\$2,921,795.23	\$2,921,795.23	\$4,539.30	\$31,456.39	
		TEXPOOL TMN BALANCE		1.62%			\$1,487,923.27	\$1,487,923.27	\$1,487,923.27	\$1,487,923.27	\$2,047.72	\$14,851.73	
		First National Bank -ICS		1.78%			\$3,128,366.70	\$3,128,366.70	\$3,128,366.70	\$3,128,366.70	\$4,770.06	\$33,895.35	
		American National CDARS		2.40%			\$3,000,000.00	\$3,000,000.00	\$3,000,000.00	\$3,000,000.00	\$0.00	\$0.00	
		ANB CDARS Interest Account		1.05%			\$100,511.95	\$100,511.95	\$100,511.95	\$100,511.95	\$6,195.22	\$36,273.61	
		INTRA-MONTH CD ACTIVITY	PURCHASES									\$0.00	
			MATURITIES										
		PREVIOUS MONTH'S MATURITIES										\$0.00	
		TOTAL GENERAL FUND					\$44,250,617.86	\$44,250,617.86	\$44,250,617.86	\$44,250,617.86	\$54,376.88	\$304,843.23	
FOOD SERVICE FUND													
		TEXPOOL BALANCE		1.62%			\$441,397.18	\$441,397.18	\$441,397.18	\$441,397.18	\$731.67	\$7,188.93	
		TEXPOOL Prime BALANCE		1.83%			\$8,880.48	\$8,880.48	\$8,880.48	\$8,880.48	\$13.83	\$95.69	
		INTRA-MONTH CD ACTIVITY	PURCHASES									\$0.00	
			MATURITIES										
		PREVIOUS MONTH'S MATURITIES										\$0.00	
		TOTAL FOOD SERVICE FUND					\$450,277.66	\$450,277.66	\$450,277.66	\$450,277.66	\$745.50	\$7,284.62	
INTEREST AND SINKING FUND													
		TEXPOOL BALANCE		1.62%			\$4,936,027.35	\$4,936,027.35	\$4,936,027.35	\$4,936,027.35	\$4,075.83	\$15,290.59	
		TEXPOOL Prime BALANCE		1.83%			\$1,330.47	\$1,330.47	\$1,330.47	\$1,330.47	\$2.17	\$14.40	
		INTRA-MONTH CD ACTIVITY	PURCHASES									\$0.00	
			MATURITIES										
		PREVIOUS MONTH'S MATURITIES										\$0.00	
		TOTAL INTEREST AND SINKING FUND					\$4,937,357.82	\$4,937,357.82	\$4,937,357.82	\$4,937,357.82	\$4,078.00	\$15,304.99	
BOND CONSTRUCTION FUND													
		American National MMKT		0.25%			\$256.79	\$256.79	\$256.79	\$256.79	\$0.06	\$0.32	
		TEXPOOL BALANCE		1.62%			\$216,013.57	\$216,013.57	\$216,013.57	\$216,013.57	\$297.27	\$2,154.08	
		TEXPOOL Prime BALANCE		1.83%			\$63.93	\$63.93	\$63.93	\$63.93	\$0.00	\$0.01	
		INTRA-MONTH CD ACTIVITY	PURCHASES										
			MATURITIES										
		PREVIOUS MONTH'S MATURITIES										\$0.00	
		TOTAL BOND CONSTRUCTION FUND					\$216,334.29	\$216,334.29	\$216,334.29	\$216,334.29	\$297.33	\$2,154.41	
WORKER'S COMPENSATION FUND													
		TEXPOOL BALANCE		1.62%			\$558,505.15	\$558,505.15	\$558,505.15	\$558,505.15	\$768.59	\$5,569.28	
		PREVIOUS MONTH'S MATURITIES											
		TOTAL WORKER'S COMPENSATION FUND					\$558,505.15	\$558,505.15	\$558,505.15	\$558,505.15	\$768.59	\$5,569.28	
TOTAL WFISD INVESTMENTS & INTEREST EARNINGS							\$50,413,092.78	\$50,413,092.78	\$50,413,092.78	\$50,413,092.78	\$60,266.30	\$335,156.53	
TEXPOOL HIGHEST BALANCE 12/31/19:							GENERAL OPERATING FUND	\$32,088,419.73					
							FOOD SERVICE	\$450,277.66					
							INTEREST & SINKING FUND	\$4,937,357.82					
							BOND CONSTRUCTION	\$216,077.50					
							WORKER'S COMPENSATION	\$558,505.15					
							MAINTENANCE TAX NOTE	\$1,487,923.27					
TOTAL							\$39,738,561.13						

Wichita Falls ISD
Property Tax Collections Report
December, 2019

This statement is compiled from the tax collections monthly statement for the month of December 2019 submitted to us by the Wichita County Tax Assessor-Collector, Tommy Smyth.

This statement shows total collections for the month. The breakdown is as follows:

Maintenance & Operations

	<u>Original Levy</u>	<u>Adjustments</u>	<u>Adjusted Levy</u>		Current	YTD	Budget
					Month	Collected	
					Collections		
	\$ 44,813,574	\$ (42,988.50)	\$ 44,770,585.11	current			
	\$ 1,782,268	\$ (35,974.96)	\$ 1,746,292.64	prior years			
<hr/>							
5711 Current Year					\$ 16,988,715.98	20,814,794.97	\$ 44,325,266
5712 Prior Years					34,733.36	117,631.03	670,000
5719 Penalty, Interest, & Misc Fees Collected					20,169.26	50,638.73	440,000
Refunds					(10,181.76)	(29,615.93)	
Adjustments					(40,290.48)	(391,764.08)	
					<hr/>		
Totals					\$ 16,993,146.36	20,561,684.72	\$45,435,266.00
					<hr/>		
Uncollected Levy						<u>25,584,191.75</u>	

Interest & Sinking

	<u>Original Levy</u>	<u>Adjustments</u>	<u>Adjusted Levy</u>		Current	YTD	Budget
					Month	Collected	
					Collections		
	\$ 8,314,552	\$ (7,975.93)	\$ 8,306,575.67	current			
	\$ 280,255	\$ (6,674.66)	\$ 273,579.89	prior years			
<hr/>							
5711 Current Year					\$ 3,152,545.32	3,862,539.36	\$ 7,581,915
5712 Prior Years					5,950.93	20,327.98	110,000
5719 Penalty, Interest, & Misc Fees Collected					2,277.70	6,816.78	60,000
Refunds					(1,806.36)	(2,641.64)	
Adjustments					(7,475.35)	(11,886.54)	
					<hr/>		
Totals					\$ 3,151,492.24	3,875,155.94	\$ 7,751,915.00
					<hr/>		
Uncollected Levy						<u>4,697,288.21</u>	

WICHITA FALLS ISD BOARD OF TRUSTEES
February 11, 2020

Agenda Item:	Memorandum of Understanding with WFISD and WFPD		
Administrator Responsible:	Lahoma Vaughn, WFISD Chief of Police		
Attachments:	None		
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

Administrative Recommendation:

That the Wichita Falls Independent School District Board of Trustees approve the Memorandum of Understanding between WFISD and WFPD as submitted by Lahoma Vaughn, WFISD Chief of Police, and as recommended by Michael S. Kuhrt, Superintendent of Schools.

Explanation:

The Texas Education Code Section 38.081 requires a school district police department and the law enforcement agencies with which it has overlapping jurisdiction enter into a memorandum of understanding (“MOU”) that outlines reasonable communication and coordination of efforts between the department and the agencies. This document shall serve as the MOU addressing those requirements between the Wichita Falls Independent School District Police Department and the City of Wichita Falls Police Department.

WICHITA FALLS ISD BOARD OF TRUSTEES
February 11, 2020

Agenda Item:	Memorandum of Understanding with WFISD and WCSO		
Administrator Responsible:	Lahoma Vaughn, WFISD Chief of Police		
Attachments:	None		
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

Administrative Recommendation:

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JURISDICTIONAL MEMORANDUM OF UNDERSTANDING BETWEEN WICHITA FALLS INDEPENDENT SCHOOL DISTRICT POLICE DEPARTMENT AND WICHITA COUNTY SHERIFF'S DEPARTMENT

The Texas Education Code Section 37.081 requires a school district police department and the law enforcement agencies with which it has overlapping jurisdiction enter into a memorandum of understanding ("MOU") that outlines reasonable communication and coordination of efforts between the department and the agencies. This document shall serve as the MOU addressing those requirements between the Wichita Falls ISD Police Department and the Wichita County Sheriff's Department.

The primary duties of peace officers commissioned by the Wichita County Sheriff's Department who contract as School Resource Officers are as follows:

- Endeavor to provide a safe and secure environment for students, staff, and citizens while those persons that are participating in or attending school sponsored activities which include, but not limited to, extra-curricular activities, students in transit to and from school in a District vehicle, or any other school-sponsored or school related activity on or off campus.
- Protect the property of the District including real and personal property located inside and outside the boundaries of the District that is owned, leased, rented, or otherwise under the control of the District (hereinafter "Wichita Falls ISD property").
- Endeavor to protect the personal property of those individuals engaged in school sponsored or school related activities.
- To enforce all laws, including municipal ordinances, county ordinances, and federal, state, and local laws.

These duties shall be performed throughout the entire territory within the geographical boundaries or jurisdiction of the Wichita Falls Independent School District or within the State of Texas while those individuals are under the direct supervision of the District. This Agreement includes all current and future schools that are located within the overlapping jurisdiction of the City of Wichita Falls, Texas.

1. Wichita Falls Independent School District Police Department and the City of Wichita Falls will have concurrent jurisdiction on Wichita Falls ISD property within the city limits of the City of Wichita Falls, Texas. If (1) circumstances require an immediate response within the WFISD boundaries, (2) the City of Wichita Falls Police are present, and (3) the Wichita Falls ISD Police are not available, then the City of Wichita Falls Police Department shall assume primary control of the response until otherwise directed by the Wichita Falls ISD Police.

2. Except as stated herein, the City of Wichita Falls Police Department will have primary jurisdiction and responsibility for all offenses that occur on property located within the geographical boundaries of the Wichita Falls ISD. In addition, the City of Wichita Falls Police Department will be primarily responsible for investigating all traffic accidents that occur on school property.

3. The City of Wichita Falls Police Department has primary jurisdiction over all bomb threats to Wichita Falls ISD property. These threats will only be reported to the City of Wichita Falls Police Department if assistance is needed in disposing of any suspicious incendiary devices.

4. If any assistance is needed, the City of Wichita Falls Police Department will have primary control over the incident in all cases where it has assumed primary jurisdiction. The City of Wichita Falls Police Department retains all command and authority during these types of incidents. Wichita Falls ISD Police will remain available for assistance at the request of the City of Wichita Falls Police Incident Commander.

5. The Wichita County Sheriff's Department agrees to comply with notification of criminal activities involving students enrolled in Wichita Falls ISD schools pursuant to Article 15.27 of the Texas Code of Criminal Procedures.

6. The City of Wichita Falls Police Department shall retain primary jurisdiction over property or areas not owned, leased, rented, or otherwise under the control of Wichita Falls ISD.

7. In the event that any person performing law enforcement, police protection or detention services pursuant to this Agreement shall be cited as a party to any civil lawsuit, state or federal, arising out of the performance of those services, such person shall be entitled to the same benefits that he would be entitled to receive if such civil action had arisen out of the performance of his duties as a

member of the department where he is regularly employed and in the jurisdiction of the member by which he is regularly employed.

8. To the extent provided by law, each party to this Agreement expressly waives all claims against every other party for compensation for any loss, damage, personal injury, or death occurring as a consequence of the performance of the Agreement, except for acts in violation of law.

9. It is expressly understood and agreed that, in the execution of this Agreement, no party waives, nor shall be deemed hereby to waive, an immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.

10. The term of this Agreement shall be for a period of one (1) calendar year from the date of execution of this Agreement by both parties. This Agreement shall renew annually for successive one (1) year periods, unless otherwise terminated in writing by either party with at least thirty (30) days written notice prior to the renewal date. This particular Agreement may be terminated at any time with or without cause, subject to Texas Education Code 37.081 (g) which requires a school district police department and the law enforcement agencies with which it has overlapping jurisdiction to enter a memorandum of understanding outlining reasonable communication and coordination efforts between the department and the agency.

11. It is understood that nothing in this agreement impacts the jurisdiction of the criminal courts, including the Wichita Falls Municipal Court and the Justice of the Peace Courts, as it relates to the filing and prosecution of offenses occurring on the property of Wichita Falls ISD campuses in the city limits of Wichita Falls, Wichita County, Texas.

12. Except where prohibited by law, both parties agree to exchange such information as may be necessary to secure the effective enforcement of the law and protect the property and persons within their jurisdiction.

13. Each party to this Agreement expressly waives the right granted by Texas Local Government Code, Section 362.003 to request reimbursement for services performed under this Agreement.

The renewal date shall be calculated using the last date of execution of the Agreement by both parties. Notice, for the purpose of termination shall be to the Sheriff of the Wichita County Sheriff's Department and the Superintendent for the Wichita Falls ISD, Pursuant to Section 37.081(f) of the Texas Education Code. Notice shall also be provided to the Wichita Falls ISD Chief of Police

AGREED TO:

By: _____ Sheriff, Wichita Falls, Wichita Co., TX

Date: _____

By: _____ President, Board of Trustees, WFISD

Date: _____

By: _____ Superintendent, WFISD

Date: _____

By: _____ Chief of Police, WFISD

Date: _____

WICHITA FALLS ISD BOARD OF TRUSTEES
February 11, 2020

Agenda Item:	Minutes		
Administrator Responsible:	Michael S. Kuhrt, Superintendent of Schools		
Attachments:	Minutes of Special Session, January 14, 2020 Minutes of Public Hearing, January 20, 2020 Minutes of Regular Meeting, January 20, 2020		
<input checked="" type="checkbox"/> Action Needed	<input type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

Administrative Recommendation:

That the Wichita Falls Independent School District Board of Trustees approves the proposed minutes of a special session, January 14, 2020, minutes of a public hearing, January 20, 2020 and minutes of a regular meeting, January 20, 2020 as recommended by Michael S. Kuhrt, Superintendent of Schools.

Explanation:

Following are copies of the minutes of a special session, January 14, 2020, minutes of a public hearing, January 20, 2020 and minutes of a regular meeting, January 20, 2020. These minutes will become official upon approval by the Board.

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES
WFISD ADMINISTRATION BUILDING – BOARD ROOM
SPECIAL SESSION MEETING JANUARY 14, 2020**

CALL TO ORDER AND OPENING STATEMENT:

The Board of Trustees of the Wichita Falls Independent School District met in a special session meeting on the above date. The meeting was called to order at 12:00 p.m. by Ms. K. Elizabeth Yeager, board president.

Board members present: Ms. K. Elizabeth Yeager, Mr. Dale Harvey, Mr. Tom Bursey, Mr. Mark Lukert, Ms. Katherine McGregor, Mr. Robert Payton and Mr. Mike Rucker. Ms. K. Elizabeth Yeager, board president, noted that a quorum was present and the meeting had been duly called and notice of the meeting had been posted for the time and manner required by law.

Staff members present: Mr. Michael S. Kuhrt, Superintendent of Schools, Mr. Peter Griffiths, Associate Superintendent, Mr. Tim Sherrod, Chief Financial Officer, Ms. Debby Patterson, Executive Director of School Administration, Ms. Cyndy Kohl, Director of Human Resources, Ms. Denise Brown, Director of Finance, Ms. Ashley Thomas, Communications Officer, Mr. Brady Woolsey, Executive Director of Operations, Mr. Chris Fain, Director of Maintenance, Ms. Trish Potts, Internal Auditor, Ms. Kelly Strenski, Director of Fine Arts, Ms. Alicia Woodard, Director of Purchasing and Mr. Shad McGaha, Director of Technology.

Also present were Mr. Jaron Spor, reporter for KFDX 3 and Ms. Emily Bjorklund, reporter for KAUZ 6.

INVOCATION:

Mr. Mike Rucker gave the invocation.

PUBLIC COMMENT:

No public comments for special session meeting, January 14, 2020.

FINANCIAL SERVICES:

RESALE BIDS OF PROPERTY LOCATED WITHIN THE WFISD:

Mr. Mike Rucker, seconded by Mr. Tom Bursey, moved that the Wichita Falls Independent School District Board of Trustees approve the Resale Bid of one Trustees parcel located at 1908 6th Street.

Carried unanimously by a vote of 7– 0

ELECTRICITY RATE UPDATE:

Mr. Tom Bursey, seconded by Mr. Mike Rucker, moved that the Wichita Falls Independent School District Board of Trustees approve an extended electricity contract of 54 months.

Carried by a vote of 5-1-1
Mr. Mark Lukert abstained.

DECEMBER 2019 BUDGET AMENDMENTS:

Mr. Mike Rucker, seconded by Mr. Mark Lukert, moved that the Wichita Falls Independent School District Board of Trustees approve the attached budget amendments to the 2019-2020 budgets.

Carried unanimously by a vote of 7– 0

FINANCIAL REPORTS AS OF NOVEMBER 30, 2019:

Mr. Tim Sherrod, Chief Financial Officer, recommended that the Wichita Falls Independent School District Board of Trustees approve the attached year-to-date financial reports and investment reports.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on January 20, 2020.

RFQ #20-20: ARCHITECTURAL SERVICES FOR POSSIBLE BOND PROJECTS AND/OR FUTURE RENOVATIONS:

Mr. Tim Sherrod, Chief Financial Officer, recommended that the Wichita Falls Independent School District Board of Trustees accept information regarding ranking of the architect services.

The request for qualifications (RFQ) was posted on Public Purchase website and access was given through the WFISD website and advertised in the Times Record News. Eighty (80) firms were notified by classification match or self-invited. The submittals will be evaluated by Mike Kuhrt, Superintendent, Tim Sherrod, Chief Financial Officer, Brady Woolsey, Executive Director of Operations, Chris Fain, Director of Maintenance and Alicia Woodard, Director of Purchasing. After the initial evaluation and ranking of the qualifications, the committee will set up interviews with the top firms.

This item will be placed on the action agenda for the Board of Trustees regular meeting on January 20, 2020.

2018-2019 COOPERATIVE PROGRAM MANAGING FEES REPORT:

The Wichita Falls Independent School District Board of Trustees received a report of the cooperative purchasing programs that were utilized during the 2018- 2019 fiscal year. The fees associated for each and the purpose of the fee is listed but no other fees were paid for contracts of \$25,000 or more.

INSTRUCTIONAL SERVICES:

TEXAS EDUCATION AGENCY ANNUAL REPORT:

Mr. Peter Griffiths, Associate Superintendent, presented to the Wichita Falls Independent School District Board of Trustees the annual report that includes the Texas Academic Performance Report (TAPR), campus performance objectives, a report of violent or criminal incidents, and information received under Texas Education Code 51.403 (e) from the Texas Higher Education Coordinating Board (THECB). The board of trustees shall hold a hearing for public discussion of the report, and they shall widely disseminate the report within the district. The Public Hearing is scheduled for 5:30 p.m. on January 20, 2020.

BOARD MATTERS:

MINUTES:

Minutes of special session, December 10, 2019 and minutes of regular meeting, December 16, 2019.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on January 20, 2020.

LONG RANGE FACILITY PLANNING:

The Wichita Falls Independent School District Board of Trustees have a Long Range Facility Planning meeting on February 6, 2020 at 2:00 p.m.

RECESS:

Ms. K. Elizabeth Yeager, board president, recessed the special session meeting to go into closed session at 12:53 p.m.

CLOSED SESSION:

Closed Session:

1. Personnel Matters Including the Appointment, Evaluation, Reassignment, Duties, Discipline, Dismissal and/or Compensation of Individual District Employees (*Pursuant to Texas Government code 551.074*)
2. Deliberations Regarding Abandonment of Contract by Teacher and the Attempt to Resign (*Pursuant to Texas Government Code Section 551.074*)
3. Deliberations Regarding Notification to the State Board for Educator Certification of Teacher Contract Abandonment (*Pursuant to Texas Government Code Section 551.074*)
4. Superintendent’s Annual evaluation, Contract, and Compensation (*Pursuant to Texas Government Code Section 551.074*)

Open Session:

1. Consideration and Possible Action Regarding Abandonment of Contract by Teacher and the Attempt to Resign
2. Consideration and Possible Action Regarding Notification to the State Board for Educator Certification of Teacher Contract Abandonment
3. Consideration and Possible Action Regarding Superintendent’s Annual Evaluation, Contract, and Compensation

RECONVENE:

Ms. K. Elizabeth Yeager, board president, reconvened the closed session to go into special session meeting at 1:40 p.m.

OPEN SESSION:

Mr. Dale Harvey, seconded by Mr. Tom Bursey, moved that the Board issue a finding in accordance with Texas Education Code Section 21.210 (c) and 19 Texas Administrative Code 249.14 (g), that good cause did not exist for Andrea Fikirsindi, a term contract teacher to abandon her employment contract, abandon her position, and attempt to resign from Wichita Falls ISD.

Carried unanimously by a vote of 7 – 0

Mr. Dale Harvey, seconded by Mr. Robert Payton, moved that the Board authorize the Board President to send a letter to the State Board for Educator Certification seeking sanctions for Andrea Fikirsindi, a term contract teacher, for abandonment of her employment contract.

Carried unanimously by a vote of 7 – 0

HUMAN RESOURCES:

PERSONNEL REPORT:

Ms. Cyndy Kohl, Director of Human Resources reported to the Wichita Falls Independent School District Board of Trustees an error in the employee resignations/retirements report. The report will be corrected and submitted at the January 20, 2020 regular meeting.

TEACHER APPLICANT POOL:

Mr. Robert Payton, seconded by Mr. Mike Rucker, moved that the Wichita Falls Independent School District Board of Trustees approve the proposed teacher applicant pool. (Exhibit A)

Carried unanimously by a vote of 7 – 0

ADJOURNMENT:

No further action was taken and Ms. K. Elizabeth Yeager, board president, adjourned the meeting at 1:43 p.m.

President, Board of Trustees

Secretary, Board of Trustees

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES
WFISD ADMINISTRATION BUILDING – BOARD ROOM
PUBLIC HEARING TEXAS ACADEMIC PERFORMANCE REPORT, JANUARY 20, 2020**

CALL TO ORDER AND OPENING STATEMENT:

The Board of Trustees of the Wichita Falls Independent School District met in a special session meeting on the above date. Ms. Elizabeth Yeager, board president, called the meeting to order at 5:31 p.m.

Board members present: Ms. K. Elizabeth Yeager, Mr. Dale Harvey, Mr. Tom Bursey, Mr. Mark Lukert, Ms. Katherine McGregor, Mr. Robert Payton and Mr. Mike Rucker. Ms. K. Elizabeth Yeager, board president, noted that a quorum was present and the meeting had been duly called and notice of the meeting had been posted for the time and manner required by law.

Staff members present: Mr. Michael S. Kuhrt, Superintendent of Schools, Mr. Tim Sherrod, Chief Financial Officer, Ms. Ashley Thomas, Communications Officer, Mr. Peter Griffiths, Associate Superintendent, Ms. Shannon Kuhrt, Director of Assessment, Ms. Alicia Woodard, Director of Purchasing and Ms. Trish Potts, Internal Auditor.

Also present was Ms. Camille Connor, reporter for Channel 6 and Mr. Jaron Spor, reporter for Channel 3.

TEXAS ACADEMIC PERFORMANCE REPORT:

Mr. Peter Griffiths, Associate Superintendent, presented the 2018-19 Texas Academic Performance Report (TAPR). The Wichita Falls Independent School District received a 2019 Accountability rating: B

PUBLIC COMMENT:

No public comments were made.

ADJOURNMENT:

No further action was taken and Ms. K. Elizabeth Yeager, board president, adjourned the meeting at 5:52 p.m.

President, Board of Trustees

Secretary, Board of Trustees

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES
WFISD ADMINISTRATION BUILDING – BOARD ROOM
REGULAR BOARD MEETING JANUARY 20, 2020**

CALL TO ORDER AND OPENING STATEMENT:

The Board of Trustees of the Wichita Falls Independent School District met in a regular meeting on the above date. The meeting was called to order at 6:00 p.m. by Ms. K. Elizabeth Yeager, board president.

Board members present: Ms. K. Elizabeth Yeager, Mr. Dale Harvey, Mr. Tom Bursey, Mr. Mark Lukert, Ms. Katherine McGregor, Mr. Robert Payton and Mr. Mike Rucker. Ms. K. Elizabeth Yeager, board president, noted that a quorum was present and the meeting had been duly called and notice of the meeting had been posted for the time and manner required by law.

Staff members present: Mr. Michael S. Kuhrt, Superintendent of Schools, Mr. Peter Griffiths, Associate Superintendent, Mr. Tim Sherrod, Chief Financial Officer, Ms. Cyndy Kohl, Director of Human Resources, Ms. Debby Patterson, Executive Director of School Administration, Mr. Brady Woolsey, Executive Director of Operations, Ms. Ashley Thomas, Communications Officer, Ms. Alicia Woodard, Director of Purchasing, Ms. Trish Potts, Internal Auditor and Mr. Scot Hafley, Athletic Director.

Also present were Ms. Camille Connor, reporter for KAUZ Channel 6 and Mr. Jaron Spor, reporter for KFDX Channel 3.

PRESENTATION OF COLORS:

The Hirschi High School Jr. ROTC presented the colors.

INVOCATION:

Mr. Mike Rucker gave the invocation.

PRESENTATIONS:

WICHITA FALLS HIGH SCHOOL ALL-STATE FOOTBALL:

The Wichita Falls Independent School District Board of Trustees recognized Wichita Falls High School Football All-State student athletes.

The following student athletes received All-State honors for football:

Associated Press All-State

Ryan Murdock – Honorable Mention

THSCA Academic All-State

Kordell Dorman – 1st Team

Jacob Esparza – 1st Team

Carter Milstead – 2nd Team

Jack Murdock – 2nd Team

Zach Williams – 2nd Team

Baylen Faris – Honorable Mention

Landon Graber – Honorable Mention

Justin McKay – Honorable Mention

Tyson Whiteside – Honorable Mention

Coach: Grant Freeman

HIRSCHI HIGH SCHOOL ALL-STATE FOOTBALL:

The Wichita Falls Independent School District Board of Trustees recognized Hirschi High School Football All-State student athletes.

The following student athletes received All-State honors for football:

2019 Associated Press Sports Editors 4A All-State

Chris Murray – 2nd Team

Johnny Taylor – Honorable Mention

Coach: Antonio Wiley

RIDER HIGH SCHOOL ALL-STATE FOOTBALL:

The Wichita Falls Independent School District Board of Trustees recognized Rider High School Football All-State student athletes.

The following student athletes received All-State honors for football:

2019 Associated Press Sports Editors 5A All-State

Adrian Sargent – Defensive Line, Sr.

Jacob Rodriguez – Quarterback, Jr.

Isaiah Wetzel – Defensive Line, Jr.

Coach: Marc Bindel

BOARD APPRECIATION RECOGNITION:

The Wichita Falls Independent School District Board of Trustees were recognized for Board of Trustees Appreciation Month.

School Board Recognition Month helps build awareness of the crucial role an elected board of trustees plays in our community and schools.

Our board members are community people who are uncompensated and, all too often, unsung for their efforts. They volunteer their time because they care. They care about their communities, they care about their schools and most importantly they care about the children.

Elizabeth Yeager – President

Dale Harvey – Vice-President

Tom Bursey – Secretary

Mark Lukert

Katherine McGregor

Bob Payton

Mike Rucker

PUBLIC COMMENT:

Ms. Jeanette Perry, community member, addressed the Long Range Facility Plans and location of schools.

Mr. Tyrall Colbert, community member, addressed the bond proposal and location of schools.

CONSENT AGENDA:

Mr. Mike Rucker, seconded by Mr. Tom Bursey, moved that the Wichita Falls Independent School District Board of Trustees approve the consent agenda consisting of the following items: financial reports as of November 30, 2019 and minutes.

Carried unanimously by a vote of 7 – 0

FINANCIAL SERVICES:

RFQ #20-20: ARCHITECTURAL SERVICES FOR POSSIBLE BOND PROJECTS AND/OR FUTURE RENOVATIONS:

Mr. Tom Bursey, seconded by Mr. Mike Rucker, moved that the Wichita Falls Independent School District Board of Trustees approve the ranking of architect services.

Carried unanimously by a vote of 7 – 0

BOARD MATTERS:

CAPITAL IMPROVEMENT AND ENVIRONMENTAL ENHANCEMENT ITEMS:

Mr. Mike Rucker, seconded by Mr. Mark Lukert, moved that the Wichita Falls Independent School District Board of Trustees approve the Capital Expenditures for the 2019-2020 school year.

Carried unanimously by a vote of 7 – 0

LONG RANGE FACILITY PLAN DISCUSSION:

The Wichita Falls Independent School District Board of Trustees have a scheduled meeting for February 6, 2020 to discuss Long Range Facilities planning.

HUMAN RESOURCES:

PERSONNEL REPORT:

Ms. Cyndy Kohl, Director of Human Resources recommended that the Wichita Falls Independent School District Board of Trustees review the employee resignations/retirements that have been submitted since the last board meeting. The resignations/retirements have been accepted by Michael S. Kuhrt, Superintendent of Schools, in accordance with the requirements of Policy DFE (LOCAL).

LETTERS OF RETIREMENT SINCE THE SUBMISSION OF THE LAST BOARD AGENDA:

Professionals

Nacol, Lou Anne – Teacher, Rider (5/23/2020)

Clerical/Auxiliary/Support

Gutierrez, Jose – Building Tech, Maintenance (3/27/2020)

LETTERS OF RESIGNATION SINCE THE SUBMISSION OF THE LAST BOARD AGENDA:

Professionals

Borton, Jessica – Teacher, McNeil (5/23/2020)

Davis, Cori – Teacher, Rider (1/18/2020)

Duke, Jon – Teacher, McNeil (12/18/19)

Hughes, Amy – Teacher, CEC (1/10/2020)

Clerical/Auxiliary/Support

Breault, Felecia – Aide, Barwise (12/01/19)
Duell, Sherry – Aide, Burgess (1/17/2020)
Jennings, Susan – Aide, West Foundation (12/01/19)
Mazzei, Angela – Attendance Clerk, WFHS (1/10/2020)
Veigl, Courtney – LVN, Southern Hills (12/20/19)

TEACHER APPLICANT POOL:

Mr. Dale Harvey, seconded by Mr. Mike Rucker, moved that the Wichita Falls Independent School District Board of Trustees approve the proposed teacher applicant pool. (Exhibit A)

Carried unanimously by a vote of 7– 0

RECESS:

Ms. K. Elizabeth Yeager, board president, recessed the regular meeting to go into closed session at 6:36 p.m.

CLOSED SESSION:

Closed Session:

1. Personnel Matters Including the Appointment, Evaluation, Reassignment, Duties, Discipline, Dismissal and/or Compensation of Individual District Employees (*Pursuant to Texas Government Code 551.074*)
2. Superintendent’s Annual Evaluation, Contract, and Compensation (*Pursuant to Texas Government Code Section 551.074*)

Open Session:

1. Consideration and Possible Action Regarding Superintendent’s Annual Evaluation, Contract, and Compensation

ADJOURNMENT:

No further action was taken and Ms. K. Elizabeth Yeager, board president, adjourned the meeting at 7:25 p.m.

President, Board of Trustees

Secretary, Board of Trustees

WICHITA FALLS ISD BOARD OF TRUSTEES
February 11, 2020

Agenda Item:	Monthly Personnel Report		
Administrator Responsible:	Cyndy Kohl, Director of Human Resources		
Attachments:	No Attachment		
<input type="checkbox"/> Action Needed	<input type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input checked="" type="checkbox"/> Report

Administrative Recommendation:

That the Wichita Falls Independent School District Board of Trustees reviews the employee resignations/retirements that have been submitted since the last Board meeting. The resignations/retirements have been accepted by Michael S. Kuhrt, Superintendent of Schools, in accordance with the requirements of Policy DFE (Local).

Letters of Retirement:

Professionals

Clerical/Auxiliary/Support

Graham, Roberta – LVN, Barwise (5/23/20)

Letters of Resignation:

Professionals

Camp, Sandra – Inst. Reading Coach, Franklin (5/23/20)

Collier, Bryan – Teacher/Coach, Hirschi (5/23/20)

Landours, Karla – Teacher, Milam (5/23/20)

Pappan, Cheryl – WFISD Foundation Director (1/31/20)

Tonnu, Julie – Teacher, Fain (5/23/20)

Clerical/Auxiliary/Support

Clark, Kindra – Aide, West Foundation (1/17/20)

Garcia, Ruby – Asst. SLP, Ed Center (5/23/20)

WICHITA FALLS ISD BOARD OF TRUSTEES
February 11, 2020

Agenda Item:	Applicant Pool		
Administrator Responsible:	Cyndy Kohl, Director of Human Resources		
Attachments:	Applicant Pool		
<input checked="" type="checkbox"/> Action Needed	<input type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

Administrative Recommendation:

That the Wichita Falls Independent School District Board of Trustees approve the proposed applicant pool as submitted by Cyndy Kohl, Director of Human Resources, and as recommended by Michael S. Kuhrt, Superintendent of Schools.

**APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION
February 11, 2020**

CERTIFIED APPLICANT POOL

Name	Certification	University	Yrs of Exp	Position/Assignment	Previous District
Baka, Christine	ELAR 4-8 Generalist EC-4	Midwestern State University	1	Teacher Kirby Replacing a vacancy	WFISD
Davis, Demrick	DOI	Le Cordon Blue Vocational School	2	Culinary Arts Teacher CEC Added Position	NA

CONTRACT CHANGE

Name	Current Contract	Current Position	New Contract	New Position
Davis, Brittany	Classroom Teacher Term 10 months	Teacher Fain	Professional Educator Probationary 12 months	Curriculum Specialist Grades 1&2 Ed Center Replacing Kristin Sarafis

Asterisk indicates Contract Addendum Required. See key below.

** Enrolled in an Alternative Certification Program*

*** One-year out-of state Certification*

****Emergency Permit*

***** Non-Renewal Permit*

DOI = District Of Innovation