

Notice of Regular Meeting

The Board of Trustees Celina Independent School District

A Regular Meeting of the Board of Trustees of Celina Independent School District will be held Monday, December 18, 2017, beginning at 6:15 PM in the Celina ISD Administration Office, 205 S Colorado Dr, Celina, TX 75009.

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

1. CALL TO ORDER DINNER/DISCUSSION
 - 1.A. Discuss Agenda Items
 - 1.B. Climate Survey
 - 1.C. Report on Trustee Training Hours
 - 1.D. Discuss New Trustee Training Requirements
2. CALL TO ORDER & ESTABLISH QUORUM
 - 2.A. Pledge of Allegiance
 - 2.B. Invocation
3. OPEN FORUM
 - 3.A. Comments from Visitors Who Wish to Address Board Members on Agenda or Non-Agenda Topics
4. CONSENT/CONFIRMATION AGENDA ITEMS
 - 4.A. Minutes of the November 13, 2017 Board Meeting
 - 4.B. Monthly Cash Distributions/Cash Balance/Investment Report/Budget Amendments
5. INFORMATION/CONFIRMATION AGENDA ITEMS:
 - 5.A. Construction Update
Presenter: Claycomb / Northstar
 - 5.B. Project Based Learning Presentation
Presenter: Dollye Plagge & 7th Grade Students
 - 5.C. Report on TAPR
Presenter: Lori Sitzes
6. ACTION/BRIEFING AGENDA ITEMS
 - 6.A. **PUBLIC HEARING - OPPORTUNITY FOR PUBLIC INPUT REGARDING THE 2016-2017 FINANCIAL INTEGRITY REPORT**
 - 6.B. Update 109 (LOCAL) Policy Adoption
7. **CLOSED MEETING - Pursuant to Texas Government Code, Chapter 551, including, but not limited to Section 551.074 - Personnel, to deliberate regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee.**
 - 7.A. Personnel
 - 7.A.1. Professional Personnel
8. **RECONVENE - Open meeting to vote on matters considered in closed session in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, to take action necessary regarding personnel.**
 - 8.A. Action Taken on Items in Closed Session

9. ADJOURNMENT

If, during the course of the meeting, discussion of any items on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the preside officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [*See* BEC(LEGAL)]

Friday, December 15, 2017 at 2:30pm

For the Board of Trustees

REGULAR BOARD MEETING

NOVEMBER 13, 2017

The Celina Independent School District's Board of Trustees met in regular session on Monday, November 13, 2017 at the Celina Independent School District Administration Offices at 205 S Colorado, Celina, TX 75009 in Room 11 and the Board Room.

At 6:15 PM Kelly Juergens called the dinner session to order. Agenda items were discussed.

At 6:55 PM Kelly Juergens closed the dinner session.

At 7:00 PM Board President Kelly Juergens called the regular meeting of the Celina Independent School District's Board of Trustees to order in the Board Room of the CISD Administration Offices. Tracey Balsamo lead the pledge and Jeff Gravley gave the invocation.

MEMBERS PRESENT: Choc Christopher, Jeff Gravley, Kelly Juergens, Todd Snyder, Chuck Hansen and Tracey Balsamo.

MEMBERS ABSENT: Brooks Barr

SCHOOL OFFICIALS & VISITORS PRESENT: Rick DeMasters, Bill Hemby, John Mathews, Lori Sitzes, Starla Martin, Kimber Kincaid, Misty Warrick, Stacy Ceci, Kaylyn Reedy, David Wilson, Mark Rauzi, Curry Short, Steve Davis, Shawna Mathews, Rebecca Massey, Lana Brooks and several parents, grandparents and family members were in attendance for the Superintendent Awards Presentation.

OPEN FORUM:

CONSENT/CONFIRMATION AGENDA ITEMS.

Todd Snyder moved and Tracey Balsamo seconded the motion to approve the minutes of the October 16, 2017 Regular Board Meeting along with the Monthly Cash Distributions/Cash Balance/Investment Report and Budget Amendments. Motion Carried 6-0.

INFORMATION/CONFIRMATION AGENDA ITEMS:

Campus Principals recognized the Superintendent Awards Winners. Winners for the fall semester for each campus are as follows:

Primary School: Kindergarten: Titus Shivers, Mackenzie Arnold

O'Dell Elementary: 2nd Grade: Kahler McGuire, Machenzie Jackson

4th Grade: Tyler Teague, Maddie Hoya

Celina Elementary: 2nd Grade: Colt Harper, Sofia Jaramillo
4th Grade: Harlan Fullilove, Reagan Hix

6th Grade Center: 6th Grade: Cooper Anderson, Grace Newbold

Junior High: 8th Grade: Alyssa Jensen, Caden Smith

High School: 11th Grade: Peyton Hatcher, Robert Wells
12th Grade: Jocelyn Vanessa Vasquez-Cabrera, Austin Grant

Mark Rauzi and Curry Short gave the Board an update on High School Construction.

Mr. Templeton presented the Fall Demographic Report to the Board.

Steve Davis presented the 2016-2017 Audit Report to the Board.

ACTION/BRIEFING AGENDA ITEMS:

Todd Snyder moved and Jeff Gravley seconded the motion to approve the Collin County Board of Trustees Central Appraisal Voting Resolution. Motion Carried 6-0.

Todd Snyder moved and Jeff Gravley seconded the motion to approve the Denton County Board of Trustees Central Appraisal Voting Resolution. Motion Carried 6-0.

Chuck Hansen moved and Tracey Balsamo seconded the motion to approve the Audit Report. Motion Carried 6-0.

The Board did not recess the open session to convene in closed session.

At _____ PM Kelly Juergens recessed the open session and convened the Board in closed session, pursuant to Texas Government Code, Chapter 551, including, but not limited to Section 551.074 – Personnel.

A. Personnel

At _____PM Kelly Juergens recessed the closed session and reconvened in open session to vote on matters considered in closed session in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, to take action necessary regarding personnel.

ACTION TAKEN ON ITEMS IN CLOSED SESSION:

ADJOURNMENT:

Jeff Gravley moved and Tracey Balsamo seconded the motion to adjourn the meeting. The motion carried 6-0.

The meeting adjourned at 8:39 PM.

Kelly Juergens, President

Todd Snyder, Secretary

CELINA INDEPENDENT SCHOOL DISTRICT
GENERAL FUND (INCLUDES ATHLETIC, OPERATING)
MONTHLY FINANCIAL REPORT
NOVEMBER 30, 2017

	BUDGET	RECEIVED TO DATE	REMAINING	PERCENT REMAINING
REVENUES:				
5700 OTHER LOCAL REVENUE	\$ 1,168,502.00	\$ 196,009.01	\$ 972,492.99	83.23%
5711 PROPERTY TAXES, CURRENT YEAR	\$ 13,399,959.00	\$ 942,470.94	\$ 12,457,488.06	92.97%
5712 PROPERTY TAXES, PRIOR YEAR	\$ 175,000.00	\$ 11,818.92	\$ 163,181.08	93.25%
5719 PENALTY & INTEREST	\$ 75,000.00	\$ 14,100.32	\$ 60,899.68	81.20%
5800 STATE PROGRAM REVENUES	\$ 10,761,445.00	\$ 4,405,928.46	\$ 6,355,516.54	59.06%
5900 FEDERAL PROGRAM REVENUE	\$ 60,000.00	\$ 15,411.65	\$ 44,588.35	74.31%
7900 FLOW-THROUGH REVENUE			\$ -	
TOTAL REVENUES	\$ 25,639,906.00	\$ 5,585,739.30	\$ 20,054,166.70	78.21%
EXPENDITURES:				
	BUDGET	EXPENDED TO DATE	REMAINING	PERCENT REMAINING
11 INSTRUCTION	\$ 14,186,769.86	\$ 5,894,057.05	\$ 8,292,712.81	58.45%
12 LIBRARY SERVICES	\$ 193,654.00	\$ 107,821.45	\$ 85,832.55	44.32%
13 CURRICULUM	\$ 322,547.00	\$ 179,562.22	\$ 142,984.78	44.33%
21 INSTRUCTIONAL LEADERSHIP	\$ 56,999.00	\$ 24,226.71	\$ 32,772.29	57.50%
23 SCHOOL ADMIMISTRATION	\$ 1,738,869.00	\$ 749,865.04	\$ 989,003.96	56.88%
31 GUIDANCE AND COUNSELING	\$ 646,457.00	\$ 266,045.68	\$ 380,411.32	58.85%
33 HEALTH SERVICES	\$ 248,701.00	\$ 116,392.73	\$ 132,308.27	53.20%
34 PUPIL TRANSPORTATION	\$ 1,406,908.00	\$ 628,481.93	\$ 778,426.07	55.33%
36 EXTRA CURRICULAR ACTIVITIES	\$ 1,139,277.00	\$ 515,310.23	\$ 623,966.77	54.77%
41 GENERAL ADMINISTRATION	\$ 1,136,746.00	\$ 474,680.82	\$ 662,065.18	58.24%
51 PLANT MAINTENANCE & OPERATION	\$ 3,028,686.00	\$ 1,309,136.37	\$ 1,719,549.63	56.78%
52 SECURITY & MONITORING	\$ 239,702.00	\$ 105,173.40	\$ 134,528.60	56.12%
53 DATA PROCESSING	\$ 567,922.00	\$ 333,250.18	\$ 234,671.82	41.32%
71 DEBT SERVICE	\$ 203,864.00	\$ 101,931.06	\$ 101,932.94	50.00%
81 FACILITY IMPROVEMENT			\$ -	#DIV/0!
93 PAYMENT TO FISCAL AGENTS	\$ 495,694.00	\$ 117,518.50	\$ 378,175.50	76.29%
95 PAYMENT TO JJAEP	\$ 16,000.00		\$ 16,000.00	100.00%
99 TAX APPRAISAL	\$ 90,000.00	\$ 26,750.79	\$ 63,249.21	70.28%
TRANSFER TO CONSTRUCTION			\$ -	#DIV/0!
TOTAL EXPENDITURES	\$ 25,718,795.86	\$ 10,950,204.16	\$ 14,768,591.70	57.42%

Celina Independent School District
Operating Cash Flow Statement
2017-2018

	September, 2017 Actual	October, 2017 Actual	November, 2017 Actual
<i>Beginning Cash Balance</i>	\$ 1,692,216.52	2,210,440.27	1,637,916.72
RECEIPTS			
Tax Collections	\$ 9,383.02	161,657.58	716,936.25
Interest	\$ 901.59	984.94	38,985.03
Other Local Revenue	\$ 63,853.79	17,953.35	27,785.98
State Revenue - Available School	\$ 228,402.00	80,685.00	45,702.00
State Revenue -Foundation	\$ 1,717,983.00	1,408,129.00	740,073.00
State Revenue - Prior Year	\$ 0.00	0.00	0.00
State Revenue - Misc	\$ 0.00	13,981.10	0.00
Federal Program Revenue	\$ 13,911.00	58,909.13	1,187.00
Breakfast/Lunch Revenue - Local/Fed	\$ 70,164.85	104,413.64	92,951.40
Transfers From Texpool/Hubbard	\$ 500,000.00	0.00	0.00
Total Revenue	\$ 2,604,599.25	1,846,713.74	1,663,620.66
DISBURSEMENTS			
Payroll Net Checks	\$ -1,227,267.78	-1,046,743.96	-1,408,777.52
Payroll Deductions	\$ -61,132.05	-70,181.90	-74,509.34
TRS Deposit	\$ -151,589.57	-496,829.03	-331,808.83
IRS Deposit	\$ -156,776.71	-153,089.83	-162,386.43
Total Payroll	\$ -1,596,766.11	-1,766,844.72	-1,977,482.12
Transfers to Texpool	\$ 0.00	0.00	0.00
Transfer to Ind Bank MMA	\$ 0.00	0.00	0.00
Account Payable Expenditures	\$ -489,609.39	-652,392.57	-530,813.67
Total Expenditures	\$ -2,086,375.50	-2,419,237.29	-2,508,295.79
Net Change in Cash	\$ 518,223.75	-572,523.55	-844,675.13
Ending Cash Balance	\$ 2,210,440.27	1,637,916.72	793,241.59
Beginning Cash Balance at Texpool	\$ 656,305.63	156,671.41	156,808.68
Deposits - Transfers In	\$ -500,000.00	0.00	0.00
Interest Earned	\$ 365.78	137.27	135.42
Transfers out	\$ 0.00	0.00	0.00
Ending Cash Balance at Texpool	\$ 156,671.41	156,808.68	156,944.10
Beginnin Cash Balance-Ind Bank MMA	2,036,071.50	2,037,159.26	2,038,283.88
Deposits - Transfer In	0.00	0.00	0.00
Interest Earned	1,087.76	1,124.62	1,073.27
Transfers out	0.00	0.00	-38,283.88
Ending Cash Balance-Ind Bank MMA	2,037,159.26	2,038,283.88	2,001,073.27
TOTAL CASH AVAILABLE	\$ 4,404,270.94	3,833,009.28	2,951,258.96

CELINA INDEPENDENT SCHOOL DISTRICT
 INTEREST AND SINKING FUND 599
 MONTHLY FINANCIAL REPORT
 AS OF
 NOVEMBER 30, 2017

	BUDGET	RECEIVED TO DATE	REMAINING	PERCENT REMAINING
REVENUES:				
5700 TAXES CURRENT YEAR	\$ 5,896,869.00	\$ 413,364.17	\$ 5,483,504.83	92.99%
5700 TAXES PRIOR YEAR	\$ 75,000.00	\$ 5,171.42	\$ 69,828.58	93.10%
5700 PENALTY AND INTEREST	\$ 15,000.00	\$ 5,801.69	\$ 9,198.31	61.32%
5700 LOCAL REVENUE		\$ 9,279.61	\$ (9,279.61)	#DIV/0!
5800 STATE REVENUE EDA/IFA			\$ -	
7900 BOND PROCEEDS/PREMIUMS			\$ -	#DIV/0!
TOTAL REVENUES	\$ 5,986,869.00	\$ 433,616.89	\$ 5,553,252.11	92.76%

	BUDGET	EXPENDED TO DATE	REMAINING	PERCENT REMAINING
EXPENDITURES:				
6511 BOND PRINCIPAL	\$ 1,165,622.00	\$ 1,165,621.20	\$ 0.80	0.00%
6521 BOND INTEREST	\$ 3,821,398.00	\$ 2,266,735.06	\$ 1,554,662.94	40.68%
6599 OTHER DEBT SERVICE FEES	\$ 7,500.00	\$ 5,375.00	\$ 2,125.00	28.33%
6599 BOND SALE FEES			\$ -	
8900 FLOW THRU			\$ -	#DIV/0!
TOTAL EXPENDITURES	\$ 4,994,520.00	\$ 3,437,731.26	\$ 1,556,788.74	#DIV/0!

Celina Independent School District
Interest & Sinking Cash Flow Statement
2017-2018

	September, 2017 Actual	October, 2017 Actual	November, 2017 Actual
<i>Beginning Cash Balance-Independent Bk</i>	\$ 92,339.80	95,737.52	165,898.51
RECEIPTS			
Tax Collections	\$ 4,097.99	70,850.84	314,290.79
Interest	\$ 49.73	60.15	2,098.65
Transfer from Texpool	\$ 0.00	0.00	0.00
State Revenue - IFA	\$ 0.00	0.00	0.00
Total Revenue	\$ 4,147.72	70,910.99	316,389.44
DISBURSEMENTS			
Bond Payments	\$ -750.00	-750.00	-500.00
Transfers to Texpool	\$ 0.00	0.00	0.00
Transfers to MMA Independent Bank	0.00	0.00	
Total Expenditures	\$ -750.00	-750.00	-500.00
Net Change in Cash	3,397.72	70,160.99	315,889.44
Ending Cash Balance - Independent Bk	\$ 95,737.52	165,898.51	481,787.95
Beginning Cash Balance at Texpool	\$ 1,310,654.86	1,311,748.42	1,312,897.90
Deposits - Transfers In/Int Sale of Bond	\$ 0.00		0.00
Interest Earned	\$ 1,093.56	1,149.48	1,133.68
Transfers out	\$ 0.00	0.00	0.00
Ending Cash Balance at Texpool	\$ 1,311,748.42	1,312,897.90	1,314,031.58
Independent Bank - MMA Investment			
Beginning Balance	101,803.59	101,857.98	101,914.21
Deposits	0.00	0.00	0.00
Interest	54.39	56.23	53.66
Transfers out	0.00	0.00	-1,914.21
Ending Cash Balance - Ind Bank MMA	101,857.98	101,914.21	100,053.66
TOTAL CASH AVAILABLE	\$ 1,509,343.92	1,580,710.62	1,895,873.19

Celina Independent School District
 Construction 2016 Cash Flow Statement
 2017-2018

	September, 2017 Actual	October, 2017 Actual	November, 2017 Actual
<i>Beginning Cash Balance</i>	\$ 1,050,587.74	1,042,818.35	30,537.76
RECEIPTS			
Interest	\$ 774.61	422.56	22.59
Sale of Bonds	0.00	0.00	0.00
Total Revenue	\$ 774.61	422.56	22.59
DISBURSEMENTS			
Construction Payables	\$ 8,544.00	1,012,703.15	
Total Expenditures	\$ 8,544.00	1,012,703.15	0.00
Net Change in Cash	\$ -7,769.39	-1,012,280.59	22.59
 <i>Ending Cash Balance**</i>	 \$ 1,042,818.35	 30,537.76	 30,560.35

Celina Independent School District
Construction Cash Flow Statement
2017-2018

	September, 2017 Actual	October, 2017 Actual	November, 2017 Actual
<i>Beginning Cash Balance</i>	\$ 81,614.01	76,175.67	76,217.72
RECEIPTS			
Interest	\$ 43.79	42.05	40.55
Additional Revenue Trans from Operating	0.00	0.00	0.00
Transfers from Logic	\$ 0.00	0.00	0.00
Transfers from Texpool	0.00	0.00	0.00
Total Revenue	\$ 43.79	42.05	40.55
DISBURSEMENTS			
Transfers to Texpool/Logic	\$ 0.00	0.00	0.00
Construction Payables	\$ -5,482.13		-10,000.00
Total Expenditures	\$ -5,482.13	0.00	-10,000.00
Net Change in Cash	\$ -5,438.34	42.05	-9,959.45
 <i>Ending Cash Balance**</i>	 \$ 76,175.67	 76,217.72	 66,258.27

Celina Independent School District
October, 2016 Bond Sale Construction Cash Flow Statement
2017-2018

	September, 2017 Actual	October, 2017 Actual	November, 2017 Actual
<i>Beginning Cash Balance</i>	\$ 9,393,691.16	8,280,120.83	6,705,931.75
Independent Bank			
RECEIPTS			
Interest	\$ 4,599.60	4,264.88	3,235.11
Additional Revenue Trans from Operating	0.00	0.00	0.00
Transfers from Texpool	0.00	0.00	0.00
Transfers from Logic	\$ 0.00	0.00	0.00
Accounts Payable	0.00	0.00	0.00
Total Revenue	\$ 4,599.60	4,264.88	3,235.11
DISBURSEMENTS			
Transfers to Texpool/Logic	\$ 0.00	0.00	0.00
Construction Payables	\$ -1,118,169.93	-1,578,453.96	-1,304,975.64
Total Expenditures	\$ -1,118,169.93	-1,578,453.96	-1,304,975.64
Net Change in Cash	\$ -1,113,570.33	-1,574,189.08	-1,301,740.53
 Ending Cash Balance**	 \$ 8,280,120.83	 6,705,931.75	 5,404,191.22
 Texpool			
<i>Beginning Cash Balance Texpool</i>	0.00		0.00
<i>Sale of Bonds</i>			
Interest			
Transfers Out			
Ending Balance	0.00	0.00	0.00
 TOTAL CASH AVAILABLE	 8,280,120.83	 6,705,931.75	 5,404,191.22

Budgeted/Expended Comparison Summary

NOVEMBER, 2017

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	Original Budget	Amended Budget	Total Expended YTD	Current Month Expenditure	Encumbered	Balance	Available to Use
Funds 181-191-199 General Operating							
11 Instruction							
6100 Payroll Costs	12,955,396.00	12,955,396.00	5,204,867.01	1,502,588.64		7,750,528.99	59.82%
6200 Professional Services	758,313.00	757,435.20	475,009.59	69,951.45	335.45	282,090.16	37.24%
6300 Supplies and Materials	338,691.00	342,702.96	148,098.22	37,892.47	10,140.43	184,464.31	53.83%
6400 Other Operating	83,285.00	87,223.90	18,378.16	6,579.36	2,019.36	66,826.38	76.61%
6600 Capital Outlay	39,000.00	44,011.80	35,208.83			8,802.97	20.00%
Total Instruction	14,174,685.00	14,186,769.86	5,881,561.81	1,617,011.92	12,495.24	8,292,712.81	58.45%
12 Library							
6100 Payroll Costs	146,074.00	146,074.00	78,737.37	20,453.51		67,336.63	46.10%
6200 Professional Services	3,538.00	3,538.00	1,939.14	0.00		1,598.86	45.19%
6300 Supplies and Materials	8,455.00	10,448.53	5,917.90	454.21		4,530.63	43.36%
6400 Other Operating	9,300.00	9,300.00	6,840.68	0.00	751.39	1,707.93	18.36%
6600 Capital Outlay	26,287.00	24,293.47	7,322.20	2,946.37	6,312.77	10,658.50	43.87%
Total Library	193,654.00	193,654.00	100,757.29	23,854.09	7,064.16	85,832.55	44.32%
13 Curriculum							
6100 Payroll Costs	197,207.00	197,207.00	113,034.23	25,143.13	0.00	84,172.77	42.68%
6200 Contracted Services	71,500.00	71,500.00	39,459.56	0.00	0.00	32,040.44	44.81%
6300 Supplies and Materials	38,400.00	38,400.00	20,385.51	1,183.38	1,053.57	16,960.92	44.17%
6400 Other Operating	15,440.00	15,440.00	4,823.35	687.25	806.00	9,810.65	63.54%
Total Library	322,547.00	322,547.00	177,702.65	27,013.76	1,859.57	142,984.78	44.33%
21 Instructional Leadership							
6100 Payroll Costs	56,999.00	56,999.00	24,226.71	5,137.10		32,772.29	57.50%
Total Inst Leadership	56,999.00	56,999.00	24,226.71	5,137.10	0.00	32,772.29	57.50%
23 School Leadership							
6100 Payroll Costs	1,711,332.00	1,711,332.00	743,981.30	177,647.52		967,350.70	56.53%
6200 Professional Services	1,813.00	1,813.00	0.00			1,813.00	100.00%
6300 Supplies and Materials	7,625.00	7,625.00	1,445.17	123.14	70.00	6,109.83	80.13%
6400 Other Operating	14,199.00	14,199.00	2,719.44	478.14		11,479.56	80.85%
6600 Capital Outlay	3,900.00	3,900.00	316.57		332.56	3,250.87	83.36%
Total School Leadershi	1,738,869.00	1,738,869.00	748,462.48	178,248.80	402.56	990,003.96	56.93%

Budgeted/Expended Comparison Summary

NOVEMBER, 2017

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	Original Budget	Amended Budget	Total Expended YTD	Current Month Expenditure	Encumbered	Balance	Available to Use
Funds 181-191-199 General Operating							
31 Guidance & Counseling							
6100 Payroll Costs	621,008.00	621,008.00	257,710.53	59,941.62		363,297.47	58.50%
6200 Professional Services	6,700.00	6,700.00	5,250.00	0.00		1,450.00	21.64%
6300 Supplies and Materials	13,828.00	13,526.00	1,057.05	32.54		12,468.95	92.19%
6400 Other Operating	4,473.00	4,473.00	2,003.00	603.00		2,470.00	55.22%
6600 Capital Outlay	750.00	750.00	25.10	0.00		724.90	96.65%
Total Counseling	646,759.00	646,457.00	266,045.68	60,577.16	0.00	380,411.32	58.85%
33 Health Services							
6100 Payroll Costs	232,251.00	232,251.00	107,060.12	29,293.12		125,190.88	53.90%
6200 Professional Services	950.00	950.00				950.00	100.00%
6300 Supplies and Materials	11,000.00	11,000.00	8,194.82	511.03		2,805.18	25.50%
6400 Other Operating	2,800.00	2,800.00	947.50			1,852.50	66.16%
6600 Capital Outlay	1,700.00	1,700.00	190.29	91.29		1,509.71	88.81%
Total Health Services	248,701.00	248,701.00	116,392.73	29,895.44	0.00	132,308.27	53.20%
34 Pupil Transportation							
6100 Payroll Costs	1,026,733.00	1,026,733.00	431,129.04	132,080.56		595,603.96	58.01%
6200 Professional Services	28,700.00	28,700.00	8,415.90	152.00		20,284.10	70.68%
6300 Supplies and Materials	194,875.00	194,875.00	51,341.58	12,594.79	4,918.96	138,614.46	71.13%
6400 Other Operating	24,600.00	24,600.00	120.00			24,480.00	99.51%
6600 Capital Outlay	132,000.00	132,000.00	132,556.45	91,250.00		-556.45	-0.42%
Total Pupil Transport	1,406,908.00	1,406,908.00	623,562.97	236,077.35	4,918.96	778,426.07	55.33%
36 Extra Curricular							
6100 Payroll Costs	719,207.00	719,207.00	277,227.31	68,558.63		441,979.69	61.45%
6200 Professional Services	127,060.00	127,060.00	78,696.47	7,340.61	94.86	48,268.67	37.99%
6300 Supplies and Materials	123,950.00	123,950.00	51,835.76	5,340.73	13,984.83	58,129.41	46.90%
6400 Other Operating	164,060.00	164,060.00	83,857.17	3,789.03	7,645.04	72,557.79	44.23%
6600 Capital Outlay	5,000.00	5,000.00	1,968.79			3,031.21	60.62%
Total Extra Curricular	1,139,277.00	1,139,277.00	493,585.50	85,029.00	21,724.73	623,966.77	54.77%

Budgeted/Expended Comparison Summary

NOVEMBER, 2017

Page 3 of 6
%

	Original Budget	Amended Budget	Total Expended YTD	Current Month Expenditure	Encumbered	Balance	Available to Use
Funds 181-191-199 General Operating							
41 General Administration							
6100 Payroll Costs	918,046.00	918,046.00	398,539.45	107,299.45		519,506.55	56.59%
6200 Professional Services	104,000.00	104,000.00	55,950.05	16,771.82		48,049.95	46.20%
6300 Supplies and Materials	16,200.00	16,200.00	7,235.89	1,326.05	1.00	8,963.11	55.33%
6400 Other Operating	96,800.00	96,800.00	4,891.80	8,109.88	544.77	91,363.43	94.38%
6600 Capital Outlay	1,700.00	1,700.00	4,354.82		3,163.04	-5,817.86	-342.23%
Total General Admin	1,136,746.00	1,136,746.00	470,972.01	133,507.20	3,708.81	662,065.18	58.24%
51 Plant Maintenance							
6100 Payroll Costs	1,407,918.00	1,407,918.00	667,690.28	169,842.47		740,227.72	52.58%
6200 Professional Services	1,179,200.00	1,179,200.00	474,200.84	64,649.13		704,999.16	59.79%
6300 Supplies and Materials	300,000.00	300,000.00	145,185.31	28,848.88	94.94	154,719.75	51.57%
6400 Other Operating	94,000.00	94,000.00	70.00	70.00		93,930.00	99.93%
6600 Maintenance Vehicle	51,400.00	47,568.00	21,895.00			25,673.00	53.97%
Total Plant Maintenan	3,032,518.00	3,028,686.00	1,309,041.43	263,410.48	94.94	1,719,549.63	56.78%
52 Security and Monitoring							
6100 Payroll Costs	110,002.00	110,002.00	45,681.80	10,275.31		64,320.20	58.47%
6200 Professional Services	41,600.00	41,600.00	20,667.54	2,200.00	600.00	20,332.46	48.88%
6300 Supplies and Materials	8,500.00	8,500.00	1,513.62	245.25		6,986.38	82.19%
6400 Other Operating	9,250.00	9,250.00	883.70			8,366.30	90.45%
6600 Capital Outlay	70,350.00	70,350.00	35,826.74	1,122.99		34,523.26	49.07%
Total Security	239,702.00	239,702.00	104,573.40	13,843.55	600.00	134,528.60	56.12%
53 Data Processing							
6100 Payroll Costs	329,155.00	329,155.00	135,637.00	29,770.24		193,518.00	58.79%
6200 Professional Services	100,447.00	100,447.00	39,757.91	5,456.71	32,254.50	28,434.59	28.31%
6300 Supplies and Materials	126,820.00	126,820.00	115,502.81	25,479.25	5,276.71	6,040.48	4.76%
6400 Other Operating	11,500.00	11,500.00	3,364.99	749.57	1,456.27	6,678.74	58.08%
6600 Capital Outlay						0.00	#DIV/0!
Total Data Processing	567,922.00	567,922.00	294,262.71	61,455.77	38,987.48	234,671.81	41.32%
71 Debt Service							
6500 Debt Service	203,864.00	203,864.00	101,931.06	50,965.53		101,932.94	50.00%
Total Debt Service	203,864.00	203,864.00	101,931.06	50,965.53	0.00	101,932.94	50.00%

Budgeted/Expended Comparison Summary

NOVEMBER, 2017

Page 4 of 6
%

	Original Budget	Amended Budget	Total Expended YTD	Current Month Expenditure	Encumbered	Balance	Available to Use
Funds 181-191-199 General Operating							
81 Facilities and Acquisition							
6600 Capital Outlay						0.00	#DIV/0!
Total Facilities	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
93 Payment to Fiscal Agent							
6400 Other Operating	495,694.00	495,694.00	117,518.50	6,970.00		378,175.50	76.29%
Total Fiscal Agent	495,694.00	495,694.00	117,518.50	6,970.00	0.00	378,175.50	76.29%
95 Payment to JJAEP							
6400 Other Operating	16,000.00	16,000.00				16,000.00	100.00%
Total Fiscal Agent	16,000.00	16,000.00	0.00		0.00	16,000.00	100.00%
99 Other Govt Charges							
6200 Contracted Services	90,000.00	90,000.00	26,750.79			63,249.21	70.28%
Total Oter Govt Chgs	90,000.00	90,000.00	26,750.79	0.00	0.00	63,249.21	70.28%

Budgeted/Expended Comparison Summary

NOVEMBER, 2017

	Original Budget	Amended Budget	Total Expended YTD	Current Month Expenditure	Encumbered	Balance	Available to Use
Fund 240 Food Service							
35 Food Service							
6100 Payroll Costs	517,172.00	517,172.00	252,720.39	76,642.20		264,451.61	51.13%
6200 Professional Services	71,296.00	71,296.00	32,437.36	8,905.87		38,858.64	54.50%
6300 Supplies and Materials	530,396.00	530,396.00	111,369.14	37,858.58		419,026.86	79.00%
6400 Other Operating	14,000.00	14,000.00	4,761.40			9,238.60	65.99%
6600 Capital Outlay	10,000.00	10,000.00				10,000.00	100.00%
Total Food Service	1,142,864.00	1,142,864.00	401,288.29	123,406.65	0.00	741,575.71	64.89%

Budgeted/Expended Comparison Summary

NOVEMBER, 2017

	Original Budget	Amended Budget	Total Expended YTD	Current Month Expenditure	Encumbered	Balance	Available to Use
Fund 599 Debt Service							
71 Debt Service							
6500 Debt Service							
Payments to Bond Ag.	4,994,520.00	4,994,520.00	3,437,731.26	500.00		1,556,788.74	31.17%
Total Debt Service	4,994,520.00	4,994,520.00	3,437,731.26	500.00	0.00	1,556,788.74	31.17%

Celina Independent School District
Investment Statement
2017-2018

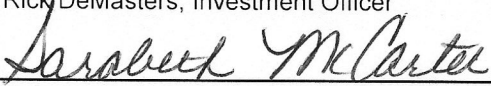
	September, 2017 Actual	October, 2017 Actual	November, 2017 Actual
Construction Account			
Logic Acct Closed June, 2016			
Construction Acct			
Beginning Cash Balance at Ind Bank	\$ 81,614.01	76,175.67	76,217.72
Deposits - Transfers In	\$ 0.00	0.00	0.00
Interest Earned	\$ 43.79	42.05	40.55
Transfers out	\$ -5,482.13	0.00	-10,000.00
Ending Cash Balance at Ind Bank	\$ 76,175.67	76,217.72	66,258.27
Construction 2016 Account			
Beginning Cash Balance at Ind Bank	\$ 1,050,587.74	1,042,818.35	30,537.78
Deposits - Transfers In Bonds Sold	\$ 0.00	0.00	0.00
Interest Earned	\$ 774.61	422.58	22.59
Expenditures	\$ -8,544.00	-1,012,703.15	
Ending Cash Balance at Ind Bank	1,042,818.35	30,537.78	30,560.37
October, 2016 Bond Sales Const Account			
Beginning Cash Balance at Ind Bank	\$ 9,393,691.16	8,280,120.83	6,705,931.75
Deposits - Transfers In Bonds Sold	\$		
Interest Earned	\$ 4,599.60	4,264.88	3,235.11
Expenditures	\$ -1,118,169.93	-1,578,453.96	-1,304,975.64
Ending Cash Balance at Ind Bank	8,280,120.83	6,705,931.75	5,404,191.22
General Operating			
Beginning Cash Balance at Texpool	\$ 656,305.63	156,671.41	156,808.68
Deposits - Transfers In	\$ 0.00	0.00	0.00
Interest Earned	\$ 365.78	137.27	135.42
Transfers out	\$ -500,000.00	0.00	0.00
Ending Cash Balance at Texpool	\$ 156,671.41	156,808.68	156,944.10
Beginning MMA - Independent Bank-Operating	\$ 2,036,071.50	2,037,159.26	2,038,283.88
Deposits - Transfers In	\$ 0.00	0.00	0.00
Interest Earned	\$ 1,087.76	1,124.62	1,073.27
Transfers out	\$ 0.00	0.00	-38,283.88
Ending MMA - Independent Bank	\$ 2,037,159.26	2,038,283.88	2,001,073.27
Beginning Cash Balance at Ind Bank	\$ 1,692,216.52	2,210,440.27	1,637,916.72
Deposits	\$ 2,603,697.66	1,845,728.80	1,624,635.63
Interest Earned	\$ 901.59	984.94	38,985.03
Expenditures	\$ -2,086,375.50	-2,419,237.29	-2,508,295.79
Ending Cash Balance at Ind Bank	\$ 2,210,440.27	1,637,916.72	793,241.59

Interest and Sinking

Beginning Cash Balance at Texpool	\$	1,310,654.86	1,311,748.42	1,312,897.90
Deposits - Transfers In	\$	0.00	0.00	0.00
Interest Earned	\$	1,093.56	1,149.48	1,133.68
Transfers out	\$	0.00	0.00	0.00
Ending Cash Balance at Texpool	\$	1,311,748.42	1,312,897.90	1,314,031.58
Beginning Cash Balance at Ind Bank	\$	92,339.80	95,737.52	165,898.51
Deposits	\$	4,097.99	70,850.84	314,290.79
Interest Earned	\$	49.73	60.15	2,098.65
Expenditures/Transfers Out	\$	-750.00	-750.00	-500.00
Ending Cash Balance at Ind Bank	\$	95,737.52	165,898.51	481,787.95
Beginning MMA - Independent Bank-I & S	\$	101,803.59	101,857.98	101,914.21
Deposits - Transfers In	\$	0.00	0.00	0.00
Interest Earned	\$	54.39	56.23	53.66
Transfers out	\$	0.00	0.00	-1,914.21
Ending MMA - Independent Bank	\$	101,857.98	101,914.21	100,053.66

10 Section 2256.023. The below signed hereby certify that, to the best of their knowledge on the date this report was created, Celina ISD is in compliance with the provisions of Government Code 2256 and with the policies and strategies of Celina ISD.


 Rick DeMasters, Investment Officer


 Sarabeth McCarter, Investment Designee

RATE INFORMATION

DEPOSITORY CONTRACT WITH INDEPENDENT BANK LOCKED IN .45% FIXED RATE FOR TWO YEARS
 MONEY MARKET INVESTMENT ACCTS AT INDEPENDENT BANK .45% FOR 12 MONTHS
 CONSTRUCTION 2016 ACCT AT INDEPENDENT BANK .90% FOR DURATION OF ACCOUNT
 OCTOBER 2016 BOND SALES LOCKED IN AT .60% FOR DURATION OF ACCOUNT

NOVEMBER, 2017

TEXPOOL INVESTMENT POOL - NOVEMBER, 2017

Monthly Averages

INTEREST RATE:	1.0507%
ALLOCATION FACTOR:	0.000028783
AVERAGE MONTHLY POOL BALANCE:	15,339,841,222.81
WEIGHTED AVERAGE MATURITY:	33
BOOK VALUE	14,991,999,060.79
MARKET VALUE	14,990,655,038.05
MARKET VALUE PER SHARE:	0.999970
NUMBER OF PARTICIPANTS	2443

TEXPOOL PORTFOLIO ASSET SUMMARY AS OF NOVEMBER 2017

	BOOK VALUE	MARKET VALUE
Uninvested Balance	633,620.75	633,620.75
Accrual of Interet Income	6,704,935.94	6,704,935.94
Interest and Management Fees Payable	-13,237,541.97	-13,237,541.97
Payable for Investment Purchased	-49,998,730.00	-49,998,730.00
Accrued Expenses & Taxes	-18,655.45	-18,655.45
Repurchase Agreements	4,447,597,000.00	4,447,597,000.00
Mutual Fund Investments	415,022,103.88	415,022,103.88
Government Securities	9,984,807,577.12	9,983,831,210.90
US Treasury Inflation Protected Securities	0.00	0.00
US Treasury Bills	0.00	0.00
US Treasury Notes	200,488,750.52	200,121,094.00
Total	14,991,999,060.79	14,990,655,038.05

CELINA INDEPENDENT SCHOOL DISTRICT
 FOOD SERVICE FUND 240
 MONTHLY FINANCIAL REPORT
 AS OF
 NOVEMBER 30, 2017

	BUDGET	RECEIVED TO DATE	REMAINING	PERCENT REMAINING
REVENUES:				
5751 REVENUE FROM MEALS SERVED	\$ 704,188.00	\$ 199,906.42	\$ 504,281.58	71.61%
5800 STATE REVENUE	\$ 25,753.00	\$ 11,054.45	\$ 14,698.55	57.08%
5900 NATL CHILD NUTRITION	\$ 412,923.00	\$ 98,720.82	\$ 314,202.18	76.09%
TOTAL REVENUES	\$ 1,142,864.00	\$ 309,681.69	\$ 833,182.31	72.90%

	BUDGET	EXPENDED TO DATE	REMAINING	PERCENT REMAINING
EXPENDITURES:				
35 FOOD SERVICES	\$ 1,142,864.00	\$ 401,288.29	\$ 741,575.71	64.89%

RATING YEAR (2016-2017) (Select An Option)

Help

Home



Financial Integrity Rating System of Texas

2016-2017 RATINGS BASED ON SCHOOL YEAR 2015-2016 DATA - DISTRICT STATUS DETAIL

Name: CELINA ISD(043903)	Publication Level 1: 8/8/2017 2:29:29 PM
Status: Passed	Publication Level 2: 8/8/2017 2:29:29 PM
Rating: A = Superior	Last Updated: 8/8/2017 2:29:29 PM
District Score: 100	Passing Score: 60

#	Indicator Description	Updated	Score
1	<u>Was the complete annual financial report (AFR) and data submitted to the TEA within 30 days of the November 27 or January 28 deadline depending on the school district's fiscal year end date of June 30 or August 31, respectively?</u>	3/28/2017 11:16:38 AM	Yes
2	Review the AFR for an unmodified opinion and material weaknesses. The school district must pass 2.A to pass this indicator. The school district fails indicator number 2 if it responds "No" to indicator 2.A. or to both indicators 2.A and 2.B.		
2.A	<u>Was there an unmodified opinion in the AFR on the financial statements as a whole? (The American Institute of Certified Public Accountants (AICPA) defines unmodified opinion. The external independent auditor determines if there was an unmodified opinion.)</u>	3/28/2017 11:16:39 AM	Yes
2.B	<u>Did the external independent auditor report that the AFR was free of any instance(s) of material weaknesses in internal controls over financial reporting and compliance for local, state, or federal funds? (The AICPA defines material weakness.)</u>	3/28/2017 11:16:39 AM	Yes
3	<u>Was the school district in compliance with the payment terms of all debt agreements at fiscal year end? (If the school district was in default in a prior fiscal year, an exemption applies in following years if the school district is current on its forbearance or payment plan with the lender and the payments are made on schedule for the fiscal year being rated. Also exempted are technical defaults that are not related to monetary defaults. A technical default is a failure to uphold the terms of a debt covenant, contract, or master promissory note even though payments to the lender, trust, or sinking fund are current. A debt agreement is a legal agreement between a debtor (= person, company, etc. that owes money) and their creditors, which includes a plan for paying back the debt.)</u>	3/28/2017 11:16:39 AM	Yes
4	<u>Did the school district make timely payments to the Teachers Retirement System (TRS), Texas Workforce Commission (TWC), Internal Revenue Service (IRS), and other government agencies?</u>	3/28/2017 11:16:39 AM	Yes

5	<u>Was the total unrestricted net position balance (Net of the accretion of interest for capital appreciation bonds) in the governmental activities column in the Statement of Net Position greater than zero? (If the school district's change of students in membership over 5 years was 10 percent or more, then the school district passes this indicator.)</u>	3/28/2017 11:16:39 AM	Yes
			1 Multiplier Sum
6	<u>Was the number of days of cash on hand and current investments in the general fund for the school district sufficient to cover operating expenditures (excluding facilities acquisition and construction)? (See ranges below.)</u>	3/28/2017 11:16:40 AM	10
7	<u>Was the measure of current assets to current liabilities ratio for the school district sufficient to cover short-term debt? (See ranges below.)</u>	3/28/2017 11:16:40 AM	10
8	<u>Was the ratio of long-term liabilities to total assets for the school district sufficient to support long-term solvency? (If the school district's change of students in membership over 5 years was 10 percent or more, then the school district passes this indicator.) (See ranges below.)</u>	3/28/2017 11:16:40 AM	10
9	<u>Did the school district's general fund revenues equal or exceed expenditures (excluding facilities acquisition and construction)? If not, was the school district's number of days of cash on hand greater than or equal to 60 days?</u>	3/28/2017 11:16:41 AM	10
10	<u>Was the debt service coverage ratio sufficient to meet the required debt service? (See ranges below.)</u>	5/18/2017 12:19:23 PM	10
11	<u>Was the school district's administrative cost ratio equal to or less than the threshold ratio? (See ranges below.)</u>	3/28/2017 11:16:42 AM	10
12	<u>Did the school district not have a 15 percent decline in the students to staff ratio over 3 years (total enrollment to total staff)? (If the student enrollment did not decrease, the school district will automatically pass this indicator.)</u>	6/21/2017 8:14:29 PM	10
13	<u>Did the comparison of Public Education Information Management System (PEIMS) data to like information in the school district's AFR result in a total variance of less than 3 percent of all expenditures by function?</u>	3/28/2017 11:16:42 AM	10
14	<u>Did the external independent auditor indicate the AFR was free of any instance(s) of material noncompliance for grants, contracts, and laws related to local, state, or federal funds? (The AICPA defines material noncompliance.)</u>	3/28/2017 11:16:42 AM	10
15	<u>Did the school district not receive an adjusted repayment schedule for more than one fiscal year for an over allocation of Foundation School Program (FSP) funds as a result of a financial hardship?</u>	3/28/2017 11:16:43 AM	10
			100 Weighted Sum
			1

(LOCAL) Policy Action List

CELINA ISD(043903) - Update / LDU 109

TASB attorneys recommend that posting board action on policies be specific enough to advise staff and members of the public of the changes. For that purpose, TASB recommends the following wording for meeting notices:

- for TASB-initiated localized updates:
“Policy Update ____, affecting local policies (see attached list)”
- for district-initiated Local District Updates:
“Local District Update ____, affecting local policies (see attached list)”

In both cases, TASB Policy and Legal Services recommend that the policy changes—each addition, deletion, or replacement—be listed in alphabetical order by policy code, title and subtitle. The following document is our compilation of that list, which may be copied and pasted into your meeting notice as well as into staff communications of board action and board meeting minutes.

(LOCAL) Policy Action List

CELINA ISD(043903) - Update / LDU 109

BBE(LOCAL): BOARD MEMBERS - AUTHORITY

CDA(LOCAL): OTHER REVENUES - INVESTMENTS

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

CNA(LOCAL): TRANSPORTATION MANAGEMENT - STUDENT TRANSPORTATION

CO(LOCAL): FOOD SERVICES MANAGEMENT

DF(LOCAL): TERMINATION OF EMPLOYMENT

DH(LOCAL): EMPLOYEE STANDARDS OF CONDUCT

EHBAF(LOCAL): SPECIAL EDUCATION - VIDEO/AUDIO MONITORING

EJ(LOCAL): ACADEMIC GUIDANCE PROGRAM

FEA(LOCAL): ATTENDANCE - COMPULSORY ATTENDANCE

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

FFF(LOCAL): STUDENT WELFARE - STUDENT SAFETY

FFI(LOCAL): STUDENT WELFARE - FREEDOM FROM BULLYING

GBAA(LOCAL): INFORMATION ACCESS - REQUESTS FOR INFORMATION

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

GKC(LOCAL): COMMUNITY RELATIONS - VISITORS

GKE(LOCAL): COMMUNITY RELATIONS - BUSINESS , CIVIC, AND YOUTH GROUPS

Vantage Points

A Board Member's Guide to Update 109

Please note: *Vantage Points* is an executive summary, prepared specifically for board members, of the TASB Localized Update. The topic-by-topic outline and the brief descriptions focus attention on key issues to assist local officials in understanding changes found in the policies. The description of policy changes in *Vantage Points* is highly summarized and should not substitute for careful attention to the more detailed, district-specific Explanatory Notes and the policies within the localized update packet.

We welcome your comments or suggestions for improving *Vantage Points*. Please write to us at TASB Policy Service, P.O. Box 400, Austin, TX 78767-0400, e-mail us at policy.service@tasb.org, or call us at 800-580-7529 or 512-467-0222.

For more information about Policy Service, visit our [website](#).

This information is provided for educational purposes only to facilitate a general understanding of the law or other regulatory matter. This information is neither an exhaustive treatment on the subject nor is this intended to substitute for the advice of an attorney or other professional adviser. Consult with your attorney or professional adviser to apply these principles to specific fact situations.

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Update 109 encompasses changes in law from the 85th Legislative Session that have an immediate effect on the governance and management of the district. Due to the large number of legal policies affected by legislation, this Vantage Points focuses on significant governance issues and legal provisions that are pertinent to local policy decision points. Several new board policies are required. See the district-specific Explanatory Notes for a more detailed description of the changes to each policy.

Throughout this document, House Bill is abbreviated as HB and Senate Bill as SB. For more information about the bills described below and other changes from the 85th Legislative Session, download the [2017 Legislative Summary for TASB Members](#) (PDF), available free from the online [TASB Store](#).

Governance	SB 1566 includes numerous governance-related revisions to the B Section of the policy manual.
Board Powers and Duties	At BAA(LLEGAL), the board’s powers and duties were revised to include board oversight of student academic achievement, allow the board to require certain staff to appear at a board hearing without superintendent interference, and permit the board to establish before- and after-school programs. See also BJA(LLEGAL).
Board Training	SB 1566 requires a board member to attend a three-hour training session on student academic performance and includes new reporting requirements for board member training deficiencies. See BBD(LLEGAL).
Board Self-Evaluation	SB 1566 requires the commissioner of education to develop a board self-evaluation tool. As reflected at BG(LLEGAL), a board may choose whether to use the commissioner-developed self-evaluation tool, unless the commissioner orders the board to use the tool. See also AIC(LLEGAL).
Board Authority	At BBE(LLEGAL), SB 1566 makes revisions in the area of board member authority.
Requests for Records	<ul style="list-style-type: none">■ A district must respond to a board member’s request for records within 20 business days, subject to some exceptions for unduly burdensome requests. If a district does not provide the records by the deadline, a board member may sue the district. Any awarded costs and fees must be paid from the budget of the superintendent’s office.
Visits to District Facilities	<ul style="list-style-type: none">■ In addition, a district must create a policy on board member visits to a district campus or facility.

BBE(LOCAL) POLICY CONSIDERATIONS

Recommended revisions to this policy address the new requirements described above and:

- Explain that the district shall respond to a board member's requests for records within the time frames required by law; and
- Require a board member to follow any posted requirements for visitors, and limit visits that interfere with the delivery of instruction or district operations.

Board Meetings

Multiple bills affected provisions on board meetings at BE(LEGAL) and BEC(LEGAL).

- SB 1440 revises the definition of a meeting to exclude the gathering of a quorum of board members at a candidate forum, appearance, or debate to inform the electorate—if formal action is not taken and any discussion of public business is incidental to the event.
- HB 3047 clarifies provisions on meetings by videoconference call, addressing loss of connection by a participating board member and the quality of audio and video signals for videoconference call meetings.
- HB 523 requires recording of a work session or special called meeting in a district with a student enrollment of 10,000 or more if the board votes on any matter or allows public comment or testimony.
- SB 564 provides a new closed-meeting exception to deliberate security assessments or deployments relating to information resources technology; network security information; or the deployment or specific occasions for implementation of security personnel, critical infrastructure, or security devices.

Investments

CDA(LEGAL), the policy on investments, was affected by several bills. In addition to various changes regarding authorized investments and new definitions (from HBs 1003, 1701, 2647, and 2928), the policy incorporates changes from HB 1701 addressing documents supplied by business organizations who engage in investment transactions with a district and explains that the district has ultimate responsibility to ensure that investments are in compliance with the district's investment policy.

CDA(LOCAL) POLICY CONSIDERATIONS

A recommended revision to CDA(LOCAL) is to align with changes from HB 1701, which requires a business organization, as defined by law, that engages in investment transactions with a district to provide the district the documents required by law.

Food Service

Two bills affected policy CO(LEGAL), regarding food services management.

- SB 1566 now requires the board, rather than the administration, to establish the length of the grace period during which a student whose meal card or account balance is exhausted can continue to purchase meals.
- In accordance with SB 725, a district may donate food to a nonprofit organization through an official of the nonprofit organization directly affiliated with the campus, and the district may adopt a policy for the district to provide food at no cost to students who are unable to purchase meals or a snack.

CO(LOCAL) POLICY CONSIDERATIONS

Because SB 1566 now requires the board to establish the length of the grace period during which a student whose meal card or account balance is exhausted can continue to purchase meals, the policy text includes a specific grace-period recommendation for board adoption. **Please confirm that the grace period stated in the policy matches your district's practice.**

New policy provisions are recommended to address U.S. Department of Agriculture (USDA) policy requirements for students who have insufficient funds to purchase a meal. Although the USDA does not require board approval of the meal-charge policy, the recommended policy text will ensure development of district-level procedures, as required by law. These procedures will come into play after a student has exhausted the state law-required grace period for unpaid meal cards or accounts, if applicable.

Other recommended text authorizes the superintendent to develop regulations for campuses to donate food as permitted by SB 725.

Personnel

Termination of Employment

At DF(LEGAL), SB 7 revised the criminal offenses for which the district, upon notification that the State Board for Educator Certification (SBEC) has revoked an employee's certificate, must take immediate action to terminate employment. A board may delegate to a designee the authority to take certain termination actions without board action when a contract employee has engaged in this serious criminal conduct.

DF(LOCAL) POLICY CONSIDERATIONS

As permitted by SB 7, policy provisions included for consideration designate the superintendent as the board's designee to take certain termination actions without board action when a contract employee has engaged in serious criminal conduct. This delegation would allow a faster response in these situations. **Please confirm that the board wishes to identify a designee through board policy and, if so, the position listed.**

Employee Standards of Conduct

Several bills affected policy provisions at DH(LEGAL) on employee standards of conduct, including:

- SB 7, which requires a policy on electronic communications with students. The policy must be designed to prevent improper electronic communications, allow an employee to elect not to disclose to students a personal telephone number or e-mail address, and include information about how an employee should notify administrators when a student engages in improper communications with the employee.
- SB 1566, which provides that a district may not prohibit an employee with a handgun license from transporting or storing a handgun, firearm, or ammunition that is not in plain view in a locked vehicle in a district parking area.

DH(LOCAL) POLICY CONSIDERATIONS

As a result of SB 1566 above, recommended revisions to this local policy clarify that a district may not prohibit an employee with a handgun license from storing an unloaded gun that is not in plain view in a locked vehicle.

Based on SB 7, changes addressing electronic communications clarify when an employee may use personal electronic platforms, applications, or accounts with students; emphasize that electronic communications must comply with the Educators' Code of Ethics, applicable to all district employees; and specify there is no expectation of privacy in communications

with students. Additional provisions require an employee to report improper electronic communications by a student and allow employees to choose whether to disclose to students personal e-mail addresses or phone numbers.

Also prompted by SB 7 is an acknowledgment that the district will notify a student's parent if an educator has engaged in certain misconduct with the student. See Parental Notice of Educator Misconduct, below.

A change in terminology from "illegal knife" to "location-restricted knife" is based on HB 1935.

Further, the required Notice of Drug-free Workplace provisions, previously in a separate exhibit, are now included in the policy.

Safety

Polling Places

HB 332 addresses polling place security and requires a district to include in its multi-hazard emergency operations plan (EOP) a policy for district property used as a polling place. The board may consult with local law enforcement but is not required to obtain or contract for the presence of law enforcement to secure a polling place. See CKC(LEGAL).

CKC(LOCAL) POLICY CONSIDERATIONS

New text recommended at this policy addresses the HB 332 requirement to include in the district's EOP a "policy" addressing security of district property used as a polling place. The policy text refers to these "procedures" being included in the EOP, as EOPs are not typically board adopted.

Cameras in Special Education Classrooms

Numerous changes to the law on video cameras in special education classrooms, addressed at EHBAF(LEGAL), are from SB 1398. Significant changes:

- Clarify that requests by a parent or staff member only require cameras in the classroom in which the parent's child is in regular attendance or to which the staff member is assigned;
- Remove an individual trustee's right to make a request;
- Require each district to appoint an administrative coordinator;
- Add procedures for handling requests and for discontinuing operation of a camera during the school year, and clarify confidentiality provisions;

- Shorten the retention period for recordings to three months; and
- Revise requirements for board policy that include deadlines for responding to a request and for beginning operation of a camera after a request, address requests and operation of cameras for the following school year, and include appeal information on the new expedited TEA review process.

EHBAF(LOCAL) POLICY CONSIDERATIONS

In accordance with the changes from SB 1398 above, recommended revisions to this local policy include:

- Identification of the superintendent as the administrator coordinator;
- New provisions on parent requests for cameras for the following school year;
- For current-year requests, a reference to the new procedures in law;
- The new deadline to respond to a request within seven business days;
- Reference to the time frames in law for installation and operation of cameras and details regarding when cameras may be discontinued during the school year;
- Additional details on retention and confidentiality of recordings; and
- A new provision referring to an appeal to the commissioner.

Parental Notice of Educator Misconduct

SB 7 requires a board to adopt a policy providing for notification to the parent of a student with whom an educator allegedly engaged in abuse or otherwise committed an unlawful act or with whom the educator was involved in a romantic relationship or solicited or engaged in sexual contact. See FFF(LEGAL).

FFF(LOCAL) POLICY CONSIDERATIONS

This local policy is recommended for inclusion in the district’s policy manual to comply with the SB 7 policy requirements above. The local policy requires the district to notify the parent of a student with whom an educator is alleged to have engaged in certain misconduct:

- As soon as feasible, that the alleged misconduct may have occurred;
- Whether the educator was terminated or resigned; and
- Whether the district submitted a report to SBEC.

The recommended policy defines misconduct and includes cross-references to FFG for child abuse reporting requirements and to FFH for parental notification requirements if the misconduct meets the definition of prohibited conduct.

Student Issues

Transportation Allotment

At CNA(LEGAL), SB 195 expanded the reasons for which a district may apply for an additional transportation allotment for students residing within two miles of a campus. Factors now include areas presenting a high risk of violence, in addition to the existing factor of hazardous traffic conditions.

CNA(LOCAL) POLICY CONSIDERATIONS

Revisions to this local policy are to address SB 195 and to meet TEA requirements when a district applies for additional transportation funding for students residing within two miles of a campus. If the district applies for additional transportation funding based on either or both factors described above, the board must adopt an appropriate resolution describing the areas.

Attendance

A new excused absence for compulsory attendance, added by SB 1152 and incorporated at FEA(LEGAL), requires a district to excuse a student who is 17 years of age or older from attending school for no more than four days to pursue military enlistment. The district must adopt policy and procedures to verify the student's activities.

FEA(LOCAL) POLICY CONSIDERATIONS

Recommended revisions to this local policy on compulsory attendance are to satisfy SB 1152, requiring a district policy to excuse a student who is 17 years of age or older to pursue military enlistment.

Lice

Provisions from SB 1566, which requires notice to parents regarding lice, have been added at FFAA(LEGAL). A board must adopt a policy requiring an elementary school nurse who becomes aware that a student has lice to provide written or electronic notice to the parent of the child with lice within 48 hours and to the parent of each child assigned to the same classroom as the child with lice within five school days. The notice to parents of a child assigned to the same classroom may not identify the child with lice.

FFAA(LOCAL) POLICY CONSIDERATIONS

Pursuant to SB 1566, recommended revisions to this local policy require notification to parents of elementary students about lice within the deadlines established by law.

If the district had text about UIL participation, it has been streamlined to refer to the UIL guidelines on physical examinations.

Mental Health Supports

Two bills affected FFB(LEGAL), addressing crisis intervention.

- HB 4056 and SB 179 added various mental health subject areas to the list of recommended best-practice programs and research-based practices that a district may implement. New topics include skills for managing emotions, maintaining positive relationships, and responsible decision making; grief and trauma affecting student learning; positive behavioral interventions and supports; and school climate.
- SB 179 also clarifies that local practices and procedures on the listed subject areas do not need to be in board-adopted policy.

Bullying

SB 179, also known as “David’s Law,” prompted significant revisions to the laws on bullying reflected at FFI(LEGAL), including:

- Clarification and expansion of the definition of bullying, which includes cyberbullying, and provisions explaining the applicability of the definition;
- Revisions regarding what must be included in the required board-adopted policy, including procedures for a student to anonymously report bullying and notice of a bullying incident to parents of the alleged victim and the alleged bully within the specified deadlines; and
- Authorization for a district to develop a district-wide policy to assist in prevention and mediation of bullying incidents that interfere with a student’s educational opportunities or substantially disrupt orderly school operations.

FFI(LOCAL) POLICY CONSIDERATIONS

Changes in state law from SB 179 prompted several recommended revisions to this local policy on student bullying, including:

- In the examples, emphasis that bullying can occur through electronic means in accordance with the statutory definition;
- New provisions addressing anonymous reporting procedures for students;
- New provisions requiring parental notification of bullying allegations; and
- Acknowledgment that the district may notify law enforcement in certain circumstances.

In addition, the explanation of prohibited conduct has been aligned with the definition of that term in FFH(LOCAL) to include "sex."

Public Information Program

Changes at GBAA(LEGAL), regarding public information, are from HB 3107.

- The bill allows a board to establish reasonable yearly and monthly limits on the personnel time spent to produce public information for a requestor—after which the district may begin charging the requestor for the time. A yearly time limit may not be less than 36 hours; a monthly time limit may not be less than 15 hours.
- The bill also addresses when a Public Information Act request may be considered withdrawn and how to treat multiple requests in a day from an individual.

GBAA(LOCAL) POLICY CONSIDERATIONS

As reflected in the recommended revisions to this policy, in addition to the 36-hour yearly limit on personnel time, the policy establishes a monthly limit of not less than 15 hours on personnel time, after which the district shall begin charging for personnel time.

Community Relations

Conduct on School Premises

Several bills affected GKA(LEGAL), regarding conduct on school premises.

- New provisions from SB 1553 allow a school administrator, school resource officer, or district peace officer to eject an individual from, or refuse an individual entry to, property subject to the district's control if the individual refuses to leave peaceably upon request and the person poses a substantial risk of harm to a person or continues to behave in an inappropriate manner after a verbal warning.

- SB 1566 provides that a district may not prohibit a person with a handgun license from transporting or storing a handgun, firearm, or ammunition that is not in plain view in a locked vehicle in a district parking area.
- Other revisions address volunteer emergency personnel (HB 435) and a new criminal offense for threatening to exhibit or use a firearm on school property or a school bus when the person does not actually possess a firearm (HB 2880).

GKA(LOCAL) POLICY CONSIDERATIONS

Recommended text has been added to this policy to address SB 1553 provisions regarding refusing entry to or ejecting a person from property under the district's control, along with clarification that district personnel may request assistance from law enforcement in an emergency or when a person is engaging in criminal conduct.

Another recommended revision clarifies that an individual with a handgun license who stores an unloaded handgun not in plain view in a locked vehicle is not in violation of the district's policy prohibiting unlawful possession of a firearm on district property.

Visitors

Several bills affected GKC(LEGAL), regarding visitors.

- SB 1553 requires a sex offender to provide notice to the campus administrative office upon entering the premises during standard operating hours. The administration may chaperone the offender while on campus or may enter into a written agreement with the sex offender, exempting the offender from the notice requirements.
- HB 1111 addresses municipal ordinances prohibiting persons who have committed a sexual offense with a child victim to be within a specified distance of a child safety zone, with exceptions.
- As added by SB 1843, a district must provide students in grades 10–12 the opportunity to take the Armed Services Vocational Aptitude Battery (ASVAB) test and consult with a military recruiter.

GKC(LOCAL) POLICY CONSIDERATIONS

Recommended revisions to this policy regarding visitors are to reflect that board member visits to district facilities are now addressed at BBE(LOCAL). Revisions also better align text addressing registered sex offenders on campus with statutory provisions.

Patriotic Societies

As added at GKE(LEGAL), SB 1566 requires a board to adopt a policy that allows a principal to provide an opportunity for patriotic society representatives to speak to students during school hours about membership benefits. The policy shall give a principal complete discretion over the specific date and time, except that the policy shall allow the principal to limit the opportunity to a single school day and any presentation made to students to ten minutes in length.

GKE(LOCAL) POLICY CONSIDERATIONS

To comply with the provisions of SB 1566 above, this local policy is recommended for inclusion in the district's policy manual.

PROPOSED REVISIONS

NO INTERDISTRICT TRANSFERS	A nonresident student shall not be permitted to attend District schools except as provided below.
EXCEPTIONS	<p>A nonresident student granted a transfer prior to the 2014–15 school year shall be eligible to annually request a transfer until the student graduates, on a tuition-free basis.</p> <p>A student whose parent has a contract on a house or a builder's contract to build a house in the District shall be eligible to apply for transfer to District schools on a tuition basis. If the family has not established residency by the end of the school year, the transfer shall not be renewed for the following school year.</p> <p>A resident student who becomes a nonresident during the course of a semester shall be permitted to continue in attendance for the remainder of the semester, on a tuition-free basis.</p> <p>A nonresident District employee may request that his or her child be admitted into District schools by filing an application with the Superintendent or designee. Transfers shall be granted for one regular school year at a time, on a tuition-free basis.</p>
FACTORS	In approving transfers, the Superintendent or designee shall consider availability of space and instructional staff and the student's disciplinary history and attendance records.
TRANSFER AGREEMENTS	A transfer student shall be notified in the written transfer agreement that he or she must follow all rules and regulations of the District. Violation of the terms of the agreement may result in a transfer request not being approved the following year.
TUITION	If the District charges tuition, the amount shall be set by the Board, within statutory limits.
WAIVERS	The Board may waive tuition for a student based on financial hardship upon written application by the student, parent, or guardian. [See FP]
NONPAYMENT	The District may initiate withdrawal of students whose tuition payments are delinquent.
APPEALS	Any appeals shall be made in accordance with FNG(LOCAL) and GF(LOCAL), as appropriate.

PROPOSED REVISIONS

Definitions

Family

The term “immediate family” is defined as:

1. Spouse.
2. Son or daughter, including a biological, adopted, or foster child, a son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands *in loco parentis*.
3. Parent, stepparent, parent-in-law, or other individual who stands *in loco parentis* to the employee.
4. Sibling, stepsibling, and sibling-in-law.
5. Grandparent and grandchild.
6. Any person residing in the employee’s household at the time of illness or death.

For purposes of the Family and Medical Leave Act (FMLA), the definitions of spouse, parent, son or daughter, and next of kin are found in DECA(LEGAL).

Family Emergency

The term “family emergency” shall be limited to disasters and life-threatening situations involving the employee or a member of the employee’s immediate family.

Leave Day

A “leave day” for purposes of earning, use, or recording of leave shall mean the number of hours per day equivalent to the employee’s usual assignment, whether full-time or part-time.

Catastrophic Illness or Injury

A catastrophic illness or injury is a severe condition or combination of conditions affecting the mental or physical health of the employee or a member of the employee’s immediate family that requires the services of a licensed practitioner for a prolonged period of time and that forces the employee to exhaust all leave time earned by that employee and to lose compensation from the District. Such conditions typically require prolonged hospitalization or recovery or are expected to result in disability or death. Conditions relating to pregnancy or childbirth shall be considered catastrophic if they meet the requirements of this paragraph.

Availability

The District shall make state personal leave and local leave for the current year available for use at the beginning of the school year.

Earning Local Leave

An employee shall not earn any local leave when he or she is in unpaid status. An employee using full or proportionate paid leave shall be considered to be in paid status.

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Deductions

Leave Without Pay

The District shall not approve paid leave for more leave days than have been accumulated in prior years plus leave currently available. Any unapproved absences or absences beyond accumulated and available paid leave shall result in deductions from the employee's pay.

Leave Proration

*Employed for
Less Than Full
Year*

If an employee separates from employment with the District before his or her last duty day of the year, or begins employment after the first duty day, state personal leave and local leave shall be prorated based on the actual time employed.

If an employee separates from employment before the last duty day of the school year, the employee's final paycheck shall be reduced for:

1. State personal leave the employee used beyond his or her pro rata entitlement for the school year; and
2. Local leave the employee used but had not earned as of the date of separation.

*Employed for Full
Year*

If an employee uses more local leave than he or she earned and remains employed with the District through his or her last duty day, the District shall deduct the cost of the excess leave days from the employee's pay in accordance with administrative regulations.

Recording

Leave shall be recorded as follows:

1. Leave shall be recorded in half-day increments for all employees.
2. If the employee is taking intermittent FMLA leave, leave shall be recorded in one-hour increments.

Order of Use

Earned compensatory time shall be used before any available paid state and local leave. [See DEAB]

Unless an employee requests a different order, available paid state and local leave shall be used in the following order, as applicable:

1. Local leave.
2. State sick leave accumulated before the 1995–96 school year.
3. State personal leave.

Use of sick leave pool days shall be permitted only after all available state and local leave has been exhausted.

**Concurrent Use of
Leave**

When an absent employee is eligible for FMLA leave, the District shall designate the absence as FMLA leave.

The District shall require the employee to use temporary disability leave and paid leave, including compensatory time, concurrently with FMLA leave.

An employee receiving workers' compensation income benefits may be eligible for paid or unpaid leave. An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.

Medical Certification

An employee shall submit medical certification of the need for leave if:

1. The employee is absent more than five consecutive workdays because of personal illness or illness in the immediate family;
2. The District requires medical certification due to a questionable pattern of absences or when deemed necessary by the supervisor or Superintendent;
3. The employee requests FMLA leave for the employee's serious health condition or that of a spouse, parent, or child; or
4. The employee requests FMLA leave for military caregiver purposes.

In each case, medical certification shall be made by a health-care provider as defined by the FMLA. [See DECA(LEGAL)]

Note: For District contribution to employee insurance during leave, see CRD(LOCAL).

State Personal Leave

The Board requires employees to differentiate the manner in which state personal leave is used:

Non-Discretionary
Use

1. Non-discretionary use of leave shall be for the same reasons and in the same manner as state sick leave accumulated before May 30, 1995. [See DEC(LEGAL)]

Non-discretionary use includes leave related to the birth or placement of a child and taken within the first year after the child's birth, adoption, or foster placement.

Discretionary Use

2. Discretionary use of leave is at the individual employee's discretion, subject to limitations set out below.

Limitations

Request for
Leave

The employee shall submit a written request for discretionary use of state personal leave to the immediate supervisor or designee in advance in accordance with administrative regulations. In deciding whether to approve or deny state personal leave, the supervisor or designee shall not seek or consider

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the reasons for which an employee requests to use leave. The supervisor or designee shall, however, consider the effect of the employee's absence on the educational program or District operations, as well as the availability of substitutes.

Duration of
Leave

Discretionary use of state personal leave shall not exceed five consecutive workdays.

Local Leave

All employees shall earn five fully paid local leave days per school year in accordance with administrative regulations.

Local leave shall be noncumulative.

Local leave shall be used according to the terms and conditions of state personal leave. [See STATE PERSONAL LEAVE, above]

Sick Leave Pool

An employee who has exhausted all paid leave and who suffers from a catastrophic illness or injury or is absent due to the catastrophic illness or injury of a member of the employee's immediate family may request the establishment of a sick leave pool, to which District employees may donate only local leave for use by the eligible employee.

If the employee is unable to submit the request, a member of the employee's family or the employee's supervisor may submit the request to establish a sick leave pool.

The pool shall cease to exist when the employee no longer needs leave for the purpose requested, uses the maximum number of days allowed under a pool, or exhausts all leave days donated to the sick leave pool.

The Superintendent or designee shall develop regulations for the implementation of the sick leave pool that address the following:

1. Procedures to request the establishment of a sick leave pool;
2. The maximum number of days an employee may donate to a sick leave pool;
3. The maximum number of days per school year an eligible employee may receive from a sick leave pool; and
4. The return of unused days to donors.

Appeal

All decisions regarding the establishment or implementation of the District's sick leave pool may be appealed in accordance with DGBA(LOCAL), beginning with the Superintendent or designee.

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Family and Medical Leave	For purposes of an employee's entitlement to FMLA leave, the 12-month period shall be July 1 through June 30.
Twelve-Month Period	
Combined Leave for Spouses	If both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks. [See DECA(LEGAL)]
Intermittent or Reduced Schedule Leave	The District shall <u>not</u> permit use of intermittent or reduced schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee. [See DECA(LEGAL) for use of intermittent or reduced schedule leave due to a medical necessity.]
Certification of Leave	If an employee requests leave, the employee shall provide certification, as required by FMLA regulations, of the need for leave. [See DECA(LEGAL)]
Fitness-for-Duty Certification	If an employee takes FMLA leave due to the employee's own serious health condition, the employee shall provide, before resuming work, a fitness-for-duty certification. If the District will require certification of the employee's ability to perform essential job functions, the District shall provide a list of essential job functions to the employee with the FMLA designation notice.
End of Semester Leave	If a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester. [See DECA(LEGAL), LEAVE AT THE END OF A SEMESTER]
Failure to Return	If, at the expiration of FMLA leave, the employee is able to return to work but chooses not to do so, the District may require reimbursement of premiums paid by the District during the leave. [See DECA(LEGAL), RECOVERY OF BENEFIT COST]
Temporary Disability Leave	<p>Any full-time employee whose position requires educator certification by the State Board for Educator Certification or by the District shall be eligible for temporary disability leave. The maximum length of temporary disability leave shall be 180 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]</p> <p>An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent or designee as a request for temporary disability leave.</p>

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**Workers'
Compensation**

Note: Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance. [See CRD(LOCAL) regarding payment of insurance contribution during employee absences.]

An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.

An employee eligible for workers' compensation income benefits, and not on assault leave, may elect in writing to use paid leave.

Court Appearances

Absences due to compliance with a valid subpoena or for jury duty shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance.