Notice of Regular
The Board of Trustees
Granbury ISD
Monday, November 13, 2017
5:00 PM

A Regular of the Board of Trustees of Granbury ISD will be held Monday, November 13, 2017, beginning at 5:00 PM in the Granbury ISD Board Room, 217 N Jones St, Granbury, TX 76048.

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

1. Call to order - 5:00 PM - GISD Board Room
2. Convene in closed session under the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq.
    a. Chapter 551.074 - Personnel, Discussion of Employee Evaluation, Reassignment, Duties, Discipline, or Dismissal.
        1. Employee Evaluation, Reassignment, Duties, Discipline, or Dismissal
        2. Consider Staff Appointments
    b. Chapter 551.072 - Purchase, exchange, lease or value of real property
3. Reconvene in open session - 6:00 PM
4. Moment of Silence/Invocation
5. Pledges - U.S. Flag & Texas Flag
6. Achievement Spotlight
    a. Granbury Education Foundation (GEF)
7. Public comments/audience participation
8. Discussion/Action
    a. Consider Consent Agenda Items
        1. Minutes of the October 16, 2017, Regular Board Meeting 3
        2. Consider Budget Amendments 6
        3. Consider Renewal of Guidance and Evaluation, Testing Materials, Software, Supplies, Equipment and Online Materials and Services CSP 2016-02 9
        4. Consider Purchase of Computer Aided Manufacturing (CAM) Software and CNC Router from Shopbot Tools, Inc., RFP 2017-1023 19
    b. Consider Voting for the Hood County Appraisal District Board of Directors 22
    c. Consider Voting for the Parker County Appraisal District Board of Directors 23
    d. Consider Voting for the Johnson County Appraisal District Board of Directors 28
    e. First Review of TASB Policy Update 109 30
9. Reports
    a. Superintendent's Report
        1. Update on School Academy
    b. Board Continuing Education Hours Report for 2017 73
    c. Financial Statements for Period Ending October 31, 2017 81
    d. Cash Flow and Investment Reports for Period Ending October 31, 2017 84
    e. Bond Expenditures Monthly Update for Period Ending October 31, 2017 86
    f. Report of Categorical Purchases between $50,000 and $100,000 as Required per Board Policy CH (LOCAL) 88
10. Consider action on items discussed in closed session
    a. Consider Staff Appointments
11. Adjourn

If, during the course of the meeting, discussion of any item 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. Before any closed meeting is convened, the presiding 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.

On Friday, November 10, 2017, at 3:00 p.m. this notice was faxed or mailed to the news media who have previously requested such notice, posted on the GISD web page at www.granburyisd.org, and an original was posted on an outside door at 3:00 p.m. at the School District Administration Building at 217 N. Jones St., Granbury, Texas.

_____

Superintendent or Designee (For the Board of Trustees)

Minutes of Regular Meeting
The Board of Trustees
Granbury ISD
October 16, 2017
5:00 PM

A Regular meeting of the Board of Trustees of Granbury ISD was held Monday, October, 16, 2017, beginning at 5:00 PM in the Granbury ISD Board Room, 217 North Jones, Granbury, TX 76048.

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

Presiding Officer..... Nancy Alana, President

Board Members Present
Barbara Herrington
Barbara Townsend
Rhonda Rezsofi

Board Members Absent
Micky Shearon
Mark Jackson
Chris Tackett

School Officials Present
Dr. James M. Largent Ed.D., Superintendent
Ron Holmgreen, Assistant Superintendent for Administrative Services
Dobie Williams, Assistant Superintendent for Finance & Operations
Wes Jones, Director of Human Resources
Amy Wood, Technology Director
Jeff Meador, Director of Public Information
Faith Barnes, Recording Secretary

Others Present
School Employees
Media
Community Members

Meeting Called to Order
Nancy Alana, President, called the meeting to order at 5:15 p.m. and noted that a quorum of board members were present. The meeting was duly called and that notice of the meeting was posted in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Reconvened
The Board of Trustees reconvened in open session at 6:00 p.m.

Moment of Silence/Invocation

Nancy Alana led the invocation.

Pledge - U.S. Flag and Texas Flag

Emma Roberson Students Kara Riley and Tyler Holt led the pledge led the Pledges.

Achievement Spotlight

Granbury High School National Merit Commended Students

Granbury High School Principal Jeremy Ross presented the Granbury High School National Merit Commended Students to the board.

Granbury High School F1 in Schools World Finals Competitors

FI Sponsor Todd Gibson presented Granbury High School's F1 in Schools World Finals Competitors to the board.

Present Acton Middle Schools Invitation to Participate in the Distinguished Concerts International New York

Acton Middle School Teacher Mrs. Bridges reported that Acton Middle School's Choir had received an invitation to participate in the Distinguished Concerts International of New York to the board.

Public comments/audience participation

None

Discussion/Action

Consider Consent Agenda Items

A motion was made by Barbara Herrington and seconded by Barbara Townsend to approve the Consent Agenda as presented: 1. Minutes of the October 16, 2017 Regular Board Meeting; 2. Consider Budget Amendments; 3.Consider Renewal of Pest Management Services 2016-08; 4. Consider Renewal of General Merchandise and Consumables 2014-19; 5. Consider Approval of Waste Management Services 2017-1019; and 6. Consider Purchase of five 77 Passenger Buses.

Motion Carried: 4 Yes – 0 No

Consider Consent Agenda Items

Consider District Improvement Plan

A motion was made by Barbara Herrington and seconded by Rhonda Rezsofi to approve the District Improvement Plan as presented.

Motion Carried: 4Yes – 0 No

Consider Resolution Stating Review of Investment Policy, Designation of Investment Officers, Approval of Independent Sources of Investment Training and Approval of Qualified Broker/Dealers

A motion was made by Barbara Townsend and seconded by Rhonda Rezsofi to approve the District Improvement Plan as presented.

Motion Carried: 4Yes – 0 No

Reports

Superintendent's Report

Superintendent Dr. James M. Largent gave a brief update to the board.

Discussion on School Academy Survey Results

Assistant Superintendent Ron Holmgreen reported on the School Academy Survey results. Mambrino Principal Stacie Brown took questions regarding the school academy from the board. The board agreed to continue developing plans for a STEAM Academy at Mambrino School based on results from the survey.

Financial Statements for Period Ending September 30, 2017

Assistant Superintendent Dobie Williams presented the Financial Statements for Period Ending September 30, 2017, to the board.

Cash Flow and Investment Reports for Period Ending September 30, 2017
Assistant Superintendent Dobie Williams presented the Cash Flow and Investment Reports for Period Ending September 30, 2017, to the board.

Bond Expenditures Monthly Update for Period Ending September 30, 2017
Assistant Superintendent Dobie Williams presented the Bond Expenditures Monthly Update for Period Ending September 30, 2017, to the board.

Report of Categorical Purchases between $50,000 and $100,000 as Required per Board Policy CH (LOCAL)
Assistant Superintendent Dobie Williams presented the Report of Categorical Purchases between $50,000.00 and $100,000.00 as Required per Board Policy CH (LOCAL) to the board.

Consider Action on Items Discussed in Closed Session

Consider Staff Appointments
A motion was made by Rhonda Rezsofi seconded by Barbara Townsend to approve staff appointments as presented.
Motion Carried: 4 Yes – 0 No

Adjourn
There being no further business, the meeting was adjourned at 6:57 p.m.

_____ _____

Nancy Alana, President Barbara Herrington, Board Secretary

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: November 13, 2017
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Dobie Williams
Asst. Supt. for Finance and Operations
DATE: November 7, 2017
RE: Budget Amendments

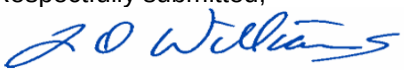
SUMMARY:

Attached are the monthly general fund budget amendments for Board approval. The first page is the budget amendment for the current period and indicates any increases to revenue as well as increases/decreases to each function and the overall net effect of the amendment totals to the budget. For convenience, the budget amendments that will generate new revenue (i.e. campus book fairs, etc.) or are the result of donations made to GISD, have been highlighted in green so that the board may recognize these donations and efforts if they so choose. The second page is a summary and indicates how the current amendment will impact the overall general fund budget as well as how previous amendments have impacted the budget.

RECOMMENDATION:

I recommend the Board approve the amendments as presented.

Respectfully submitted,



Assistant Superintendent for Finance and Operations

Staff Person Responsible: Dobie Williams
Emmett Whitefield

Date Submitted: November 7, 2017

2017-2018
Budget Amendment #3

	November Proposed Budget Amendment #3	Increase	Decrease	Net Effect
Object	**Revenue**			
5700	Revenue Generated	4,957	0	
5800		0	0	
5900		0	0	
	Total	**4,957**	**0**	**4,957**
Function	**Expenses**			
11	Baccus - Amend funds donated by Southside Bank to be used for supplies	43	0	
	Technology - Amend funds for office staff replacement computers	0	30,000	
	SPED - Amend funds for OT and PT budgets	59,700	0	
	Overall effect on Function 11	**59,743**	**30,000**	**29,743**
12	**Overall effect on Function 12**	**0**	**0**	**0**
13	SPED - Amend funds for OT and PT budgets	2,400	0	
	Overall effect on Function 13	**2,400**	**0**	**2,400**
21	**Overall effect on Function 21**	**0**	**0**	**0**
23	Business Office - Amend funds for increase in SRO officer contra	0	16,600	
	Technology - Amend funds for office staff replacement computers	30,000	0	
	Overall effect on Function 23	**30,000**	**16,600**	**13,400**
31	**Overall effect on Function 31**	**0**	**0**	**0**
32	**Overall effect on Function 32**	**0**	**0**	**0**
33	SPED - Amend funds for OT and PT budgets	0	62,100	
	Overall effect on Function 33	**0**	**62,100**	**(62,100)**
34	**Overall effect on Function 34**	**0**	**0**	**0**
36	Athletics - Amend funds for trailer donated by the Lady Pirate Golf Booster Club	2,930	0	
	Athletics - Amend funds donated by Pirate Golf Booster Club for student travel	1,984	0	
	Overall effect on Function 36	**4,914**	**0**	**4,914**
41	**Overall effect on Function 41**	**0**	**0**	**0**
51	**Overall effect on Function 51**	**0**	**0**	**0**
52	Business Office - Amend funds for increase in SRO officer contracts	16,600	0	
	Overall effect on Function 52	**16,600**	**0**	**16,600**
53	**Overall effect on Function 53**	**0**	**0**	**0**
61	**Overall effect on Function 61**	**0**	**0**	**0**
71	**Overall effect on Function 71**	**0**	**0**	**0**
81	**Overall effect on Function 81**	**0**	**0**	**0**
91	**Overall effect on Function 91**	**0**	**0**	**0**
93	**Overall effect on Function 93**	**0**	**0**	**0**
99	**Overall effect on Function 99**	**0**	**0**	**0**
	Total	**113,657**	**108,700**	**4,957**

Granbury Independent School District

Fiscal Year 2017-2018

		Adopted Budget	Prior Budget Amendments	Budget Amendment 11/13/2017	Revised Budget
	REVENUE				
5700	Local Revenue	57,376,645	8,744	4957	57,390,346
5800	State Revenue	6,656,433	0	0	6,656,433
59/7900	Federal Programs/Other Sources	860,000	0	0	860,000
	Total	**$64,893,078**	**8,744**	**4957**	**$64,906,779**
	EXPENDITURES				
11	Instruction & Instr. Related Services	34,299,076	(68,550)	29743	34,260,269
12	Instructional Resources & Media Serve	748,645	0	0	748,645
13	Curriculum & Instr. Staff Development	883,226	(7,717)	2400	877,909
21	Instructional Leadership	641,172	18,350	0	659,522
23	School Leadership	3,530,092	0	13400	3,543,492
31	Guidance, Counseling & Evaluation Serve	2,678,284	0	0	2,678,284
32	Social Work Services	65,000	0	0	65,000
33	Health Services	373,156	62,100	(62100)	373,156
34	Student (Pupil) Transportation	3,356,050	0	0	3,356,050
35	Food Service	0	0	0	0
36	Co curricular/Extracurricular Activities	1,984,166	3,911	4914	1,992,991
41	General Administration	2,309,642	150	0	2,309,792
51	Plant Maintenance and Operations	6,118,702	500	0	6,119,202
52	Security & Monitoring Services	290,669	0	16600	307,269
53	Data Processing Services	1,312,453	0	0	1,312,453
61	Community Services	107,881	0	0	107,881
71	Debt Service (M&O)	0	0	0	0
81	Facilities Acquisition	0	0	0	0
91	Contracted Instruction Services - Chapter 41	5,050,081	0	0	5,050,081
93	Shared Services Arrangement	25,500	0	0	25,500
99	Other Governmental Charges	1,119,283	0	0	1,119,283
00	Other Uses	0	0	0	0
	Total Budgeted Expenditures	**$64,893,078**	**8,744**	**4957**	**$64,906,779**
	Excess Revenue over (Under) Expenditures	**0**	**0**	**0**	**0**

Prepared by:
D Williams
E Whitefield

GRANBURY INDEPENDENT SCHOOL DISTRICT
INTEROFFICE MEMO
FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: November 13, 2017
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Dobie Williams
DATE: November 6, 2017
RE: Guidance and Evaluation, Testing Materials, Software, Supplies, Equipment and On-Line Materials CSP 2016-02 (2nd Renewal)

SUMMARY:

A proposal was let to provide vendors for guidance, evaluation and testing materials and supplies to be purchased on an as needed basis. Vendors were asked to quote a percentage discount off catalog, web and shelf pricing. Proposals were due November 16, 2015 with the original term expiring December 31, 2016. The district retained the option to renew for two additional one-year terms at the sole discretion of the district. The first renewal term was January 1, 2017 through December 31, 2017. This renewal will be the second and final renewal option.

A summation of the process as well as a copy of the original tabulation is attached for your review.

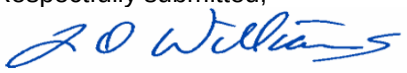
Ms. Diane Fullerton, Special Education Director, was contacted regarding a renewal with the current vendors or a new bid. A renewal was requested.

RECOMMENDATION:

It is recommended the Board renew the above referenced proposal for the period of January 1, 2018 through December 31, 2018 with the following vendors. Estimated expense is $40,000 - $60,000 for the renewal period.

Ace Educational Supplies, Inc., Eduphoria, Inc., Follett School Solutions, Inc., Hawthorne Educational Services, Inc., Houghton Mifflin Harcourt, Istation, Kamico Instructional Media, Inc., Lone Star Learning, Mar*Co Products, Inc., McGraw-Hill School Education, LLC, NCS Pearson, Inc., Youthlight, Inc.

Respectfully submitted,



Asst. Superintendent for Finance and Operations

Staff Person Responsible: Diane Fullerton
Debbie Johnson

Date Submitted: November 6, 2017

BOARD APPROVAL FORM (Original Award)

Board Meeting Date: January 19, 2016

Bid Number: CSP 2016-02
Guidance and Evaluation, Testing Materials, Software, Supplies, Equipment and On-Line Materials

1. **Item, material or service (specific or classification):** Supplies and materials for the various programs for special education students or students referred to special education

2. **Brief description:** A proposal was let to provide vendors for the purchase of guidance and evaluation, testing materials, software, supplies, equipment and on-line materials on an as needed basis. Vendors were asked to quote a fixed rate percentage discount from catalog, web and shelf pricing.

3. **Period of time bid covers:** From written notification of award through December 31, 2016 with the option to renew for two additional one-year terms

4. **Person and title responsible for the expenditure:**

   Diane Fullerton – Director of Special Education

5. **Number of bid notification letters sent to vendors:** Bid notification letters were sent to 122 vendors, the bid was posted on the district web site and advertised in the Hood County News.

6. **Number of bids received from vendors:** 17 (1 disqualified for late arrival)

7. **Listing of recommended vendors and total prices**: Purchases will be on an as needed basis so an accurate expense cannot be identified. Expense is estimated to be $40,000 to $60,000 annually. The following vendors are recommended for award.

   Ace Educational Supplies, Eduphoria, Inc., Epiphany Learning, Follett School Solutions, Inc., Hawthorne Educational Services, Inc., Houghton Mifflin Harcourt, Istation, Kamico Instructional Media, Inc., Lone Star Learning, Marco Products, Inc., McGraw-Hill School Education, LLC, NCS Pearson, Inc., Youthlight, Inc.

8. **Explanation of other than low recommendations:** N/A

9. **Last bid date (bid of comparable nature within last 5 years):** 10/29/2012

10. **Percentage increase or decrease from last bid**: The proposal called for a catalog, web or shelf price discount so exact pricing cannot be identified.

11. **Budget information:**

    Expenditures under this proposal will come from budgeted funds.



Dobie Williams
Assistant Superintendent for Finance and Operations

Guidance and Evaluation, Testing Materials, Software, Supplies, Equipment and On-line Materials/Services 2016-02									
November 16, 2015 2:00 p.m.									
	ACE Educational Supplies	**APEX Learning, Inc.**	**Eduphoria! Inc.**	**Epiphany Learning**	**Follett School Solutions**	**Hawthorne Educational Services, Inc.**	**Houghton Mifflin Harcourt**	**Istation**	**KAMICO Instructional Media, Inc.**
Percentage discount catalog and online	33%	0%	0%	10%	0% Additional See note 1	0%	0%	0%	0%
Catalog Names/Dates	ACE Educational Supplies January 2015	Comprehensive Courses TX 2015-16	Eduphoria! Suite Including: effective 11/16/2015	N/A	titlewave.com updated daily	Catalog 2015 Jan. 1 2015-Dec 31, 2015	http://forms.hmhco.com/virtual-catalog	Istation product catalog and pricing April 2015	STAAR Connection 2015-2016 (July 2015)
		Tutorials TX 2015-16	Eduphoria Appraise, Eduphoria PDAS effective 11/16/2015		fes.follett.com updated daily		HMH catalog prices 10/1/15 through 9/30/16		All Kamico materials are pre-discounted
			Eduphoria Aware 11/16/2015		follettlearning.com updated daily		Riverside catalog prices 1/1/15 through 12/31/15		
			Eduphoria Facilities & Events 11/16/2015				Prices will be those of the then-current catalog period.		
			Eduphoria Forethought, Formspace, Helpdesk Workshop 11/16/2015						
Is your company offering shelf pricing rather than, or in addition to, a catalog published price list?	N/A	Offering only shelf pricing	Offering only shelf pricing	Offering shelf in addition to above	N/A	N/A	Not applicable	N/A	N/A
Web site Location:	www.aceeducational.com	www.apexlearning.com	www.eduphoria.net	www.epiphanylearning.com	www.titlewave.com	www.hawthorne-ed.com	http://forms.hmhco.com/virtual-catalog	www.istation.com	www.kamico.com
Will your company accept a PO on on-line orders?	YES	N/A we do not accept online orders	NO	YES	YES	email or fax PO's	YES	YES	YES
Is pricing posted on your web site?	YES/customized website can be created upon award	NO	NO	NO	YES	Yes	YES	NO	YES
Will all orders be shipped FOB Granbury ISD inside delivery?	YES see next line	YES	YES	YES	YES	YES	NO	YES	YES

Guidance and Evaluation, Testing Materials, Software, Supplies, Equipment and On-line Materials/Services 2016-02 November 16, 2015 2:00 p.m.									
	ACE Educational Supplies	**APEX Learning, Inc.**	**Eduphoria! Inc.**	**Epiphany Learning**	**Follett School Solutions**	**Hawthorne Educational Services, Inc.**	**Houghton Mifflin Harcourt**	**Istation**	**KAMICO Instructional Media, Inc.**
If not, identify when shipping charges would apply:	Orders over $50 after discount from our 2015 catalog or website receive free shipping and 33% discount (add 20% to items with shipping notations)				N/A	FREE SHIPPING!	National shipping and handling charge is 10.5%		
Will fuel surcharges be added:	NO	NO	NO	NO	NO	NO	NO	NO	NO
If yes, identify how they will apply:					N/A				
Does your company have a minimum order amount?	Yes for free shipping and discount	YES	No	NO	NO	NO	YES	NO	NO
If yes, identify the amount:	$50.00	$500.00			N/A		$10.00		
EPCNT:	YES	YES	YES	YES	YES	YES	YES	YES	YES
Is your company's principal place of business in the State of Texas?	NO	NO	YES	NO	NO	NO	NO	YES	YES

Guidance and Evaluation, Testing Materials, Software, Supplies, Equipment and On-line Materials/Services 2016-02 November 16, 2015 2:00 p.m.									
	ACE Educational Supplies	**APEX Learning, Inc.**	**Eduphoria! Inc.**	**Epiphany Learning**	**Follett School Solutions**	**Hawthorne Educational Services, Inc.**	**Houghton Mifflin Harcourt**	**Istation**	**KAMICO Instructional Media, Inc.**
Does your company employ at least 500 people in the State of Texas?	NO	NO	NO	NO	NO	NO	NO	NO	NO
Note: Any exceptions to the discount are on page 15.	Orders over $50 after discount from our 2015 or 2016 catalog and website receive free shipping and 33% discount (add 20% to items with shipping notations) Pricing may change upon release of new catalog each January.	N/A	N/A		See Note 2 for deviations to the terms.	Prices subject to change on Jan. 1 2016. CK website for updated prices. 2016 catalog to be released 8/2016. 10% restocking fee on all returns.	Our national shipping and handling charge is 10.5%. We no longer print catalogs. Catalogs are accessed online at http://forms.hmhco.com/virtual-catalog. HMH current catalog prices will be in effect until 9/30/2016. Riverside catalog prices will be in effect until 12/31/15. Prices will be those at the then-current catalog period. Delivery time for HMH products is 45 days and Riverside products is 21 days from receipt of purchase order. Please visit http://ww.hmhco.com/common/terms-conditions.	N/A	N/A

Note 1: Follett School Solutions, Inc. online catalog, titlewave.com, prices reflect up to 45% discount for trade, paperback, FollettBound books, & eBooks, up to 30% for library binding, up to 40% for general reference. Additional quantity discounts are available for 25+ copies of the same FollettBound title and a select group of dictionaries and thesauri. See enclosed for further information.

Note 2: Follett School Solutions, Inc. 1.19.0 Vendor Non-Performance: Follett takes exception to any and all language related to liquidated damages. No liquidated damages, special, consequential, incidental, direct or indirect damages shall apply in any case.Please see page 7 (of response) for deviations to terms. 1.25.0 Insurance: Follett agrees to indemnify, defend and hold harmless GISD and its officers, directors, employees, agents, attorneys and assigns, against any third party claims, demands, actions, arbitrations, losses and liabilities resulting from any injury, death or damage to property, caused by Follett's employees or subcontractors in performing the obligations under this Agreement. Follett shall maintain liability insurance sufficient to fulfill its obligations under this Section and shall submit proof of such insurance to GISD upon request.

Note 3: McGraw Hill current bid/quote prices are good from October 1, 2015 through September 20, 2016 at our 2015-2016 website/pricelist prices. Prices are updated annually. All products, programs and price lists can be found at www.mheonline.com and for Texas specific products at www.mhetexas.com Print catalogs are no longer available for mailing. Price list titles at www.mheonline.com Art-music, business office, contemporary, elementary, everyday math, family and consumer science, health-fitness, Jamestown, language arts, mathematics, science, social studies, specialized solutions, trade-tech, and world language.

Guidance and Evaluation, Testing Materials, Software, Supplies, Equipment and On-line Materials/Services 2016-02									
November 16, 2015 2:00 p.m.									
	ACE Educational Supplies	**APEX Learning, Inc.**	**Eduphoria! Inc.**	**Epiphany Learning**	**Follett School Solutions**	**Hawthorne Educational Services, Inc.**	**Houghton Mifflin Harcourt**	**Istation**	**KAMICO Instructional Media, Inc.**

Note 4: Pearson: Career Planning & Exploration Assessments pricing available at website: http://us.talentlens.com/all-products 1/1-12/31. Learning Assessments pricing available at website: http://www.pearsonassessments.com 1/1-12/31. Pricing is subject to change with annual catalogs published/distributed January 1 of each new calendar year.

	LightSail, Inc.	Lone Star Learning	Marco Products, Inc.	McGraw-Hill School Education, LLC	NCS Pearson, Inc.	Renaissance Learning	Youthlight, Inc.
Percentage discount catalog and online	0%	0%	0-15%	0%	0%	0%	0%
Catalog Names/Dates	Baker and Taylor eContent List 11/13/15	Lone Star Learning STAAR Success-TX Sept. 2015	Marco 2015-2016 (9/-/15)	Please see Note 3	Early Childhood Assessments 1/1-12/31	Renaissance Learning Catalog 2015	2015 Youthlight, Inc. 2015
			See exceptions at the bottom of this column for discount info.		Child & Adolescent Assessments 1/1-12/31	Additional product information attached to proposal.	
					Psychological Assessments 1/1-12/31		
					Occupational & Physical Therapy Assessments Speech & Language Assessments 1/1-12/31		
					See Note 4		
Is your company offering shelf pricing rather than, or in addition to, a catalog published price list?	YES attached pricing sheet to proposal for more information.	NO	Offering in addition to above	N/A	N/A	N/A	N/A
Web site Location:	www.lightsailed.com	www.lonestarlearning.com	www.marcoproducts.com	www.mheonline.com	www.pearsonassessments.com	www.renaissance.com	www.youthlight.com
Will your company accept a PO on on-line orders?	YES	NO	NO only credit cards online	YES	YES	YES	YES
Is pricing posted on your web site?	NO	YES	YES	YES	YES	NO	YES
Will all orders be shipped FOB Granbury ISD inside delivery?	YES	YES inside delivery	NO	NO	YES	NO	NO

	LightSail, Inc.	Lone Star Learning	Marco Products, Inc.	McGraw-Hill School Education, LLC	NCS Pearson, Inc.	Renaissance Learning	Youthlight, Inc.
If not, identify when shipping charges would apply:		12% S&H ($10 min) on physical products only	Under $70 add $7 70.01-299.99 add 10% 300.00-999.99 add 5% orders over 1000.00 add 3% prepaid orders (Check or Credit card over $125.00 free shipping).	All orders are shipped FOB origin McGraw-Hill distribution center, freight prepaid and charged back on invoices. Shipping and Handling will be calculated based on the size, weight and requested ship-method and added to your order. This is approximately 7-10% of the order.	Clinical Assessment: Standard shipping charges are calculated according to the order size and added to the invoice. Order size: Less than $500=6% (min $10); 500 to 2499= 5%; 2500+= 4%. Learning assessments: Educational shipping and Handling 8.5% of total order.	FOB origin. Title and risk of loss transfer to the buyer at the shipping point (Wisconsin Rapids, WI). Appropriate shipping and processing fees are applied to orders based on weight of product shipped, order destination, carrier fuel surcharges and special handling or services used. Additional fees may apply for inside freight delivery (including shipments weighing over 200 pounds.) Shipping charges do not apply to customer downloads or subscriptions.	0-69.99=$6.95, 70-299.99= 10% of subtotal, 300-999.99= 6% of subtotal, 1000.00+= 4% of subtotal.
Will fuel surcharges be added:	NO	NO	NO	NO	NO	YES	NO
If yes, identify how they will apply:						Carrier fuel surcharges and special handling or services used are applied	
Does your company have a minimum order amount?	YES	NO	NO	NO	NO	Yes	NO
If yes, identify the amount:	$5000. in platform licenses. There is no minimum order for eContent.					Subscription minimums vary by product.	
EPCNT:	YES	YES	YES	YES	YES	YES	YES
Is your company's principal place of business in the State of Texas?	NO	YES	NO	NO	NO	NO	NO

	LightSail, Inc.	Lone Star Learning	Marco Products, Inc.	McGraw-Hill School Education, LLC	NCS Pearson, Inc.	Renaissance Learning	Youthlight, Inc.
Does your company employ at least 500 people in the State of Texas?	NO	NO	NO	NO	YES	NO	NO
Note: Any exceptions to the discount are on page 15.	No exceptions.	For physical products only S&H is 12% ($10 min) No S&H on digital products. Pricing modifications are unknown and would go into effect with the publishing of a new catalog. Lone Star Learning has very infrequent price increases.	Shipping costs are prepaid and added to the invoice. Discounts start at $500 and above. 500-749.99 5%, 750.00-999.99 10%, 1000+ 15%	Multiple DELETED and ADDED items to the TERMS and CONDITIONS. Please review the submitted proposal for all mark throughs.	There are multiple CLARIFICATIONS and CONDITIONS to the proposal submitted. Please review the Pearson clarifications and conditions page.	Please see Addendum to bid #2016-02 attached to proposal submitted.	0-69.99=$6.95, 70-299.99= 10% of subtotal, 300-999.99= 6% of subtotal, 1000.00+= 4% of subtotal.

	LightSail, Inc.	**Lone Star Learning**	**Marco Products, Inc.**	**McGraw-Hill School Education, LLC**	**NCS Pearson, Inc.**	**Renaissance Learning**	**Youthlight, Inc.**

GRANBURY INDEPENDENT SCHOOL DISTRICT
INTEROFFICE MEMO
FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: November 13, 2017
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Dobie Williams
DATE: November 6, 2017
RE: Computer Aided Manufacturing (CAM) software and CNC machinery RFP 2017-1023

SUMMARY:

A proposal was let to provide vendors for Computer Aided Manufacturing (CAM) software and CNC machinery. Vendors were asked to provide a line item bid, based on a scope of work. Proposals were due October 30, 2017. The lowest responsive bidder is ShopBot Tools, Inc.

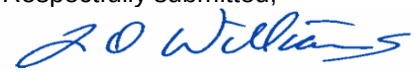
A summation of the process as well as a copy of the original tabulation is attached for your review.

RECOMMENDATION:

It is recommended the Board approves the purchase:

After the review of the responses, we would like to purchase the ShopBot CNC. This will be 3rd ShopBot brand CNC we will have purchased. This machine provides another layer of expertise and industry experience in which our students can be trained. ShopBot has always provided excellent customer service with training and warranties. Our teachers are ShopBot certified and our plan is to pass that training and certification on to our students. Lastly, the pricing for ShopBot came in at lower price and we recommend that GISD move forward with this purchase.

Respectfully submitted,



Asst. Superintendent for Finance and Operations

Staff Person Responsible: Houcine Chraibi
Judy Gentry
Todd Gibson

Date Submitted: November 6, 2017

BOARD APPROVAL FORM

Board Meeting Date: November 13, 2017

Bid Number: RFP 2017-1023
Computer Aided Manufacturing (CAM) software and CNC machinery

1. **Item, material or service (specific or classification):** CNC Router for CTE

2. Brief description: A proposal was let to provide vendors for Computer Aided Manufacturing (CAM) software and CNC machinery. Vendors were asked to provide a line item bid, based on a scope of work. Proposals were due October 30, 2017. The lowest responsive bidder is ShopBot Tools, Inc.

3. Period of time bid covers: N/A

4. Person and title responsible for the expenditure:

Judy Gentry- Director of CTE

5. Number of bid notification letters sent to vendors: Bid notification emails were sent to 127 vendors, the bid was posted on the district web site and advertised in the Hood County News.

6. Number of bids received from vendors: 2

7. Listing of recommended vendors and total prices: Purchases will be made for one CNC machine from Shopbot Inc. at $18,370.00

8. Explanation of other than low recommendations: N/A

9. Last bid date (bid of comparable nature within last 5 years): N/A

10. Percentage increase or decrease from last bidN/A

11. Budget information:

Expenditures under this proposal will come from Federal Grant awards

D O Williams

Dobie Williams
Assistant Superintendent for Finance and Operations

Event Number	2017-1023	**Organization**	Granbury ISD
Event Title	Computer Aided Manufacturing (CAM) soft	**Workgroup**	Purchasing
Event Description	Granbury ISD is looking to purchase a Comp	**Event Owner**	Houcine Chraibi
Event Type	RFP	**Email**	houcine.chraibi@granburyisd.org
Issue Date	10/14/2017 07:00:00 AM (CT)	**Phone**	(817) 408-4029
Close Date	10/30/2017 10:00:00 AM (CT)	**Fax**	(817) 408-4033

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total
ShopBot Tools, Inc.	Durham	NC	10/16/2017 12:47:42 PM (CT)	2	$18,370.00
Teaching Systems, Inc.	Arlington	TX	10/30/2017 09:21:31 AM (CT)	2	$19,173.00

Please note: Lines Responded and Response Total only includes responses to specification. No alternate response data is included.

STATE OF TEXAS)

COUNTY OF HOOD)

OFFICIAL BALLOT

Granbury I.S.D.

INSTRUCTION NOTE: There are three places to be filled on the Hood County Appraisal District Board. Each voting district may cast one vote for each place. Please place a check (√) in front of the **three** names which indicate your choices.

In the event of a tie, the Chief Appraiser, according the section 6.03(k), will resolve the tie by placing the names of the candidates receiving equal number of votes into a hat and then having someone draw out a single name.

CANDIDATES IN ALPHABETICAL ORDER
(PICK THREE)

_____ **Walter Baldree**

_____ **Justin Deaver**

_____ **Dave Eagle**

_____ **Mike Franklin**

_____ **Mark Jackson**

_____ **Terry Johnson**

_____ **Bobby Mayberry**

_____
President, Granbury I.S.D.

ATTEST:

_____

PARKER COUNTY APPRAISAL DISTRICT
1108 Santa Fe Drive
Weatherford, Texas 7608
TELEPHONE: 817-596-0077
FAX: 817-613-8096

October 31, 2017

TO: Taxing Unit Administrators
SUBJECT: Selection of Appraisal District Directors for 2018-2019

Nominations for the Parker County Appraisal District Directors has been completed and closed. All nominations have been submitted by written resolution and the nominee's names are included on the enclosed ballot.

The next step in the selection process is for voting units to cast their votes for the nominees. Section 6.03 (k) of the Texas Property Tax Code requires each voting tax unit to vote in an open meeting, record its vote by written resolution, and submit the resolution to the Chief Appraiser by December 15, 2017. A taxing unit may cast its votes for one candidate or distribute the votes among any number of candidates.

A voting tax unit may only cast votes for persons nominated and named on the ballot. There is no provision for write-in candidates. The Chief Appraiser may not count votes cast for a name not listed on the official ballot. The five candidates receiving the highest number of votes will be declared the winners.

Enclosed is the official ballot, the number of votes allocated to each taxing unit, and a sample resolution for recording the votes.

Please add this important action to your first available board meeting agenda, keeping in mind the December 15th deadline for casting votes.

Sincerely,

Larry Hammonds
Chief Appraiser
Parker County Appraisal District

SELECTION OF APPRAISAL DISTRICT DIRECTORS
PARKER COUNTY APPRAISAL DISTRICT
2018-2019

OFFICIAL BALLOT

CANDIDATES

GARY AGUILLARD

RICHARD BARRET

STEVE HARRIS

JOHN HINTON

CODY LANE

PAUL PASCHALL

RESOLUTION

RESOLUTION ELECTING CANDIDATES FOR THE PARKER COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS

WHEREAS, an election is to be held whereby all taxing units of Parker County, Texas entitled to vote will cast ballots for the election of the Board of Directors for the Parker County Appraisal District of Parker County, Texas for a period of two years beginning January 1, 2018; and

WHEREAS, the of Parker County is a taxing unit in said county and is entitled to cast votes in said election; and

NOW THEREFORE, BE IT RESOLVED by the that the votes of said taxing unit be cast as follows:

CANDIDATE	VOTES CAST

BE IT HEREBY FURTHER RESOLVED, that the vote as stated above be certified to the Chief Appraiser of the Parker County Appraisal District, Parker County, Texas.

Passed this _____ day of _____, 2017

_____

ATTEST:

_____

PARKER COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS ELECTION 2018-2019

VOTING ENTITLEMENT

VOTING ENTITY	NUMBER OF VOTES
ALEDO ISD	950
AZLE ISD	270
BROCK ISD	185
GARNER ISD	45
GRANBURY ISD	25
LIPAN ISD	5
MILLSAP ISD	120
MINERAL WELLS ISD	5
PEASTER ISD	95
PERRIN-WHITT CISD	15
POOLVILLE ISD	35
SPRINGTOWN ISD	260
WEATHERFORD ISD	1285
CITY ALEDO	25
CITY AZLE	20
CITY FORT WORTH	5
CITY MILLSAP	0
CITY MINERAL WELLS	10
CITY RENO	10
CITY SANCTUARY	0
CITY SPRINGTOWN	25
CITY WEATHERFORD	250
CITY WILLOW PARK	50
PARKER COUNTY	1015
WEATHERFORD COLLEGE	295

CENTRAL APPRAISAL DISTRICT
OF JOHNSON COUNTY

109 N Main St
Cleburne, TX 76033
Metro (817) 648-3000
Fax (817) 645-3105
www.johnsoncad.com

Board of Directors
Byron Black – Chairman
Bob Spurlin – Vice Chairman
Kent Williams – Secretary
Toby Ford
Larry Woolley
Scott Porter – Tax Assessor/Collector

Executive Director/Chief Appraiser
Jim Hudspeth, RPA, RTA, CTA, CSTA, CCA

October 24, 2017

Ms. Nancy Alana, Board President
Granbury Independent School District
600 W. Pearl Street
Granbury, Texas 76048

Dear Ms. Alana:

Enclosed is your OFFICAL BALLOT for election of the Central Appraisal District Board of Directors for 2018-2019. The Granbury ISD is entitled to a total of 20 votes. You may cast all votes for one candidate or divide them up for two or more.

Your governing body should determine its vote by resolution. Please record the number of votes for the candidate(s) chosen on this OFFICIAL BALLOT, and return it to me along with a copy of your resolution before December 15, 2017.

Legislation prohibits ballots received after this date from being counted in the election. Please place the resolution on your agenda during November and ensure your ballot is in our office before December 15, 2017.

A copy of this letter is being sent to your superintendent, along with a copy of the ballot; however, only you have the OFFICIAL BALLOT.

I cannot stress enough that the Property Tax Code requires timeliness in this matter. Please call me anytime I can be of help to you.

Respectfully,

Jim Hudspeth, RPA, RTA, CTA, CSTA, CCA
Executive Director/Chief Appraiser

JH/dp

Enclosures

cc: Dr. James Largent, Superintendent

CENTRAL APPRAISAL DISTRICT OF JOHNSON COUNTY
109 N. MAIN
CLEBURNE, TEXAS 76033

ELECTION OF BOARD OF DIRECTORS FOR 2018-2019

OFFICIAL BALLOT

VOTES	CANDIDATES
_____	Albert Archer, Sr.
_____	Don Beeson
_____	Byron Black
_____	Toby Ford
_____	Kent Williams
_____	Larry Woolley

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.

© 2017 Texas Association of School Boards, Inc. All rights reserved.

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(LEGAL), 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(LEGAL).

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(LEGAL).

Board Self-Evaluation

SB 1566 requires the commissioner of education to develop a board self-evaluation tool. As reflected at BG(LEGAL), 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(LEGAL).

Board Authority

At BBE(LEGAL), SB 1566 makes revisions in the area of board member authority.

Requests for Records

- 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

- 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

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

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.

Explanatory Notes
TASB Localized Policy Manual Update 109

District: Granbury ISD

ATTN (NOTE) GENERAL INFORMATION ABOUT THIS UPDATE

Please note: Unless otherwise noted, references to legislative bills throughout these explanatory notes refer to Senate Bills (SB) or House Bills (HB) from the 85th Regular Legislative Session. All referenced bills have already gone into effect unless otherwise noted.

As described on the separate insert included with your Update 109 materials, Update 109 includes several revisions to your policies to enhance accessibility for people with disabilities. One of those changes is that margin notes have been converted from all capital letters to just the first letter of each word being capitalized (title case). For consistency, these explanatory update notes also use title case when referring to the margin notes within a policy.

A (LEGAL) BASIC DISTRICT FOUNDATIONS

The A section table of contents has been revised to change the subtitle of AIC to Interventions and Sanctions.

AE (LEGAL) EDUCATIONAL PHILOSOPHY

The objectives of the Texas public education system have been updated and moved from AE(EXHIBIT) to this legally referenced policy. HB 136 changes some of the objectives to focus on postsecondary success.

AE (EXHIBIT) EDUCATIONAL PHILOSOPHY

The content of this exhibit has been moved with revisions to AE(LEGAL), below.

AF (LEGAL) INNOVATION DISTRICTS

As revised at Website Posting, SB 1566 requires a school district to post and maintain a copy of the district's local innovation plan in a prominent location on the district's website. Within 15 days of the board adopting a plan, plan amendment, or plan renewal, the district must provide a copy to the commissioner. (See Copy to Commissioner on page 4.)

AIA (LEGAL) ACCOUNTABILITY
ACCREDITATION AND PERFORMANCE INDICATORS

HB 22 prompted numerous revisions to this legally referenced policy on performance indicators, including:

- Reducing the current achievement indicators from five domains to three: student achievement, school progress, and closing the gaps (see Achievement Indicators on page 4);
- Defining a D rating for the A–F performance ratings and requiring that the ratings be designed so that it is possible for all districts and campuses to receive A ratings (see A–F Performance Ratings beginning on page 5); and
- Adding detailed provisions on local accountability systems, in which campus performance ratings are assigned by the school district (see Local Accountability System beginning on page 6).

SB 22 revised the indicators of the quality of learning to delete reference to articulated postsecondary degree programs. (See Quality of Learning Indicators beginning on page 4.)

AIB (LEGAL) ACCOUNTABILITY
PERFORMANCE REPORTING

Changes to this legally referenced policy on performance reporting were based on several bills.

- SB 490 added a requirement that the district performance report (TAPR) include the number of school counselors providing services at each campus. (See District Performance Report—TAPR.)
- HB 22 repealed community and student engagement provisions that previously made up the fifth domain of the school accountability system.
- SB 1566 creates an opportunity for districts to provide district data on academic achievement to TEA and request that TEA create a website that will allow review of campus and district academic achievement data. (See District Data on Academic Achievement on page 5.)

In addition, an existing provision from the Administrative Code has been added. The provision requires the district, at an open meeting of the board, to establish annual performance goals for programs, activities, and strategies implemented with high school allotment funds related to the performance indicators listed in the policy. The board must annually review progress on the indicators. (See High School Allotment Annual Performance Review beginning on page 3.)

AIC (LEGAL) ACCOUNTABILITY
INTERVENTIONS AND SANCTIONS

This legally referenced policy on interventions and sanctions has been significantly reorganized to better reflect the current statutory structure of Chapter 39A, as redesignated by SB 1488, and was updated based on several bills.

- The commissioner may order a district to use the new commissioner-developed board self-evaluation tool established by SB 1566 if the district does not satisfy accreditation criteria, academic performance standards, or any financial accountability standard, or if considered appropriate by the commissioner on the basis of a special accreditation investigation. (See Authorized Commissioner Actions, item 10.)
- HB 22 requires the commissioner to order a targeted improvement plan if a district or campus is assigned an overall or domain performance rating of D. (See Needs Improvement Rating, beginning on page 9.)
- A campus turnaround plan must include a description for developing and supporting student academic achievement by the board, as required by SB 1566. (See Required Contents, item 6, on page 12.)
- HB 2263 requires the commissioner to approve or reject any campus turnaround plan each year. If rejecting the plan, the commissioner must provide the reasons, and the district must submit a modified plan to the commissioner, who must then notify the district in writing of the commissioner's decision regarding the modified plan. (See Commissioner Approval or Rejection on page 13.)

BAA (LEGAL) BOARD LEGAL STATUS
POWERS AND DUTIES

SB 1566 added three provisions to the board's powers and duties.

At Mandatory Powers and Duties, a school board must provide oversight regarding student academic achievement and strategic leadership for maximizing student performance.

At Discretionary Powers and Duties, the board may:

- Require the district's chief business official, curriculum director, or person holding an equivalent position to appear at an executive session or to testify at a public hearing of the board without interference by the superintendent; and
- Establish, consistent with statutory provisions, before- and after-school programs for students enrolled in elementary or middle school grades.

BBD (LEGAL) BOARD MEMBERS
TRAINING AND ORIENTATION

Revisions to this legally referenced policy on board member training are from SB 1566 and include:

- A new requirement to complete at least three hours of SBOE-required training every two years on evaluating student academic performance (see SBOE-Required Training); and
- Revised provisions on reporting board member training deficiencies, which now must be reflected in the minutes of the last regular board meeting before an election of trustees (instead of the last meeting of a calendar year), and, if there is a deficiency as of the first anniversary of the date of the board member's election or appointment, the minutes must be posted on the district's website within ten days and remain until the deficiency is resolved (see Reporting on page 2.)

BBE (LEGAL) BOARD MEMBERS
AUTHORITY

Revisions to this legally referenced policy on board member authority are from SB 1566.

- A district must create a policy on board member visits to a district campus or facility. [See BBE(LOCAL), below.]
- SB 1566 deleted a provision regarding a district's discretion whether to provide a board member access to FERPA-protected records. New provisions require a board member to maintain the confidentiality of records as required by FERPA and any other applicable privacy laws. (See Access to Information.)
- 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 deadlines, a board member may sue the district, and any awarded costs and fees must be paid from the budget of the superintendent's office.

In addition, we have deleted references to two attorney general opinions that are no longer necessary to include in light of recent statutory revisions clarifying board member access to information.

BBE (LOCAL) BOARD MEMBERS
AUTHORITY

Based on SB 1566, new text is recommended for this policy to:

- Explain that the district shall respond to a board member's requests for records within the time frames required by law, as described above at BBE(LEGAL); and
- Satisfy the new requirement for a policy regarding board member visits to a district campus or other facility. The recommended language requires a board member to follow any posted requirements for visitors and limits visits that interfere with the delivery of instruction or district operations.

BBFA (LEGAL) ETHICS
CONFLICT OF INTEREST DISCLOSURES

For appointed officials who are required to file a personal financial statement with the Texas Ethics Commission, HB 791 provides the option to file by certified mail rather than electronically. (See Electronic Filing on page 8.)

BDAE (LEGAL) OFFICERS AND OFFICIALS
DUTIES AND REQUIREMENTS OF DEPOSITORY

At Contract—Term on page 3, SB 754 allows a school district and its depository bank to agree to extend a depository contract for three additional two-year terms and to modify the contract for each two-year extension.

An existing statutory provision added at Method, on page 1, requires the district to keep a selected bid or proposal form, as applicable, and make it available to TEA upon request.

BE (LEGAL) BOARD MEETINGS

Multiple bills affected this legally referenced policy on board meetings.

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. (See Social Function, Convention, or Candidate Event on page 2.)

Provisions on meetings by videoconference call have been clarified by HB 3047 to address loss of connection by a participating board member. As long as all other requirements for the videoconference call meeting are satisfied, the board may continue the meeting, without the disconnected member, if a quorum of the body remains present at the meeting location. The meeting is not required to be recessed or adjourned. HB 3047 also addresses the quality of audio and video signals for videoconference call meetings. (See Meeting by Videoconference Call on page 7 and Quality of Audio and Video Signals on pages 7–8.)

At Video and Audio Recording of Meeting, provisions were expanded by HB 523 to require 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 at the work session or meeting.

BEC (LEGAL) BOARD MEETINGS
CLOSED MEETINGS

SB 564 provides school boards a 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. (See Security on page 2.)

BG (LEGAL) BOARD SELF-EVALUATION

A board may choose whether to use the commissioner-developed board self-evaluation tool established by SB 1566, unless the commissioner orders the board to use the tool. See AIC(LEGAL), above.

BJA (LEGAL) SUPERINTENDENT
QUALIFICATIONS AND DUTIES

A superintendent may not interfere with a board directive for the district's chief business official, curriculum director, or person holding an equivalent position to appear at an executive session or to testify at a public hearing of the board. (See Prohibited Interference on page 3.)

BJCD (LEGAL) SUPERINTENDENT
EVALUATION

SB 7 adds provisions on the confidentiality of a document evaluating superintendent performance, including when a district may give such a document to TEA and when TEA can use such a document in a disciplinary hearing. (See Confidentiality.)

New Administrative Code rules, effective July 30, 2017, clarify that the commissioner's recommended appraisal process for the superintendent must include an annual evaluation, including a student performance domain. (See Appraisal Process.)

BR (LEGAL) REPORTS

At Reports by District, the list of district publication and distribution requirements has been revised as follows:

- HB 22 deleted all provisions related to community and student engagement ratings, including reports to TEA of the ratings;
- SB 1566 revised provisions on reporting about board member training deficiencies, resulting in the deletion of the reporting item on that topic; and
- Item 14 was revised to clarify that district police department reports about vehicle stops go to the Texas Commissioner on Law Enforcement (TCOLE).

CCF (LEGAL) LOCAL REVENUE SOURCES
LOANS AND NOTES

This legally referenced policy on loans and notes has been updated to add existing statutory provisions and to better reflect statutory wording.

CDA (LEGAL) OTHER REVENUES
INVESTMENTS

In addition to revisions to improve organization, better reflect statutory wording, and delete unnecessary provisions, multiple bills affected this legally referenced policy on investments. Significant changes and the relevant bill numbers are as follows:

- New definitions pertaining to hedging transactions and for "business organization" were added by HB 1003 and HB 1701, respectively.
- The list of authorized investments at Obligations of Governmental Entities was revised at items 1 (HB 2928), 7 (HB 2647 and HB 1003), and 8 (HB 2647).

- At Certificates of Deposit and Share Certificates, HB 2928 addresses how these authorized investments may be secured.
- HB 1003 revised provisions at Repurchase Agreements, modified the criteria for investing in certain mutual funds, made changes at Guaranteed Investment Contracts, and authorized investment in certain hedging transactions for districts with a specified level of indebtedness (see Hedging Transactions).
- At Prohibited Investments, SB 253 imposes obligations related to prohibited investments in companies with certain business operations in Sudan or Iran, or with foreign terrorist organizations.
- Changes at Sellers of Investments are from HB 1701 and address documents supplied by business organizations who engage in investment transactions with a district and explain that the district has ultimate responsibility to ensure that investments are in compliance with the district's investment policy.

CDA (LOCAL) OTHER REVENUES
INVESTMENTS

A revision at Sellers of Investments is to align with changes from HB 1701 described at CDA(LEGAL), above, and requires a business organization, as defined by law, that engages in investment transactions with a district to provide the district written documents required by law. The reference to brokers/dealers has been retained as a best practice.

CE (LEGAL) ANNUAL OPERATING BUDGET

SB 622 requires a school board to include a line item in its proposed budget showing expenditures for notices required by law to be published in a newspaper. The information must allow a comparison between the proposed budget and actual expenditures for the same purpose in the preceding year. (See Public Notice Expenditures.)

Other changes were to reorder provisions for better flow and to align wording more closely with statutory provisions.

CFA (LEGAL) ACCOUNTING
FINANCIAL REPORTS AND STATEMENTS

Changes at Accounting System are from HB 1930, which repealed certain financial accounting and reporting standards that were previously included in Texas Government Code Chapter 2266. This change in law applies beginning with the district's first fiscal year that begins on or after September 1, 2018.

Other changes are to reference the rules for financial accounting and to better reflect statutory wording.

CH (LEGAL) PURCHASING AND ACQUISITION

At Required Contract Provision, a district may not enter into a contract with a company for goods and services unless the contract contains a written verification that the company does not and will not boycott Israel during the term of the contract. This change is from HB 89.

At Disclosure of Interested Parties, for a district contract valued at $1 million or more or that requires an action or vote by the board, existing law requires a vendor disclosure before the contract may be signed. In accordance with SB 255, this disclosure requirement does not apply to a contract with a publicly traded business entity, an electric utility, or a gas utility. In addition, SB 255 makes changes to the required form used for these disclosures, for contracts entered into or amended on or after January 1, 2018.

A cross-reference to CV(LEGAL) has been added regarding prohibited professional services contracts and other prohibited contracts.

SB 262 requires a district contracting for the purchase of an automated information system through the Department of Information Resources to comply with certain statutory requirements. See Multiple Award Contract Schedule.

SB 706 repealed a provision allowing districts to participate in a contract awarded by the State Council on Competitive Government.

CI (LEGAL) SCHOOL PROPERTIES DISPOSAL

HB 3223 creates a penalty for the sale or transfer of a law enforcement vehicle if a district fails to remove emblems or insignia as required by law.

CJA (LEGAL) CONTRACTED SERVICES
CRIMINAL HISTORY

In addition to background checks applicable to contractors who provide services to school districts under existing law, HB 3270 adds specific criminal background check provisions for public works contractors.

The new provisions at Criminal History—Certain Public Works Contractors apply to a noncertified employee of a contractor or subcontractor on a public works project if the employee has continuing duties related to the contracted services and the opportunity for direct contact with students. The contractor or subcontractor must ensure a national criminal history record check on these employees is completed through the Department of Public Safety clearinghouse. Certain convictions will disqualify the employee from providing services at an instructional facility. A district may adopt a policy regarding an emergency, in which case a district may allow a person subject to these new provisions to enter an instructional facility if accompanied by a district employee. Please contact your policy consultant if you would like to receive sample policy text to address this emergency provision.

Relevant terms are defined in the policy, including what constitutes "direct contact with students."

CKC (LEGAL) SAFETY PROGRAM/RISK MANAGEMENT
EMERGENCY PLANS

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 regarding reasonable security accommodations but is not required to obtain or contract for the presence of law enforcement to secure a polling place. (See Polling Place Security.)

CKC (LOCAL) SAFETY PROGRAM/RISK MANAGEMENT
EMERGENCY PLANS

New text recommended at this policy addresses the HB 332 requirement to include in the district's emergency operations plan (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.

CKE (LEGAL) SAFETY PROGRAM/RISK MANAGEMENT
SECURITY PERSONNEL

At Refusal or Removal by Peace Officer and Refusal or Removal by School Resource Officer, we have added references to a provision permitting a district peace officer or school resource officer to refuse to allow a person to enter or to eject a person from property under the district's control under certain circumstances. The full statutory provision, added by SB 1553, is included in GKA(LEGAL), below.

Other legislative changes include:

- A new provision under Powers and Duties on page 2 requiring a peace officer to execute an emergency detention order upon request of the Texas Civil Commitment Office (SB 1576);
- Also at Powers And Duties, new provisions permitting a peace officer, in the course of an investigation of a criminal offense, to inquire about the nationality or immigration status of a victim or witness to the offense in certain circumstances (SB 4);
- Additional provisions pertaining to operation of district police departments, including additional details on motor vehicle stops, racial profiling policies, and diversion of individuals suffering from a mental health crisis or substance abuse issue (SB 1849) (see pages 5–8);
- Consequences for failure to report to the attorney general after an officer-involved injury or death (HB 245) (see page 8); and
- At School Marshals, clarification of provisions addressing the number of marshals that may be appointed per number of students and the type of ammunition that may be used (HB 867).

Note: SB 4 created a new subchapter in the Texas Government Code addressing immigration enforcement, including compliance with federal detainer requests. The new Government Code subchapter does not apply to school districts. However, the provision added to the policy mentioned above at Powers and Duties was added to the Code of Criminal Procedure and does apply to school districts.

CL (LEGAL) BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT

At Energy or Water Conservation Measures, HB 1571 replaced the detailed Education Code definition of an energy savings performance contract with a reference to the definition found in the Local Government Code and revised provisions to allow the district to use any available money to pay the provider of the conservation measures (see Financing).

Pools and other such bodies of water used for recreation must comply with "relevant" safety standards in accordance with HB 1468. (See Pools on page 4.)

CLA (LEGAL) BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT
SECURITY

We have added a reference to a provision permitting a school administrator, school resource officer, or district peace officer to refuse to allow a person to enter or to eject a person from property under the district's control under certain circumstances. The full statutory provision, added by SB 1553, is included at GKA(LEGAL), below.

CLC (LEGAL) BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT
TRAFFIC AND PARKING CONTROLS

Revisions to this policy are to better reflect statutory wording.

CMD (LEGAL) EQUIPMENT AND SUPPLIES MANAGEMENT
INSTRUCTIONAL MATERIALS CARE AND ACCOUNTING

This legally referenced policy on instructional materials has been significantly revised and reorganized based on extensive Administrative Code rule changes effective May 8, 2017, and HB 3526 and SB 810. Important revisions are outlined below.

HB 3526:

- Replaces "instructional materials" terminology with "technology and instructional materials"; and
- Authorizes a district, when determining whether each student has instructional materials that cover all elements of the TEKS, to consider open education resource instructional materials included in the new instructional materials web portal that the commissioner of education must develop.

The Administrative Code amendments repealed several provisions that duplicated statute and:

- Clarified distribution of funds for high enrollment growth districts and added the possibility of additional bilingual instructional materials funding (see High Enrollment Growth on page 2);
- Added to the list of permitted expenditures to include materials for students with disabilities and activities related to local review and adoption of materials (see Permitted Expenditures on page 3);
- Added to the list of prohibited expenditures software used for tracking and managing instructional material inventory (see Prohibited Expenditures on page 4);
- Deleted provisions about reimbursements to provide districts greater flexibility and added provisions on access to the allotment (see page 5);
- Revised provisions on special and bilingual instructional materials (see pages 6 and 7); and
- Clarified when electronic instructional materials are in acceptable condition (see page 9).

CNA (LEGAL) TRANSPORTATION MANAGEMENT
STUDENT TRANSPORTATION

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 to include areas presenting a high risk of violence in addition to the existing factor of hazardous traffic conditions. Areas presenting a high risk of violence must be documented to TEA with law enforcement records. A district may use additional funds received to support community walking transportation programs.

CNA (LOCAL) TRANSPORTATION MANAGEMENT
STUDENT TRANSPORTATION

Changes to this policy are a result of SB 195, which expanded the reasons for which a district may apply for an additional transportation allotment for students residing within two miles of a campus to include areas presenting a high risk of violence in addition to the existing factor of hazardous traffic conditions. If the district applies for additional funding based on either or both factors, the board must adopt an appropriate resolution describing the areas.

Recommended for deletion are provisions addressing eligibility to participate in the district's transportation system by students for whom the district does not receive transportation funds, as these provisions are typically addressed in administrative regulations.

CNC (LEGAL) TRANSPORTATION MANAGEMENT
TRANSPORTATION SAFETY

Multiple bills affected this legally referenced policy on transportation safety.

- SB 693 requires a school bus to have three-point seat belts, unless the bus is a 2017 or earlier model or, for a 2018 or later model, the board determines by a vote in a public meeting that the district's budget does not permit the district to purchase a bus with the required seat belts.
- HB 62 creates an offense for using a portable wireless communication device to read, write, or send an electronic message while operating a motor vehicle unless the vehicle is stopped, and adds a definition of "hands-free device."
- HB 2880 addresses the criminal consequences for exhibiting, using, or threatening to exhibit or use a firearm on a school bus.

CO (LEGAL) FOOD SERVICES MANAGEMENT

For students whose meal card or account balance is exhausted, previous law allowed the administration to establish the grace period during which a student could continue to charge meals. SB 1566 now requires the board to establish the length of the grace period. (See Insufficient Meal Card Balance.)

Provisions at Donation of Food are from SB 725, which allows a district to donate food to a nonprofit organization through an official of the nonprofit organization who is directly affiliated with the campus. Under this program, a district may adopt a policy under which the district provides food at no cost to students who are unable to purchase meals or a snack. See CO(LOCAL), below.

CO (LOCAL) FOOD SERVICES MANAGEMENT

Previous law allowed the administration to establish the grace period during which a student whose meal card or account balance was exhausted could continue to purchase meals. SB 1566 now requires the board to establish the length of the grace period. The recommended policy text includes the grace period information provided by your district.

In addition, new provisions are recommended for inclusion in the district's policy manual 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, based on federal law, will come into play after a student has exhausted the state law-required grace period for unpaid meal cards or accounts.

See USDA memoranda Unpaid Meal Charges: Guidance and Q&A and Unpaid Meal Charges: Local Meal Charge Policies.

Recommended text at Food Donations authorizes the superintendent to develop regulations for campuses to donate food as permitted by SB 725. See CO(LEGAL), above.

Sample administrative procedures on food donations and meal charges will be included in the next update to the *TASB Regulations Resource Manual*, available in December 2017.

CQA (LEGAL) TECHNOLOGY RESOURCES
DISTRICT, CAMPUS, AND CLASSROOM WEBSITES

Several new items have been added to the list at Required Internet Postings:

- SB 1566 requires a district to post a copy of the district's local innovation plan in a prominent location on the district's website (items 1 and 2) and to post board meeting minutes reflecting that a trustee is deficient in meeting training requirements (item 11).
- HB 1638 requires posting of agreements between the district and an institution of higher education to provide a dual credit program (item 27).
- SB 1553 requires posting of a notice regarding the district's ability to refuse entry or eject certain persons from property under the district's control (item 34).

The posting requirements related to community and student engagement ratings were repealed by HB 22.

CRB (LEGAL) INSURANCE AND ANNUITIES MANAGEMENT
LIABILITY INSURANCE

As reflected at Career And Technology Insurance, HB 639 repealed an existing provision on career and technology education (CTE) insurance coverage and added new provisions. The board may obtain accident, liability, or automobile insurance coverage to protect participants in a district CTE program. The new provisions also address notice to parents and district and student immunity.

CRE (LEGAL) INSURANCE AND ANNUITIES MANAGEMENT
WORKERS' COMPENSATION

At Ombudsman Program, HB 2082 requires a district that employs first responders to notify responders of the liaison available to assist an injured responder during a workers' compensation administrative dispute resolution process.

HB 451 permits a first responder who alleges workers' compensation retaliation by a district to sue the district for relief under the Labor Code. (See Claims by First Responder.)

CV (LEGAL) FACILITIES CONSTRUCTION

At Required Contract Provision, HB 89 prohibits a district from entering into a contract with a company for goods and services unless the contract contains a written verification that the company does not and will not boycott Israel during the term of the contract.

At Standard of Care, HB 3021 removes the requirement that a contract for engineering or architectural services include a provision requiring an engineer or architect to perform services with the skill and care provided by competent engineers or architects practicing "in the same or similar locality." A district may include and enforce conditions that relate to the scope, fees, and schedule of a project.

At Prohibited Contracts, a district may not enter into a contract with a company that is identified on the comptroller's list of companies known to have contracts with or provide supplies or services to a foreign terrorist organization. This change is from SB 252.

Other changes are to better reflect statutory wording.

CV (EXHIBIT) FACILITIES CONSTRUCTION

This exhibit is recommended for deletion from the policy manual. Policy CV(LEGAL), below, has been adjusted where appropriate to refer to the Administrative Code provisions included in this exhibit.

DBA (LEGAL) EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
CREDENTIALS AND RECORDS

HB 3563 clarifies that state-required notice is not applicable if a school provides notice in accordance with ESSA regarding a teacher who does not meet certification requirements at the grade level and subject area in which the teacher is assigned. (See State-Required Notice—Lack of Credentials.)

An obsolete provision was deleted at Professional Personnel.

DC (LEGAL) EMPLOYMENT PRACTICES

In accordance with SB 7, an applicant for certain professional positions that require certification or license with a district must submit a pre-employment affidavit disclosing a charge, adjudication, or conviction based on an inappropriate relationship with a minor. A failure to disclose is grounds for termination. Although a disclosed charge does not preclude employment if the district determines that the charge was false, SBEC may revoke an administrator's certificate if it is reasonable to believe that the administrator employed an applicant in a relevant position and was aware that the applicant had been adjudicated for or convicted of an inappropriate relationship with a minor. (See Pre-Employment Affidavit.)

SB 7 authorizes SBEC to take certain actions if a person helps another get a job at a school district and the person knew that the other person had engaged in sexual misconduct with a minor or student. The commissioner may require a district to revoke or decline to issue a school district teaching permit requested by a person subject to SBEC action. (See Employment Assistance Prohibited—State Law.)

DEA (LEGAL) COMPENSATION AND BENEFITS
COMPENSATION PLAN

Changes to this legally referenced policy are to reflect your designation as a district of innovation.

DEC (LEGAL) COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

HB 88 provides that an employer commits an unlawful employment practice if the employer's leave policy allows use of personal leave to care for an employee's sick biological or adopted minor child but does not allow similar use regarding an employee's foster child. (See Leave for Sick Foster Child.)

Other changes are to better reflect statute.

DECA (LEGAL) LEAVES AND ABSENCES
FAMILY AND MEDICAL LEAVE

A revision at Qualifying Reasons for Leave is to better match statutory wording.

DECB (LEGAL) LEAVES AND ABSENCES
MILITARY LEAVE

HB 2486 provides that a district employee who is a member of a listed military branch or an urban search and rescue team and who is ordered to duty is entitled, when relieved from duty, to be restored to the position held when ordered to duty. (See State Leave for Member of Military or Rescue Team.)

HB 3066 updated references to federal law at Called to Duty. Other changes are to better track statutory language.

DF (LEGAL) TERMINATION OF EMPLOYMENT

Changes to this policy on termination of employment are from SB 7 and include:

- Revision to the criminal offenses for which the district, upon notification that SBEC has revoked the employee's certificate, must take immediate action to terminate employment;
- Authorization for the board to delegate to a designee the authority to take certain termination actions without further board action when a contract employee has engaged in serious criminal conduct; and
- A requirement for a principal to report to the superintendent an educator's termination for certain misconduct.

DF (LOCAL) TERMINATION OF EMPLOYMENT

As described above at DF(LEGAL), SB 7 authorizes the board to delegate to a designee the authority to take certain termination actions without further board action when a contract employee has engaged in serious criminal conduct. This delegation would allow a faster response in these situations. The recommended policy designates the superintendent as the board's designee. **If the board does not wish to identify a designee through board policy, contact the district's policy consultant for an adjustment to this policy.**

DFBA (LEGAL) TERM CONTRACTS
SUSPENSION/TERMINATION DURING CONTRACT

SB 7 requires a principal to report to the superintendent within seven business days an educator's termination for certain misconduct. (See Report by Principal.)

DFE (LEGAL) TERMINATION OF EMPLOYMENT
RESIGNATION

SB 7 clarifies the requirement to complete an investigation of an educator that involves evidence that the educator may have had a romantic relationship or committed an unlawful act with a minor. The investigation must be completed even if the educator resigns. (See Investigation on page 2.)

Also from SB 7 is a provision requiring a principal to notify the superintendent no later than seven business days after the date of an educator's resignation following an alleged incident of misconduct described above. (See Report by Principal.)

DH (LEGAL) EMPLOYEE STANDARDS OF CONDUCT

SB 7 prompted two revisions to this legally referenced policy on employee standards of conduct.

- A district must adopt a policy on electronic communications, as defined in the policy, between employees and students. The policy must include provisions 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 appropriate administrators when a student engages in improper communications with the employee. See DH(LOCAL), below.
- A person is ineligible for a retirement annuity from TRS if the person is convicted of a qualifying felony, as defined in the policy. A district with knowledge of a conviction must notify TRS.

SB 1566 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. (See Transportation or Storage of Firearm in School Parking Area.)

DH (LOCAL) EMPLOYEE STANDARDS OF CONDUCT

Recommended revisions to this local policy on employee standards of conduct include:

- Clarification that the policy makes all district employees subject to the Educators' Code of Ethics;
- Change in terminology from "illegal knife" to "location-restricted knife" at Weapons Prohibited (HB 1935);
- Clarification 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 in a district parking area at Weapons Prohibited—Exceptions (SB 1566);
- Clarification at Electronic Communication regarding when an employee may use personal electronic platforms, applications, or accounts to communicate with students; to emphasize that electronic communications must comply with the ethical standards in the Educators' Code of Ethics; and to state that employees do not have an expectation of privacy in communications with students;
- Additional provisions at Electronic Communication to require an employee to report improper electronic communications by a student and to allow employees to choose whether to disclose a personal e-mail address or phone number to a student (SB 7);
- Acknowledgment that the district will notify a parent if an educator has engaged in certain misconduct with the student at Relationships With Students (SB 7); and

- Inclusion of the required notice of drug-free workplace provisions that were previously in a separate exhibit at DI.

Please note: It is critical to ensure that the district's employee and student handbook choices align with the district's policy provisions at Electronic Communication.

DHB (LEGAL) EMPLOYEE STANDARDS OF CONDUCT
REPORTS TO STATE BOARD FOR EDUCATOR CERTIFICATION

Revisions to this legally referenced policy on reports to the SBEC are from SB 7.

Provisions at Reportable Misconduct were reverted to the statutory text, as the revisions from SB 7 do not align with the existing Administrative Code rules.

The superintendent must complete an investigation of an educator that "involves evidence" that the educator may have had a romantic relationship or committed an unlawful act with a minor, even if the educator resigns. (See Investigation.) All deadlines for reporting to SBEC are now seven "business" days. (See Deadline to Report.)

At Notice—To the Board and Educator, a board must 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), below.

Newly added consequences for failing to report include administrative penalties, consisting of fines between $500 and $10,000, and, if the failure to report was based on an intent to conceal information, a criminal offense of a state jail felony. (See Sanctions for Failure to Report on page 3.)

Superintendents and principals have immunity for good faith reports to SBEC or for communications with other superintendents or principals about an educator’s criminal record or an alleged incident of misconduct.

Other changes are for clarification and to better reflect statutory wording.

DI (EXHIBIT) EMPLOYEE WELFARE

As explained at DH(LOCAL), above, the required notice of drug-free workplace is now included in local policy. As a result, this exhibit is recommended for deletion.

DMA (LEGAL) PROFESSIONAL DEVELOPMENT
REQUIRED STAFF DEVELOPMENT

Changes to this legally referenced policy on staff development are from multiple bills and address training on:

- Digital learning (from SB 1839; see Training Specifics—Educators);
- "Evidence-based" instruction of students with disabilities (from SB 1839; see Students with Disabilities);
- Various topics related to mental health, grief and trauma affecting student learning, and positive behavioral interventions and supports (from HB 4056 and SB 179; see Mental Health Support Programs); and

- Concussions, now provided by the Texas Department of Licensing and Regulation (from SB 1488; see Concussions).

Other revisions are to more closely track statutory wording.

Please note: SB 2039 addresses raising awareness and prevention of sex trafficking. The bill included training provisions for students and staff and a requirement for the commissioner and the Texas task force on human trafficking prevention to develop one or more sexual abuse and sex trafficking instructional modules that a school district may use in the district's health curriculum. The provisions of the bill have not been included in the policy manual because the bill was dependent on the 85th Legislature making an appropriation, which did not occur. However, preventing sex trafficking remains a priority for the state; TEA and the governor's office plan to share educator training on identifying risks and curriculum units for students at various grade levels. Helpful information on preventing sex trafficking is available on the Texas Attorney General's website and on TEA's website.

DNA (LEGAL) PERFORMANCE APPRAISAL
EVALUATION OF TEACHERS

Revisions at Confidentiality on page 3 are from SB 7 and clarify that confidential employment evaluation documents for teachers are not subject to disclosure under the Public Information Act. A district may give TEA these documents for an investigation.

The required components of teacher appraisal were revised as a result of amended commissioner rules. The changes delete references to specific student growth measures. (See Required Components on page 2.)

DNB (LEGAL) PERFORMANCE APPRAISAL
EVALUATION OF CAMPUS ADMINISTRATORS

Revisions at Confidentiality on page 6 are from SB 7 and clarify that confidential employment evaluation documents for administrators are not subject to disclosure under the Public Information Act. A district may give TEA these documents for an investigation.

DP (LEGAL) PERSONNEL POSITIONS

A principal must notify the superintendent no later than the seventh business day after the date of an educator's termination or resignation following an alleged incident of misconduct described at DHB(LEGAL) above or after obtaining information about an educator's criminal record. (See Principal's Report to Superintendent.)

EB (LEGAL) SCHOOL YEAR

HB 441 prohibits instruction on Memorial Day.

Please note that HB 2442 revised the provision requiring at least 75,600 minutes of instruction to instead require a district to operate for at least 75,600 minutes, including time allocated for instruction, intermissions, and student recesses. Because this change is effective with the 2018-19 school year, it will be included in a future update.

EC (LEGAL) SCHOOL DAY

This legally referenced policy regarding the school day has been updated to reflect citation changes.

Please note that legislative changes from HB 2442 repealing the Education Code provision stating that a school day shall be at least seven hours each day and deleting the provision defining a day of instruction as consisting of 420 minutes are effective with the 2018–19 school year and will be included in a future update.

EF (LEGAL) INSTRUCTIONAL RESOURCES

HB 3526 replaces "instructional materials" terminology with "technology and instructional materials."

EFA (LEGAL) INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

SB 810 replaces terminology regarding "open-source" materials with "open education resource" materials, as defined in the policy. In selecting instructional material each year, a district may consider open education resource instructional material. (See page 3.)

SB 801 updates the requirements for materials on the supplemental instructional materials list adopted by the SBOE. (See page 2.)

Other revisions are to better reflect statutory wording.

EHAA (LEGAL) BASIC INSTRUCTIONAL PROGRAM
REQUIRED INSTRUCTION (ALL LEVELS)

The school health advisory council's duties now include recommending instruction to prevent the use of e-cigarettes per SB 489. (See Duties, beginning on page 4.)

EHAD (LEGAL) BASIC INSTRUCTIONAL PROGRAM
ELECTIVE INSTRUCTION

In approving local credit courses for high school credit, HB 3593 requires the SBOE to approve courses in cybersecurity. (See page 3.)

EHB (LEGAL) CURRICULUM DESIGN
SPECIAL PROGRAMS

Beginning with the 2017–18 school year, HB 1886 requires school districts to conduct dyslexia screening at the end of the each student's kindergarten and first grade school years. (See Screening, Testing, and Identification.)

SB 1153 requires a district to provide annual notice to the parent of each child in general education to whom the district or school provides assistance for learning difficulties, including intervention strategies. Specific requirements for the notice and a definition of "intervention strategy" are included in the policy. (See Parental Notice of Assistance for Learning Difficulties.)

EHBAB (LEGAL) SPECIAL EDUCATION
ARD COMMITTEE AND INDIVIDUALIZED EDUCATION PROGRAM

Revised commissioner rules effective March 1, 2017, have been added at Failure To Reach Agreement and allow each member of the ARD committee who disagrees with the IEP to include a statement of disagreement in the IEP.

EHBAD (LEGAL) SPECIAL EDUCATION
TRANSITION SERVICES

The list of issues that the ARD committee must consider and address in individual transition planning for students receiving special education services was revised by HB 1886 and SB 748. The committee must annually review these transition planning issues and update the student's IEP if necessary. (See Individual Transition Planning.)

Regarding the transition and employment guide developed by TEA, these bills require a district to assist a student, if necessary, and provide a printed copy of the guide upon request by a student or parent, in addition to the existing requirements to post the guide on the district's website and provide parents with necessary assistance in accessing the guide. (See Transition and Employment Guide beginning on page 2.)

EHBAE (LEGAL) SPECIAL EDUCATION
PROCEDURAL REQUIREMENTS

Provisions at Transfer of Rights to Adult Students were revised by SB 748 and HB 1886 and apply with the 2018–19 school year. Under existing law, school districts must notify students in special education and their parents of the transfer of parental rights at least one year before the student turns 18. These bills require the notice to be in writing and to include certain information and resources that may enable the student to live independently. The student's IEP must include a statement that the district provided such notice, information, and resources. TEA must provide a model form for this notice requirement.

HB 1556 expands existing provisions in state law to implement the IDEA's requirement that a school district appoint a foster parent or surrogate parent to protect the rights of a child with a disability in the conservatorship of DFPS. (See Special Education Decision-Making for Children in Foster Care.)

EHBAF (LEGAL) SPECIAL EDUCATION
VIDEO/AUDIO MONITORING

This legally referenced policy on video cameras in self-contained classrooms or other special education settings has been revised in accordance with SB 1398, which:

- Clarifies that requests for video cameras must be in writing and that a request by a parent or staff member requires cameras to be placed only in the classrooms in which the parent's child is in regular attendance or to which the staff member is assigned;
- Requires each district to appoint an administrative coordinator;
- Defines who can make an authorized request for video cameras, including removing an individual trustee's right to make a request, and adds procedures for handling requests;

- Clarifies provisions that address recordings in bathroom areas to allow incidental recording of a minor portion of the bathroom or changing area due to the layout of the classroom or setting;
- Specifies that an instructional resource room is not a self-contained classroom and therefore is excluded from the locations eligible for cameras;
- Adds procedures for discontinuing operation of a camera during the school year;
- Shortens the retention period for recordings to three months, unless a request for viewing has been made;
- Clarifies confidentiality provisions;
- Revises requirements for board policy to 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 [see EHBAF(LOCAL), below]; and
- Provides for an expedited TEA review process of certain district decisions.

EHBAF (LOCAL) SPECIAL EDUCATION
VIDEO/AUDIO MONITORING

This local policy on video and audio monitoring of special education classrooms and other settings has been extensively revised in accordance with SB 1398 to include:

- The identification of the assistant superintendent as the administrator responsible for coordinating the provision of equipment to campuses **(contact the district's policy consultant if someone other than the assistant superintendent will be the coordinator)**;
- New provisions regarding when a parent may request that a video camera be placed in a classroom for the following year;
- For current year requests, reference to the specific procedures in law that must be followed;
- The new requirement that the district must provide a response to a request within seven business days;
- Reference to the time frames in law for installation and operation of a video camera and details on when operation of a camera 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 of education.

Please note: The policy continues to reflect the district’s decision to include the assistant superintendent in the list of administrators identified by the term “human resource staff member” at Confidentiality of Recordings.

EHBC (LEGAL) SPECIAL PROGRAMS
COMPENSATORY/ACCELERATED SERVICES

Multiple bills affect this legally referenced policy on compensatory services.

SB 1566 adds to the requirements for a required dropout prevention plan to include various items related to postsecondary success. (See Dropout Prevention Strategies beginning on page 2.)

HB 7 revises terminology regarding "foster group homes" to "cottage home operation, specialized child-care home, or general residential operation." (See Definition of High-Risk Student, item 13.)

HB 3706 adds the option to provide a dropout recovery education program online and allows a district, under the optional flexible school day program to enroll a student in an online dropout recovery program without having to provide for the same number of instructional hours as courses offered in traditional programs. (See Dropout Recovery Education Program on page 5 and Optional Flexible School Day Program on page 7.)

EHBG (LEGAL) SPECIAL PROGRAMS
PREKINDERGARTEN

HB 357 expands eligibility for free prekindergarten to children over the age of three who are the children of peace officers, firefighters, or emergency medical first responders eligible for a Star of Texas Award, which is given to first responders who are killed or seriously injured in the line of duty. (See Eligibility beginning on page 1.)

EHBK (LEGAL) SPECIAL PROGRAMS
OTHER INSTRUCTIONAL INITIATIVES

Under Mandatory Recognition Dates, Texas Military Heroes Day was added from SB 1901.

Two new optional recognition dates were added: Law Enforcement Appreciation Day is January 9 (HB 297) and Sexual Assault Awareness Month is in April (HB 822).

EHDD (LEGAL) ALTERNATIVE METHODS FOR EARNING CREDIT
COLLEGE COURSE WORK/DUAL CREDIT

Provisions at College Credit Program have been revised based on:

- SB 1091, which limits courses that may be designated as dual credit to those in the core curriculum of the public institution of higher education, a CTE course, or a foreign language course (see corresponding changes at Community College Jurisdiction); and
- HB 1638, which requires a dual credit program agreement between a district and an institution of public education to include the items listed in statute, including program goals aligned with the dual credit goals developed by TEA and THECB.

EHDE (LEGAL) ALTERNATIVE METHODS FOR EARNING CREDIT
DISTANCE LEARNING

At Student Eligibility, HB 587 adds military dependents to the list of students eligible for full-time enrollment in the Texas Virtual School Network (TXVSN).

EIE (LEGAL) ACADEMIC ACHIEVEMENT
RETENTION AND PROMOTION

When a student in special education fails to perform satisfactorily on a STAAR test in the grades 5 or 8, HB 657 requires the ARD committee to meet before a second STAAR test administration, and allows the committee to promote the student to the next grade level without a second test if the committee determines the student is making sufficient progress on the IEP goals. No later than September 1 of each school year, a district must notify the parent of each student enrolled in special education of the ARD committee's options under these provisions. (See Students Receiving Special Education Services beginning on page 9.)

EIF (LEGAL) ACADEMIC ACHIEVEMENT
GRADUATION

Rules on individual graduation committees that expired on September 1, 2017, have been deleted. As the Note in the policy indicates, the statutory provisions authorizing the use of these committees was extended to 2019.

EJ (LEGAL) ACADEMIC GUIDANCE PROGRAM

Higher education counseling for students who are or were previously in foster care must include information regarding the availability of education and training vouchers and tuition and fee waivers. When providing this information, the counselor must report to the student and the student's parent the number of times the counselor has provided the information to the student. The revisions are from SB 490 and HB 2537.

EJ (LOCAL) ACADEMIC GUIDANCE PROGRAM

This local policy is recommended for deletion from the district's policy manual, as it no longer aligns with current state guidance regarding the duties of a counselor.

EK (LEGAL) TESTING PROGRAMS

The previous requirement for a district to administer college preparation assessments, such as the ACT or the SAT, each school year is now discretionary under SB 825. (See College Preparation Assessments on page 2.)

As added by SB 1843, a district must provide students in grades 10–12 the opportunity to take the Armed Services Vocational Aptitude Battery test (ASVAB) and consult with a military recruiter. The test must be scheduled during normal school hours and at a time that optimizes student participation and limits conflict with extracurricular activities. The district must notify students and parents of the date, time, and location of the test. An alternative test may be administered if it meets certain requirements. (See pages 3–4.)

EKB (LEGAL) TESTING PROGRAMS
STATE ASSESSMENT

SB 463 extended the ability to use an individual graduation committee until September 1, 2019. Rules on individual graduation committees and substitute assessments that expired on September 1, 2017, have been deleted.

Citations have also been updated.

EL (LEGAL) CAMPUS CHARTERS

At Contract Regarding Operation of District Campus on page 7, SB 1882 allows a campus with an unacceptable accountability rating for the prior year to receive an exemption from intervention and to receive funding at the per-student level of an open enrollment charter school (OECS) if the district contracts for operation of the campus with either an OECS or with a campus or campus program charter.

Citations have also been updated.

FB (LEGAL) EQUAL EDUCATIONAL OPPORTUNITY

Revisions at Students with Learning Difficulties on page 2 are from SB 1153 and clarify that the written explanation developed by TEA about the options and requirements for providing assistance to students who have learning difficulties must state that a parent is entitled to request aids, accommodations, or services under Section 504.

FBA (LEGAL) EQUAL EDUCATIONAL OPPORTUNITY
SERVICE ANIMALS

At Penalties, item 2, we have added a reference to new requirements added by HB 1463 for a person to provide written notice to a district and allow the district an opportunity to resolve an alleged violation of Human Resources Code provisions prohibiting discrimination against persons with disabilities before filing an action against the district. This includes allegations relating to website accessibility.

FD (LEGAL) ADMISSIONS

HB 871 allows a parent to enter into an authorization agreement with an "adult caregiver" who may make certain school-related decisions. These agreements are for a term of six months and renew automatically with certain exceptions. (See Authorization Agreement beginning on page 4.)

Other revisions are from HB 1043, which permits certain individuals to seek a court order for the temporary authorization for care of a child, including to make certain school-related decisions. (See page 6.)

In accordance with HB 1569, a residential facility must provide certain information and records to a school district that provides educational services to a student placed in the facility. (See Residential Facility on page 10.)

FDAA (LEGAL) INTERDISTRICT TRANSFERS
PUBLIC EDUCATION GRANTS

At Eligible Students, HB 22 provides that a student is eligible for a public education grant (PEG) transfer if the student attends a district that has been assigned an unacceptable performance rating in the student achievement domain and the school progress domain.

FDB (LEGAL) ADMISSIONS
INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

At Students in Unacceptable Schools on page 4, HB 22 provides that a student is eligible to attend another school in the district in which the student resides if the student is assigned to a campus with an unacceptable performance rating in the student achievement domain and the school progress domain.

FEA (LEGAL) ATTENDANCE
COMPULSORY ATTENDANCE

A new excused absence for compulsory attendance, added by SB 1152, has been added at Enlistment in Armed Services beginning on page 5. A district must excuse a student who is 17 years of age or older from attending school for no more than four days to pursue military enlistment. A student not actually on campus because of such an absence when attendance is taken may be considered in attendance for funding purposes. The district must adopt policy and procedures to verify that the student's activities are related to pursuing enlistment. See FEA(LOCAL), below.

FEA (LOCAL) ATTENDANCE
COMPULSORY ATTENDANCE

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

FFAA (LEGAL) WELLNESS AND HEALTH SERVICES
PHYSICAL EXAMINATIONS

Notice to parents regarding lice is required by SB 1566. 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 not later than the fifth school day. The notices must include the recommendations of the Centers for Disease Control and Prevention for the treatment and prevention of lice. The notice to parents of a child assigned to the same classroom may not identify the child with lice. See page 6 and FFAA(LOCAL), below.

Revisions at Records, on page 3, are to reflect the current name of the University of Texas—Rio Grande Valley Border Health Office.

FFAA (LOCAL) WELLNESS AND HEALTH SERVICES
PHYSICAL EXAMINATIONS

Pursuant to SB 1566, the board must adopt a policy requiring a school nurse to provide parents with notice that a child enrolled in a district elementary school has lice. The notice must be provided within 48 hours to the parent of a child with lice and within five school days to the parent of a child assigned to the same classroom as the child with lice. Recommended text to meet this requirement has been added to this policy.

FFAB (LEGAL) WELLNESS AND HEALTH SERVICES
IMMUNIZATIONS

Immunization requirements have been clarified to refer to the grade levels specified in state rule.

FFAD (LEGAL) WELLNESS AND HEALTH SERVICES
COMMUNICABLE DISEASES

Detailed provisions requiring reporting of sexually transmitted diseases and HIV were replaced with references to the relevant legal authority.

FFB (LEGAL) STUDENT WELFARE
CRISIS INTERVENTION

HB 4056 and SB 179 added various mental health subject areas to the list of recommended best practice-based 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 behavior 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. If your district has policy provisions addressing these subjects, see FFB(LOCAL), below.

Provisions addressing staff training have been moved to DMA(LEGAL), above.

FFC (LEGAL) STUDENT WELFARE
STUDENT SUPPORT SERVICES

HB 928 requires each school district, in coordination with the Department of Family and Protective Services (DFPS), to facilitate the transition to higher education of each child enrolled in the district who is eligible for a tuition and fee waiver for foster children and who is likely to be in the conservatorship of DFPS on the day preceding the child's 18th birthday by assisting the child with the activities listed in the statute. (See Transition to Higher Education on page 3.)

FFEA (LEGAL) STUDENT ASSISTANCE PROGRAMS/COUNSELING
COMPREHENSIVE GUIDANCE PROGRAM

Without exempting a school counselor from any mandatory reporting requirements in other provisions of law, SB 179 requires a school counselor to serve as an impartial, non-reporting resource for interpersonal conflicts and discord involving two or more students, including accusations of bullying. (See School Counselor Duties.)

FFF (LEGAL) STUDENT WELFARE
STUDENT SAFETY

At 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.

The notice must inform the parent that the alleged misconduct occurred, whether the educator resigned or was terminated in light of an investigation, and whether a report was submitted to SBEC concerning the alleged misconduct. The notice of alleged misconduct must be provided as soon as feasible after the district becomes aware that the alleged misconduct may have occurred. See FFF(LOCAL), below.

Definitions have been updated as a result of SB 179.

FFF (LOCAL) STUDENT WELFARE
STUDENT SAFETY

Based on SB 7 and as described at FFF(LEGAL), above, the district must have a policy 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 the State Board for Educator Certification.

The recommended policy provides the definition of misconduct, along with 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.

FFG (LEGAL) STUDENT WELFARE
CHILD ABUSE AND NEGLECT

Minor revisions from HB 249 and SB 11 include a reference to the Family Code, where terms regarding JJAEPs are defined. (See JJAEPs on page 3.)

FFI (LEGAL) STUDENT WELFARE
FREEDOM FROM BULLYING

This legally referenced policy on bullying has been significantly revised by SB 179, also known as "David's Law." Changes include:

- Clarification and expansion of the definition of bullying, which includes cyberbullying, and provisions explaining the applicability of the definitions;
- Revisions regarding what must be included in the required board-adopted policy, to include 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) STUDENT WELFARE
FREEDOM FROM BULLYING

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

- Removal of the definition of bullying in lieu of a pointer to the revised statutory definition;
- Emphasis, at Examples, that bullying can occur through electronic means;
- New provisions addressing anonymous reporting procedures for students;
- New provisions requiring the district to notify, within the time frames in law, parents of students who are alleged victims or are alleged to have engaged in bullying (see Notice of Report); and
- Acknowledgment that the district may notify law enforcement of the conduct in certain circumstances (see District Action).

In addition, the text at Prohibited Conduct has been aligned with the definition of that term in FFH(LOCAL) to include "sex."

FL (LEGAL) STUDENT RECORDS

At Access by Parents on page 6, SB 1153 gives a parent the right to access all written records related to assistance provided to the parent's child for learning difficulties, including any intervention strategies used with the child.

Text at Screening Records, beginning on page 2, was revised to reflect the current name of the University of Texas—Rio Grande Valley Border Health Office.

Other changes were to better reflect statutory wording.

FM (LEGAL) STUDENT ACTIVITIES

HB 3024 provides that a licensed chiropractor is one of the listed individuals who is permitted to determine that a student may have sustained a concussion. (See Removal from Play on page 3.)

At Special Olympics Recognition, on page 12, is a new provision from HB 1645 requiring a district that allows high school students to earn a letter for academic, athletic, or extracurricular achievements to also allow students to earn a letter on the basis of participation in a Special Olympics event.

FNCG (LEGAL) STUDENT CONDUCT
WEAPONS

HB 1935 amends references to an "illegal knife" to refer instead to a "location-restricted knife," defined as a knife with a blade of over five and one-half inches. The bill also creates a new Class C misdemeanor related to a location-restricted knife. (See page 2.)

Beginning on page 2, the list of prohibited weapons was revised by two bills.

- HB 1819 adds detail about firearm silencers (item 4) and clarification about the circumstances under which possession of some of the prohibited weapons do not constitute an offense under the Penal Code.
- HB 913 adds improvised explosive devices to the list (item 10).

FNCH (LEGAL) STUDENT CONDUCT
ASSAULTS

This legally referenced policy is recommended for deletion. Relevant provisions and definitions regarding assault are included in the *Model Student Code of Conduct*.

FNG (LEGAL) STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

SB 1566 revises provisions at Complaint Procedures to state that a board is not required to address a complaint concerning a student's participation in an extracurricular activity that does not involve a violation of a right guaranteed by Texas Education Code Chapter 26. This provision does not affect a claim brought by a parent under the IDEA.

FO (LEGAL) STUDENT DISCIPLINE

As described below at GKA(LEGAL), SB 1553 authorizes administrators, school resource officers, and district police officers to refuse entry to or eject a person from property under the district's control under certain circumstances and requires a district's Student Code of Conduct to include an explanation of this provision.

Other revisions are to better reflect statutory wording.

FOB (LEGAL) STUDENT DISCIPLINE
OUT-OF-SCHOOL SUSPENSION

HB 674 prohibits out-of-school suspension of students below third grade except for certain serious offenses and provides criteria for an optional positive behavior program for students in these grades.

FOC (LEGAL) STUDENT DISCIPLINE
PLACEMENT IN A DISCIPLINARY ALTERNATIVE EDUCATION SETTING

Multiple bills affected the list of Title 5 felonies, beginning on page 2.

- SB 1232 added Bestiality (item 13).
- HB 2552 revised the offense of Unlawful Disclosure or Promotion of Intimate Visual Material from a misdemeanor to a felony (item 17).
- HB 1808 added Sexual Coercion (item 19).
- HB 2908 revised the Penal Code definition of Assault (item 20) and Terroristic Threat (item 27).
- SB 1576 revised the name of the offense of Harassment by Persons in Certain Facilities or of Public Servant (item 30).

In accordance with SB 179, a student may be placed in DAEP for engaging in bullying that encourages a student to commit or attempt to commit suicide, for inciting violence against a student through group bullying, or for releasing or threatening to release intimate visual material of a minor or of an adult student without the student's consent. (See Bullying on page 5.)

FOCA (LEGAL) PLACEMENT IN A DISCIPLINARY ALTERNATIVE EDUCATION SETTING
DISCIPLINARY ALTERNATIVE EDUCATION PROGRAM OPERATIONS

Revisions to this policy are to better reflect statutory wording.

FOD (LEGAL) STUDENT DISCIPLINE
EXPULSION

In accordance with SB 179, a student may be expelled for engaging in bullying that encourages a student to commit or attempt to commit suicide, for inciting violence against a student through group bullying, or for releasing or threatening to release intimate visual material of a minor or of an adult student without the student's consent. (See Bullying on page 4.)

FP (LEGAL) STUDENT FEES, FINES, AND CHARGES

This legally referenced policy on student fees, fines, and, charges has been updated to better match statutory wording.

G (LEGAL) COMMUNITY AND GOVERNMENTAL RELATIONS

We have revised the G section table of contents to revise the title of GKC to Visitors.

GBA (LEGAL) PUBLIC INFORMATION PROGRAM
ACCESS TO PUBLIC INFORMATION

Revisions from SB 7 clarify that confidential teacher and administrator evaluations are not subject to disclosure under the Public Information Act. (See Evaluations on page 6.)

SB 532 and HB 1861 add to the security information that is confidential to address information directly arising from a board's routine efforts to prevent, detect, investigate, or mitigate a computer security incident, including information contained in or derived from an information security log. (See Security Information beginning on page 9.)

GBAA (LEGAL) INFORMATION ACCESS
REQUESTS FOR INFORMATION

HB 3107 provides that a Public Information Act request is considered withdrawn if the requestor fails to inspect or copy the information on or before the 60th day after the date the information is made available or fails to pay the postage and any other applicable charges on or before the 60th day after the date the requestor is informed of the charges. (See Time for Examination on page 5.)

In determining a statement of the labor costs for a request, a district may treat as a single request all requests received in one calendar day from an individual. The district may not combine multiple requests from separate individuals made on behalf of an organization. (See Statement of Labor Costs on page 12.)

At Large or Frequent Requests, beginning on page 17, HB 3107 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. Certain exceptions apply, and additional detail about estimates and acceptance of charges is in the policy.

GBAA (LOCAL) INFORMATION ACCESS
REQUESTS FOR INFORMATION

HB 3107 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. As reflected in the recommended revisions to this policy, in addition to the 36-hour yearly limit, the board may establish a monthly limit of not less than 15 hours, after which the district shall begin charging for personnel time.

GKA (LEGAL) COMMUNITY RELATIONS
CONDUCT ON SCHOOL PREMISES

New provisions at Trespass 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 any person; or
- Behaves in a manner inappropriate for the school setting, an administrator or officer issues the individual a verbal warning, and the individual persists in the behavior.

The new law requires website notices regarding these provisions and for the district to record verbal warnings given, including the individual's name and the date. Upon ejection or exclusion, the district must provide the individual with a written explanation of the appeal process. Ejection or exclusion may not last more than two years. The commissioner of education has rulemaking authority to implement this new law.

In addition to SB 1553, several other bills affect this policy.

- At Possession of Weapons, beginning on page 5, HB 1935 replaced references to an "illegal knife" with "location-restricted knife" and adds a new felony offense for possessing a location-restricted knife at a high school sporting event.
- Texas Penal Code section 46.03 (places weapons prohibited) does not apply to volunteer emergency personnel who are licensed to carry a handgun and who are engaged in providing emergency services. (See Excepted Persons beginning on page 6.)
- 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. (See Transportation or Storage of Firearm in School Parking Area on page 7.)
- HB 435 limits the liability of a district if a volunteer emergency services personnel who is licensed to carry discharges a handgun. (See page 7.)
- HB 2880 creates a Class A misdemeanor if a person threatens to exhibit or use a firearm on school property or a school bus but does not actually possess a firearm. (See Exhibition of Firearm beginning on page 7.)

GKA (LOCAL) COMMUNITY RELATIONS
CONDUCT ON SCHOOL PREMISES

As described above at GKA(LEGAL), SB 1553 authorizes administrators, school resource officers, and district police officers to refuse entry to or eject a person from property under the district's control under certain circumstances. Recommended text has been added to this policy to address the new law, along with clarification that district personnel may request assistance from law enforcement in an emergency or when a person is engaging in criminal conduct.

At Weapons–Exceptions, a recommended revision clarifies that the district's policy prohibiting unlawful possession of a firearm on district property is not violated when an individual with a handgun license stores an unloaded gun that is not in plain view in a locked vehicle.

GKB (LEGAL) COMMUNITY RELATIONS
ADVERTISING AND FUNDRAISING

SB 2006 amends provisions relating to erecting or maintaining certain outdoor commercial signs regulated by the Texas Department of Transportation.

GKC (LEGAL) COMMUNITY RELATIONS
VISITORS

SB 1553 requires a registered sex offender to provide notice to the campus administrative office when the sex offender enters the premises "during the standard operating hours of the school." Premises includes buildings and the grounds, driveways, parking lots, and sidewalks of the campus. The administration may require that the sex offender be chaperoned while on campus. Certain exceptions apply, including when the campus and sex offender have a written agreement that exempts the sex offender from these requirements. (See Notice of Entry onto School Premises.)

HB 1111 addresses ordinances in general-law municipalities establishing prohibitions for persons who have committed a sexual offense with a child victim to be within a specified distance of a child safety zone. The new provision also explains when these individuals may be within an otherwise prohibited location. (See page 2.)

As added by SB 1843, a district must provide students in grades 10–12 the opportunity to take the Armed Services Vocational Aptitude Battery test (ASVAB) and consult with a military recruiter.

GKC (LOCAL) COMMUNITY RELATIONS
VISITORS

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

GKE (LEGAL) COMMUNITY RELATIONS
BUSINESS , CIVIC, AND YOUTH GROUPS

Beginning with the 2017–18 school year, SB 1566 requires a board to adopt a policy that allows a campus principal to provide representatives of a patriotic society with the opportunity to speak to students during regular school hours about membership benefits. A patriotic society means a youth membership organization with an educational purpose that promotes patriotism and civic involvement. The board 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. See GKE(LOCAL), below.

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

This local policy is recommended for inclusion in the district's policy manual to satisfy the requirement in SB 1566 for a board policy allowing a principal to provide a representative of a patriotic society an opportunity to speak to students during the school day. The policy must give the principal discretion over the date and time and allow the principal to limit the opportunity to a single school day and to limit the presentation to ten minutes. The statute requires the board to adopt the policy by the beginning of each school year, and it is our understanding that continuing implementation of a previously-adopted policy would meet that requirement.

GKG (LEGAL) COMMUNITY RELATIONS
SCHOOL VOLUNTEER PROGRAM

The state agency that develops courses on concussions in conjunction with the UIL was changed by SB 1488 from the Texas Department of State Health Services Advisory Board of Athletic Trainers to the Texas Department of Licensing and Regulation.

GRAA (LEGAL) STATE AND LOCAL GOVERNMENTAL AUTHORITIES
LAW ENFORCEMENT AGENCIES

SB 179 authorizes a principal or another employee other than the counselor to report to a school district police department or local law enforcement if, after an investigation, the employee has reasonable grounds to believe that a student engaged in conduct that constitutes criminal assault or criminal harassment by repeated electronic communication. (See Report of Conduct Constituting Assault or Harassment, beginning on page 1.)

Board Continued Education Report 2017

Name	Tier One		Tier Two	Tier Three	Status
	Local Orientation* Enter date completed	**Education Code Orientation or Update** Enter date completed	**Team-Building and Assessment** Enter date entire team completed	**Continuing Education in Assessed Needs** Enter hours completed since January 1, 2017	
Nancy Alana	NA	Met Requirements	Met Requirements	Exceeded Requirements	Exceeded
Barbara Herrington	NA	Met Requirements	Met Requirements	Exceeded Requirements	Exceeded
Mark Jackson	NA	Met Requirements	Met Requirements	Exceeded Requirements	Exceeded
Micky Shearon	NA	Met Requirements	Met Requirements	Exceeded Requirements	Exceeded
Chris Tackett	NA	Met Requirements	Met Requirements	Exceeded Requirements	Exceeded
Barbara Townsend	NA	Met Requirements	Met Requirements	Exceeded Requirements	Exceeded
Rhonda Rezsofi	Met Requirements	Met Requirements	Met Requirements	Exceeded Requirements	Exceeded

* *Applicable for first year board members only*

Texas Association of School Boards
Continuing Education Credit Report Service

Granbury ISD - District # 111901
Nancy Alana - ID # 030227
1/1/2017 to 11/13/2017

Tier 1 - Orientation		Date earned		Hours earned
TASB Provided				
Post Legislative Conference - 2017	Varies			
Update to the Texas Education Code (Tier 1)		6/21/2017	05:30 - 08:00 PM	2.50
			Total Hours for **Tier 1**	**2.50**

Tier 2 - Team Building		Date earned		Hours earned
Other Training				
Non-TASB Provided Training				
Team of 8 Training		8/21/2017		3.00
			Total Hours for **Tier 2**	**3.00**

Tier 3 - Board Development		Date earned		Hours earned
TASB Provided				
Summer Leadership Institute Fort Worth - 2017	Fort Worth, TX			
Thursday General Session - Sam Glenn		6/22/2017	08:00 - 09:15 AM	1.00
Board Officers' Duties and Responsibilities (BOA)		6/22/2017	09:45 - 12:30 PM	2.50
Leading a Team (Board Officers Academy)		6/22/2017	01:45 - 03:00 PM	1.25
Art and Science of eXceptional Governance: Perspective		6/22/2017	03:30 - 04:45 PM	1.25
Friday General Session		6/23/2017	08:00 - 09:15 AM	1.00
The Meeting Experience Part I: Practical Parliamentary (BOA)		6/23/2017	09:30 - 12:30 PM	2.50
The Meeting Experience Part 2: Effective Facilitation (BOA)		6/23/2017	01:45 - 04:30 PM	2.50
			Total Hours for **Tier 3**	**12.00**

Total hours for Nancy Alana - 1/1/2017 to 11/13/2017 **17.50**

ATTN Board Members: Because your district, not TASB, is the official keeper of record for your continuing education credits, you should report any errors or missing training credits to your superintendent's secretary rather than to TASB.

ATTN District Personnel: If you have revisions or additions to the training detail contained in this report, please follow the instructions below.

1. If information already listed on the report needs to be revised, the district recordkeeper should mark the necessary change on the report itself and fax it to TASB. Please allow 30 days for TASB to post the changes.

2. If TASB training took place that is not listed on the report and it has been at least 30 days since the training, the recordkeeper should fax TASB a copy of the certificate or credit/scantron form provided at the event. If training documentation has been lost, fax TASB the name of the board member, name and date of the event, name of each session attended and the number of credit hours earned for each session. Please allow 30 days for TASB to post the changes.

3. If non-TASB training took place that is not listed on the report, the recordkeeper should submit the credit on-line.

E-Mail: cec@tasb.org **TASB Main Number: 800-580-8272 ext. 2454** **Fax: 512-467-3642**

Please note: This report is provided as a TASB member service. Official recordkeeping of Board Member continuing education credit is the responsibility of the district.

Texas Association of School Boards
Continuing Education Credit Report Service

Granbury ISD - District # 111901
Barbara Herrington - ID # 053793
1/1/2017 to 11/13/2017

Tier 1 - Orientation		Date earned		Hours earned
TASB Provided				
Post Legislative Conference - 2017	Varies			
Update to the Texas Education Code (Tier 1)		6/21/2017	05:30 - 08:00 PM	2.50
			Total Hours for **Tier 1**	**2.50**

Tier 2 - Team Building		Date earned		Hours earned
Other Training				
Non-TASB Provided Training				
Team of 8 Training		8/21/2017		3.00
			Total Hours for **Tier 2**	**3.00**

Tier 3 - Board Development		Date earned		Hours earned
TASB Provided				
Spring Workshop - Stephenville - 2017	Stephenville, TX			
Social Media Advocacy		4/27/2017	05:30 - 06:30 PM	1.00
News from the 85th Legislature		4/27/2017	06:50 - 07:50 PM	1.00
Top 10 Things to Know about Risk Management before Disaster Strikes		4/27/2017	08:00 - 09:00 PM	1.00
Summer Leadership Institute Fort Worth - 2017	Fort Worth, TX			
Thursday General Session - Sam Glenn		6/22/2017	08:00 - 09:15 AM	1.00
Redefining Readiness in Your District		6/22/2017	09:45 - 11:00 AM	1.25
When Passion Meets Preparation: Ten Labor Market...		6/22/2017	11:15 - 12:30 PM	1.25
Leading a Team (Board Officers Academy)		6/22/2017	01:45 - 03:00 PM	1.25
Taking Governance to the Next Level		6/22/2017	03:30 - 04:45 PM	1.25
Friday General Session		6/23/2017	08:00 - 09:15 AM	1.00
Longview Incentives for Teachers(LIFT): Show Teachers..		6/23/2017	09:30 - 10:45 AM	1.25
Imagine a World with No Summer Slide		6/23/2017	11:15 - 12:30 PM	1.25
Leadership: It's a "Verb"		6/23/2017	01:45 - 03:00 PM	1.25
The Stipend is Right		6/23/2017	03:15 - 04:30 PM	1.25
			Total Hours for **Tier 3**	**15.00**

Total hours for Barbara Herrington - 1/1/2017 to 11/13/2017 **20.50**

Please note: This report is provided as a TASB member service. Official recordkeeping of Board Member continuing education credit is the responsibility of the district.

Texas Association of School Boards
Continuing Education Credit Report Service

Granbury ISD - District # 111901
Mark Jackson - ID # 074422
1/1/2017 to 11/13/2017

Tier 1 - Orientation		Date earned		Hours earned
TASB Provided				
Post Legislative Conference - 2017	Varies			
Update to the Texas Education Code (Tier 1)		6/21/2017	05:30 - 08:00 PM	2.50
			Total Hours for **Tier 1**	**2.50**

Tier 2 - Team Building		Date earned		Hours earned
Other Training				
Non-TASB Provided Training				
Team of 8 Training		8/21/2017		3.00
			Total Hours for **Tier 2**	**3.00**

Tier 3 - Board Development		Date earned		Hours earned
TASB Provided				
Spring Workshop - Stephenville - 2017	Stephenville, TX			
Social Media Advocacy		4/27/2017	05:30 - 06:30 PM	1.00
News from the 85th Legislature		4/27/2017	06:50 - 07:50 PM	1.00
Top 10 Things to Know about Risk Management before Disaster Strikes		4/27/2017	08:00 - 09:00 PM	1.00
Summer Leadership Institute Fort Worth - 2017	Fort Worth, TX			
Thursday General Session - Sam Glenn		6/22/2017	08:00 - 09:15 AM	1.00
Redefining Readiness in Your District		6/22/2017	09:45 - 11:00 AM	1.25
ESSA Update		6/22/2017	11:15 - 12:30 PM	1.25
Immigration Enforcement and the Public Schools		6/22/2017	01:45 - 03:00 PM	1.25
Managing Risk through Internal Audit		6/22/2017	03:30 - 04:45 PM	1.25
Friday General Session		6/23/2017	08:00 - 09:15 AM	1.00
The Future of Education		6/23/2017	09:30 - 10:45 AM	1.25
Our Great Responsibility: Creating a Better Future		6/23/2017	11:15 - 12:30 PM	1.25
Leadership: It's a "Verb"		6/23/2017	01:45 - 03:00 PM	1.25
Achieving Growth through Innovation		6/23/2017	03:15 - 04:30 PM	1.25
			Total Hours for **Tier 3**	**15.00**

Total hours for Mark Jackson - 1/1/2017 to 11/13/2017 **20.50**

Please note: This report is provided as a TASB member service. Official recordkeeping of Board Member continuing education credit is the responsibility of the district.

Texas Association of School Boards
Continuing Education Credit Report Service

Granbury ISD - District # 111901
Rhonda Rezsofi - ID # 100506
1/1/2017 to 11/13/2017

Tier 2 - Team Building		Date earned		Hours earned
Other Training				
Non-TASB Provided Training				
Team of 8 Training		8/21/2017		3.00
		Total Hours for **Tier 2**		**3.00**

Tier 3 - Board Development		Date earned		Hours earned
TASB Provided				
TASA/TASB Legislative Conference - 2017	Austin, TX			
Legislative Conference		2/21/2017		3.00
Post Legislative Conference - 2017	Varies			
Overview of the 85th Legislative Session (Tier 3)		6/21/2017	05:30 - 08:00 PM	2.50
Summer Leadership Institute Fort Worth - 2017	Fort Worth, TX			
Friday General Session		6/23/2017	08:00 - 09:15 AM	1.00
School Law Basics (TASB ISD)		6/23/2017	09:30 - 10:45 AM	1.25
Shape Your District's Culture in 100 Days		6/23/2017	11:15 - 12:30 PM	1.25
School Trustees Actively Advocating for Public Ed		6/23/2017	01:45 - 03:00 PM	1.25
TASA/TASB Convention - 2017	Dallas, TX			
District of Innovation: After the Plan		10/6/2017	08:45 - 09:45 AM	1.00
Catching Up With the Texas Legislature (Tier 3)		10/6/2017	10:15 - 11:15 AM	1.00
School Board Advisory Network (SBAN) Luncheon		10/6/2017	11:30 - 01:00 PM	1.00
Texas School Finance: Where Are We Now and What Do We Do?		10/6/2017	02:15 - 03:15 PM	1.00
First General Session - John Quinones		10/6/2017	04:00 - 05:30 PM	1.00
TASB Delegate Assembly - Caucus Lunch		10/7/2017	12:30 - 01:45 PM	0.50
TASB Delegate Assembly		10/7/2017	02:00 - 04:00 PM	1.00
		Total Hours for **Tier 3**		**16.75**

Total hours for Rhonda Rezsofi - 1/1/2017 to 11/13/2017 **19.75**

ATTN Board Members: Because your district, not TASB, is the official keeper of record for your continuing education credits, you should report any errors or missing training credits to your superintendent's secretary rather than to TASB.

ATTN District Personnel: If you have revisions or additions to the training detail contained in this report, please follow the instructions below.

1. If information already listed on the report needs to be revised, the district recordkeeper should mark the necessary change on the report itself and fax it to TASB. Please allow 30 days for TASB to post the changes.

2. If TASB training took place that is not listed on the report and it has been at least 30 days since the training, the recordkeeper should fax TASB a copy of the certificate or credit/scantron form provided at the event. If training documentation has been lost, fax TASB the name of the board member, name and date of the event, name of each session attended and the number of credit hours earned for each session. Please allow 30 days for TASB to post the changes.

3. If non-TASB training took place that is not listed on the report, the recordkeeper should submit the credit on-line.

E-Mail: cec@tasb.org **TASB Main Number: 800-580-8272 ext. 2454** **Fax: 512-467-3642**

Please note: This report is provided as a TASB member service. Official recordkeeping of Board Member continuing education credit is the responsibility of the district.

Texas Association of School Boards
Continuing Education Credit Report Service

Granbury ISD - District # 111901
Micky Shearon - ID # 037692
1/1/2017 to 11/13/2017

Tier 1 - Orientation		**Date earned**		**Hours earned**
Other Training				
Non-TASB Provided Training				
Update to Texas Education Code		11/13/2017		2.50
		Total Hours for **Tier 1**		**2.50**

Tier 2 - Team Building		**Date earned**		**Hours earned**
Other Training				
Non-TASB Provided Training				
Team of 8 Training		8/21/2017		3.00
		Total Hours for **Tier 2**		**3.00**

Tier 3 - Board Development		**Date earned**		**Hours earned**
TASB Provided				
Summer Leadership Institute Fort Worth - 2017	Fort Worth, TX			
Point/Counterpoint		6/22/2017	11:15 - 12:30 PM	1.25
Immigration Enforcement and the Public Schools		6/22/2017	01:45 - 03:00 PM	1.25
Managing Risk through Internal Audit		6/22/2017	03:30 - 04:45 PM	1.25
On the Porch: Conversations with Your Neighbors		6/23/2017	09:30 - 10:45 AM	1.25
On the Porch: Conversations with Your Neighbors		6/23/2017	11:15 - 12:30 PM	1.25
Public Private Partnerships: The K-12 Funding Gap		6/23/2017	01:45 - 03:00 PM	1.25
		Total Hours for **Tier 3**		**7.50**

Total hours for Micky Shearon - 1/1/2017 to 11/13/2017 **13.00**

ATTN Board Members: Because your district, not TASB, is the official keeper of record for your continuing education credits, you should report any errors or missing training credits to your superintendent's secretary rather than to TASB.

ATTN District Personnel: If you have revisions or additions to the training detail contained in this report, please follow the instructions below.

1. If information already listed on the report needs to be revised, the district recordkeeper should mark the necessary change on the report itself and fax it to TASB. Please allow 30 days for TASB to post the changes.

2. If TASB training took place that is not listed on the report and it has been at least 30 days since the training, the recordkeeper should fax TASB a copy of the certificate or credit/scantron form provided at the event. If training documentation has been lost, fax TASB the name of the board member, name and date of the event, name of each session attended and the number of credit hours earned for each session. Please allow 30 days for TASB to post the changes.

3. If non-TASB training took place that is not listed on the report, the recordkeeper should submit the credit on-line.

E-Mail: cec@tasb.org **TASB Main Number: 800-580-8272 ext. 2454** **Fax: 512-467-3642**

Please note: This report is provided as a TASB member service. Official recordkeeping of Board Member continuing education credit is the responsibility of the district.

Texas Association of School Boards
Continuing Education Credit Report Service

Granbury ISD - District # 111901
Chris Tackett - ID # 087017
1/1/2017 to 11/13/2017

Tier 1 - Orientation		Date earned		Hours earned
TASB Provided				
Post Legislative Conference - 2017	Varies			
Update to the Texas Education Code (Tier 1)		6/21/2017	05:30 - 08:00 PM	2.50
			Total Hours for **Tier 1**	**2.50**

Tier 2 - Team Building		Date earned		Hours earned
Other Training				
Non-TASB Provided Training				
Team of 8 Training		8/21/2017		3.00
			Total Hours for **Tier 2**	**3.00**

Tier 3 - Board Development		Date earned		Hours earned
TASB Provided				
Summer Leadership Institute Fort Worth - 2017	Fort Worth, TX			
Thursday General Session - Sam Glenn		6/22/2017	08:00 - 09:15 AM	1.00
Money Matters: Your School District Compensation...		6/22/2017	09:45 - 11:00 AM	1.25
When Passion Meets Preparation: Ten Labor Market...		6/22/2017	11:15 - 12:30 PM	1.25
Beyond the Gossip Mill: Employee Opinion Surveys		6/22/2017	01:45 - 03:00 PM	1.25
Is the Grass Always Greener? Attracting and Retain...		6/22/2017	03:30 - 04:45 PM	1.25
			Total Hours for **Tier 3**	**6.00**

Total hours for Chris Tackett - 1/1/2017 to 11/13/2017 **11.50**

ATTN Board Members: Because your district, not TASB, is the official keeper of record for your continuing education credits, you should report any errors or missing training credits to your superintendent's secretary rather than to TASB.

ATTN District Personnel: If you have revisions or additions to the training detail contained in this report, please follow the instructions below.

1. If information already listed on the report needs to be revised, the district recordkeeper should mark the necessary change on the report itself and fax it to TASB. Please allow 30 days for TASB to post the changes.

2. If TASB training took place that is not listed on the report and it has been at least 30 days since the training, the recordkeeper should fax TASB a copy of the certificate or credit/scantron form provided at the event. If training documentation has been lost, fax TASB the name of the board member, name and date of the event, name of each session attended and the number of credit hours earned for each session. Please allow 30 days for TASB to post the changes.

3. If non-TASB training took place that is not listed on the report, the recordkeeper should submit the credit on-line.

E-Mail: cec@tasb.org **TASB Main Number: 800-580-8272 ext. 2454** **Fax: 512-467-3642**

Please note: This report is provided as a TASB member service. Official recordkeeping of Board Member continuing education credit is the responsibility of the district.

Texas Association of School Boards
Continuing Education Credit Report Service

Granbury ISD - District # 111901
Barbara Townsend - ID # 090696
1/1/2017 to 11/13/2017

Tier 1 - Orientation		**Date earned**		**Hours earned**
Other Training				
Non-TASB Provided Training				
Update to Texas Education Code		9/28/2017		2.00
		Total Hours for **Tier 1**		**2.00**

Tier 2 - Team Building		**Date earned**		**Hours earned**
Other Training				
Non-TASB Provided Training				
Team of 8 Training		8/21/2017		3.00
		Total Hours for **Tier 2**		**3.00**

Tier 3 - Board Development		**Date earned**		**Hours earned**
TASB Provided				
Spring Workshop - Stephenville - 2017	Stephenville, TX			
Social Media Advocacy		4/27/2017	05:30 - 06:30 PM	1.00
News from the 85th Legislature		4/27/2017	06:50 - 07:50 PM	1.00
Top 10 Things to Know about Risk Management before Disaster Strikes		4/27/2017	08:00 - 09:00 PM	1.00
Summer Leadership Institute Fort Worth - 2017	Fort Worth, TX			
Thursday General Session - Sam Glenn		6/22/2017	08:00 - 09:15 AM	1.00
4th Annual SLI Book Study: Homework Required		6/22/2017	09:45 - 11:00 AM	1.25
When Passion Meets Preparation: Ten Labor Market...		6/22/2017	11:15 - 12:30 PM	1.25
Art and Science of eXceptional Governance:What we Know		6/22/2017	01:45 - 03:00 PM	1.25
Art and Science of eXceptional Governance: Perspective		6/22/2017	03:30 - 04:45 PM	1.25
Friday General Session		6/23/2017	08:00 - 09:15 AM	1.00
Art and Science of eXceptional Governance: The Power...		6/23/2017	09:30 - 10:45 AM	1.25
Art and Science of eXceptional Governance: Goals & Goal		6/23/2017	11:15 - 12:30 PM	1.25
School Trustees Actively Advocating for Public Ed		6/23/2017	01:45 - 03:00 PM	1.25
Achieving Growth through Innovation		6/23/2017	03:15 - 04:30 PM	1.25
		Total Hours for **Tier 3**		**15.00**

Total hours for Barbara Townsend - 1/1/2017 to 11/13/2017 **20.00**

Please note: This report is provided as a TASB member service. Official recordkeeping of Board Member continuing education credit is the responsibility of the district.

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: November 13, 2017
For: Information

TO: Dr. James Largent, Superintendent

FROM: Dobie Williams
DATE: November 7, 2017
RE: October 31, 2017
Financial Statements

SUMMARY:

Attached are the financial statements for the period ended October 31, 2017 for the general operating fund.

The statement for the period ended October 31, 2017, includes only those transactions that occurred between the period of September 1, 2017, and October 31, 2017. Revenue collected to date equals 5.00% of the budgeted amount compared to 3.96% last year. Expenditures to date represent 17.04% of the budget compared to 16.84% last year.

Respectfully submitted,

Assistant Superintendent for Finance and Operations

Staff Persons Responsible: Dobie Williams
Emmett Whitefield

Date Submitted: November 7, 2017

GRANBURY INDEPENDENT SCHOOL DISTRICT
GENERAL OPERATING FUND - SORTED BY FUNCTION CODE
INTERIM STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDED OCTOBER 31, 2017

		ANNUAL BUDGET	YTD ACTUAL	REMAINING BALANCE	YTD PERCENT	PRIOR YTD PERCENT
REVENUES						
5700	LOCAL					
	PROPERTY TAXES	56,783,907	292,766	56,491,141	0.52%	0.50%
	INVESTMENT INCOME	180,000	3,129	176,871	1.74%	14.75%
	OTHER LOCAL INCOME	421,482	143,199	278,283	33.98%	21.16%
5800	STATE					
	STATE FUNDING	6,656,433	2,712,902	3,943,531	40.76%	23.46%
5900	FEDERAL					
	FEDERAL PROJECTS	860,000	93,703	766,297	10.90%	2.02%
	TOTAL REVENUES	**64,901,822**	**3,245,699**	**61,656,123**	**5.00%**	**3.96%**
EXPENDITURES						
11	INSTRUCTION	34,230,526	5,681,779	28,548,747	16.60%	16.72%
12	INSTRUCTIONAL RESOURCES & MEDIA	748,645	112,779	635,866	15.06%	15.65%
13	CURRICULUM & STAFF DEVELOPMENT	875,509	133,851	741,658	15.29%	15.46%
21	INSTRUCTIONAL LEADERSHIP	659,522	105,527	553,995	16.00%	16.22%
23	SCHOOL LEADERSHIP	3,530,092	552,273	2,977,819	15.64%	16.50%
31	GUIDANCE/COUNSELING	2,678,284	454,841	2,223,444	16.98%	17.19%
32	SOCIAL WORK SERVICES	65,000	64,648	352	99.46%	99.46%
33	HEALTH SERVICES	435,256	78,288	356,968	17.99%	13.78%
34	TRANSPORTATION	3,356,050	1,021,894	2,334,156	30.45%	16.83%
35	FOOD SERVICE	0	0	0	0.00%	0.00%
36	CO-CURRICULAR/EXTRACURRICULAR	1,988,077	344,779	1,643,298	17.34%	18.91%
41	GENERAL ADMINISTRATION	2,309,792	385,981	1,923,811	16.71%	17.31%
51	PLANT MAINTENANCE	6,119,202	1,646,978	4,472,224	26.91%	24.71%
52	SECURITY & MONITORING SERVICES	290,669	59,118	231,551	20.34%	22.83%
53	DATA PROCESSING	1,312,453	405,454	906,999	30.89%	25.76%
61	COMMUNITY EDUCATION	107,881	8,170	99,711	7.57%	10.59%
71	DEBT SERVICE	0	0	0	0.00%	0.00%
81	FACILITIES CONSTRUCTION & ACQUISITION	0	0	0	0.00%	0.00%
91	CONTR INSTRUCTIONAL SERVICES	5,050,081	0	5,050,081	0.00%	0.00%
93	PAYMENTS TO FISCAL AGENT	25,500	0	25,500	0.00%	0.00%
99	OTHER INTER GOV CHARGES	1,119,283	3,900	1,115,383	0.35%	0.50%
	TOTAL EXPENDITURES	**64,901,822**	**11,060,259**	**53,841,563**	**17.04%**	**16.84%**
		0				
	OTHER SOURCES (USES)	0	0	0	0.00%	0.00%
	EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	**0**	**(7,814,560)**	**7,814,560**		

GRANBURY INDEPENDENT SCHOOL DISTRICT
GENERAL OPERATING FUND
INTERIM STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDED OCTOBER 31, 2017

	ANNUAL BUDGET	YTD ACTUAL	REMAINING BALANCE	YTD PERCENT
REVENUES				
5700 LOCAL SOURCES	57,385,389	439,094	56,946,295	0.77%
5800 STATE SOURCES	6,656,433	2,712,902	3,943,531	40.76%
5900 FEDERAL SOURCES	860,000	93,703	766,297	10.90%
TOTAL REVENUES	**64,901,822**	**3,245,699**	**61,656,123**	**5.00%**
EXPENDITURES				
6100 PAYROLL COSTS	47,458,334	7,138,392	40,319,942	15.04%
6200 PROFESSIONAL & CONTRACTED SERVICES	11,883,740	1,753,974	10,129,765	14.76%
6300 SUPPLIES/MATERIALS	2,882,310	1,034,971	1,847,340	35.91%
6400 OTHER OPERATING	1,381,647	440,954	940,693	31.92%
6500 DEBT SERVICE	0	0	0	0.00%
6600 CAPITAL OUTLAY	1,295,791	691,968	603,823	53.40%
TOTAL EXPENDITURES	**64,901,822**	**11,060,259**	**53,841,563**	**17.04%**
OTHER SOURCES AND USES				
7900 OTHER RESOURCES	0	0	0	0.00%
8900 OTHER USES	0	0	0	0.00%
OTHER SOURCES(USES)	**0**	**0**	**0**	**0.00%**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	**0**	**(7,814,560)**	**7,814,560**	

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: November 13, 2017
For: Information

TO: Dr. James Largent, Superintendent

FROM: Dobie Williams
DATE: November 7, 2017
RE: Cash Flow and Investment Report as of October 31, 2017

SUMMARY:

Attached is the Cash Flow and Investment Report for the period ending October 31, 2017. Please note the cash flow statement reflects information from the district's prior depository bank, First Financial Bank, and the district's current depository bank, PlainsCapital Bank. A few accounts remain open at First Financial to allow time for checks to clear to employees as well as vendors. We are working on getting those outstanding checks cleared so that we can close those accounts permanently.

Respectfully submitted,

D Williams

Assistant Superintendent for Finance and Operations

Staff Person Responsible: Dobie Williams
Emmett Whitefield

Date Submitted: November 7, 2017

GRANBURY INDEPENDENT SCHOOL DISTRICT

CASH AND INVESTMENT REPORT

FROM OCTOBER 1, 2017 TO OCTOBER 31, 2017

FOR BOARD MEETING NOVEMBER 13, 2017

	FIRST FINANCIAL BANK and PLAINS CAPITAL BANK								INVESTMENTS				MAPP	
	GENERAL FUND	DEBT	CAPITAL PROJ	PAYROLL	A/P	WC FUND	EZDENT	CHILD NUTRITION	LOGIC	LONE STAR	TEXPOOL	TEXAS TERM	PROGRAM	TOTAL
BEGINNING BALANCE-OCTOBER 1, 2017	$ 2,025,937	$ 2,724	$ 6,302	$ 1,652,612	$ 839,748	$ 368,888	$ 21,662	$ 21,865	$ 3,077,728	$ 10,159,526	$ 2,294	$ 1,058,814	$ 10,048,975	$ 29,287,074
LOCAL REVENUE-RENT, CAFÉ MEALS,ATH	$ 524,416.62		$ -					$ 326,021						$ 850,437
														$ -
TAX COLLECTIONS	$ -	$ -								$ 296,610				$ 296,610
														$ -
TEA COLLECTIONS:														$ -
CHILD NUTRITION	$ 224,248							$ 224,048						$ 448,296
FOUNDATION	$ 1,180,370													$ 1,180,370
TITLE FUNDS	$ -													$ -
AVAILABLE SCHOOL FUND	$ -													$ -
IDEA-B FUNDS	$ -													$ -
IMA														$ -
PERKINS	$ 8,495													$ 8,495
MAC/SHARS	$ -													$ -
TRANSFERS IN	$ 4,082,865	$ -	$ 61,400	$ 1,412,437	$ 1,234,155	$ 34,090	$ 15,923		$ -	$ -	$ -			$ 6,840,870
														$ -
BOND PAYMENT		$ -												$ -
OPERATING EXPENSES	$ (1,218,916)		$ (62,538)		$ (1,536,209)	$ (27,924)	$ (13,641)	$ (224,265)	$ -	$ -			$ (910)	$ (3,084,403)
PAYROLL	$ (3,771,632)		$ -	$ (1,599,842)				$ (100,169)						$ (5,471,643)
TEA RECAPTURE	$ -	$ -			$ -									$ -
TRANSFERS OUT	$ -	$ -	$ -			$ -			$ (50,000)	$ (4,061,400)	$ -	$ -		$ (4,111,400)
MARKET APPRECIATION / (DEPRECIATION)													$ (17,628)	$ (17,628)
MONTHLY DIVIDENDS & INTEREST EARNED AND PAID	$ 856	$ 1	$ 2	$ 460	$ 233	$ 138	$ 9	$ 108	$ 3,322	$ 9,569	$ 2	$ 942	$ 5,771	$ 21,412
ACCRUED INTEREST PAID														$ -
ENDING BALANCE - OCTOBER 31, 2017	$ 3,056,639	$ 2,725	$ 5,166	$ 1,465,667	$ 537,928	$ 375,192	$ 23,952	$ 247,607	$ 3,031,050	$ 6,404,305	$ 2,296	$ 1,059,755	$ 10,036,209	$ 26,248,490
INTEREST ACCRUED, NOT PAID AT MONTHS END														$ -
WEIGHTED AVERAGE MATURITY	1 Day	1 Day	1 Day	1 Day	1 Day	1 Day	1 Day	1 Day	38 Days	47 Days	35 Days	1 Days	0.48 yrs	
CURRENT MONTH AVERAGE MONTHLY INTEREST RATE:	0.835%	0.835%	0.835%	0.835%	0.835%	0.835%	0.835%	0.835%	1.289%	1.272%	1.035%	1.050%	1.433%	
PRIOR MONTH AVERAGE MONTHLY INTEREST RATE:	0.050%	0.050%	0.050%	0.050%	0.050%	0.050%	0.050%	0.050%	1.283%	1.246%	1.030%	1.030%	1.383%	
												CDs Various	2.399% Coupon	

We, the approved Investment Officers of Granbury ISD, hereby certify that the above Investment Report represents the investment position of the District (as of the end of the month indicated at the top of this investment form) in accordance with the Board approved Investment Funds Policy, the Public Funds Investment Act (Texas Government Code 2256), and Generally Accepted Accounting Principals (GAAP).

L..O. "Dobie" Williams
Assistant Superintendent for Finance and Operations

Emmett J. Whitefield
District Comptroller

2017-18 INTEREST ACCRUED (as of 10/31/17)			
Sep-17	$ 32,933.79	Mar-18	
Oct-17	$ 21,412.21	Apr-18	
Nov-17		May-18	
Dec-17		Jun-18	
Jan-18		Jul-18	
Feb-18		Aug-18	
		TOTAL	$ 54,346.00

OCTOBER INTEREST ACCRUED	$ -
OCTOBER INTEREST EARNED & PD	$ 21,412.21
OCTOBER TOTAL INTEREST	$ 21,412.21

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: November 13, 2017
For: Information

TO: Dr. James Largent, Superintendent

FROM: Dobie Williams
DATE: November 7, 2017
RE: Bond Expenditure Update
As of October 31, 2017

SUMMARY:

Attached are bond expenditures through the period ended October 31, 2017. Expenditures are divided into two categories - "Construction" and "Other Areas". The Construction category includes expenditures related to the construction or renovation/remodeling of buildings. The Construction category also includes a breakdown of expenditures by vendor. The Other Areas category includes expenditures for non-construction related expenditures from bond funds.

Respectfully submitted,

D Williams

Assistant Superintendent for Finance and Operations

Staff Person Responsible: Dobie Williams
Karen Johnson

Date Submitted: November 7, 2017

GRANBURY ISD

Bond Project Status

Budget, Commitments, Expenditures, Construction Contracts (thru 10/31/17)

Summary Status - Construction

Description	Budgeted	Committed	Expended
Soft Cost	$ 4,806,565.58	$ 19,396.20	$ 4,785,145.73
Hard Cost	$ 58,886,396.26	$ 655.00	$ 58,834,790.15
Contingency	$ 564,852.89	$ -	$ 564,335.73
Construction Total	***$ 64,257,814.73***	***$ 20,051.20***	***$ 64,184,271.61***

Description	Budgeted	Committed	Expended
Band Equip	$ 400,000.21	$ -	$ 347,138.86
Bus Replacement	$ 1,600,000.00	$ -	$ 1,599,999.98
Classroom Furniture	$ 1,049,673.67	$ 2,708.00	$ 1,046,965.44
Furniture, Fixture, Equip	$ 4,373,068.48	$ 1,686.14	$ 4,275,773.39
Technology	$ 10,291,269.39	$ 130,738.01	$ 7,783,208.13
Other Areas Total	***$ 17,714,011.75***	***$ 135,132.15***	***$ 15,053,085.80***

Construction Vendor Status

Contract / Service	Paid to Date	Description
Alliance Geotech	$ 259,582.31	*Materials Testing*
Anixter	$ 13,880.70	*Electric Boxes & Fiber Jumpers - ADM*
B & S Southern Sign	$ 3,335.00	*Signage*
Blair Communications	$ 49,760.70	*VHF Communications*
Buford-Thompson	$ 58,884,165.03	*Construction Mgr*
C & R Services	$ 139,788.66	*Cameras*
City of Granbury	$ 186,743.30	*Permits*
DFW Waste Oil	$ 650.00	*Oil Disposal - GHS Auto Shop*
Elliott Electric	$ 10,682.75	*CTE Move to Ag Complex*
ERI Consulting	$ 5,925.00	*Asbestos Abatement Consultant GHS*
GCA Services	$ 13,401.20	*Scrub & Finish New VCT - GHS*
G&G Electric	$ 12,477.00	*AG Complex Welder Plugs; Misc Svc*
Gomez Floor	$ 2,764.53	*Dressing Rm Floors (due to abatement)*
Grainger	$ 1,720.86	*Hoists for Ag & Auto Shop*
Granbury Glass	$ 2,292.00	*Mirrors - GHS*
Granbury Winnelson	$ 5,833.84	*Rods for Band & Choir Uniform Storage*
HC News	$ 196.50	*Public Notice Ad*
HD Snow House Moving	$ 13,600.00	*Move Portables*
Henson's	$ 2,311.00	*JROTC Metal Plate*
Home Depot	$ 7,441.13	*Ramps to Portables; Misc.*

Contract / Service	Paid to Date	Description
Huckabee	$ 4,265,246.12	*Architect*
IESI	$ 13,613.66	*Temporary Roll-Off*
JPH Land Surveying	$ 44,900.00	*Survey*
JSK Company	$ 24,112.00	*Video Surveillance Supplies - GHS*
Kelly-Moore	$ 2,622.18	*JROTC Floor*
Lone Star Communications	$ 3,380.00	*AES & EES Gym Intercom*
Mark's Plumbing	$ 392.48	*Temporary Training Rm*
Mobile Modular	$ 12,472.30	*Pods - GHS*
1 Priority	$ 31,700.00	*Abatement - GHS*
Print One	$ 133.25	*Signage - OW*
Quality Sound	$ 28,100.00	*PA System Upgrade - BIS, OWS*
Refrigerated Specialist	$ 2,050.00	*Disconnect Condenser for Roofers-GHS*
Rental One	$ 578.10	*Equipment Rental*
School Specialty	$ 367.71	*White Board - OW*
STS360	$ 91,631.64	*Video Surveillance Upgrade - GHS*
TASB	$ 21,382.00	*Asbestos Testing - All campuses*
The Rios Group	$ 22,875.00	*Subsurface Utility*
TX Dept of State Health Svc	$ 238.00	*Asbestos Abatement Notification Fee*
Woodard Builders	$ 1,925.66	*Glass in Receptionist Door - BES*
	$ -	
Construction Vendor Total	***$ 64,184,271.61***	

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: November 13, 2017
For: Information

TO: Dr. James Largent, Superintendent

FROM: Dobie Williams
DATE: November 6, 2017
RE: Report of Categorical Purchases Between $50,000 and $100,000 as Per Board Policy CH (LOCAL)

SUMMARY:

The attached categorical purchases between $50,000 and $100,000 for the period of October 1, 2017 through October 31, 2017 are being reported as per the requirements of Board Policy CH (LOCAL), which states:

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 $50,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place, except as otherwise provided in this policy.

The Superintendent is not required to obtain Board approval for the following types of budgeted purchases costing less than $100,000, but shall subsequently report them to the Board:

1. *A purchase made pursuant to a Board-approved interlocal contract, in accordance with law;*
2. *A purchase made through a cooperative purchasing program or state purchasing program that satisfies the District's obligation for competitive purchasing [see CH(LEGAL)]; or*
3. *A continuing or periodic purchase under a Board-approved bid or contract.*

Respectfully submitted,

D O Williams

Assistant Superintendent for Finance and Operations

Staff Person Responsible: Dobie Williams
Debbie Johnson

Date Submitted: November 6, 2017

GRANBURY ISD

REPORT ON PURCHASES THROUGH A COOPERATIVE OR INTERLOCAL

Single Purchase Between $50,000 and $100,000 in accordance with CH(LOCAL)

Board Meeting – November 13, 2017

Purchases 10/1/17 to 10/31/17

Vendor	Cooperative/Inter local	Description	Amount
7281800145	The Cooperative Purchasing Network (TCPN)	Document cameras for Model Classroom K-8	$65,100.