

# Agenda of Regular Meeting

## The Board of Trustees

### Marathon ISD

#### *Preparing Each Student for a Successful Future as a Lifelong Learner*

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A Regular Meeting of the Board of Trustees of Marathon ISD will be held March 28, 2023, beginning at 6:30 PM in the Marathon High School Library.

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

I. Call Meeting to Order	
II. Pledge of Allegiance to the American and Texas Flags	
III. Moment of Silence	
IV. Public Comment	
V. Pole Vault Pit & High Jump Pit - Terrell County ISD	
VI. Consent Items	
a. Review and approve previous Board Minutes	3
b. Monthly Tax Collection Report	6
c. Check Payments	21
VII. Budget Amendments	26
VIII. Monthly Financial Report, Budget Status, and Banking Institutes Update	27
IX. Investments	
a. Quarterly Investments Report	50
b. Annual Investment Portfolio Report Ending August 31, 2022	54
c. Resolution: Designation of Investment Officers; Approval of Independent Sources for Investment Training; and Approval of Qualified Brokers	71
d. Resolution: Annual Review of Investment Policy and Investment Strategy Board Policy: CDA (Legal)(Local)	72
X. Marathon ISD Property Value Study - 2022 Preliminary Findings	96
XI. 2021-2022 IDEA-B LEA Maintenance of Effort Compliance Review Preliminary Results and Exceptions Request	104
XII. MISD Records Retention Schedule - Revision (R1.0)	105
XIII. 2023-2024 Budget Timelines, Preparations, and Texas Legislature 2023	172
XIV. Discuss and take possible action on board policy BED(LOCAL)	
XV. Superintendent Report	
a. Update, discussion, and take possible action to approve a partnership agreement with the Rural CCMR Accelerator Program	173

b. Discussion and Possible Action on the Improvements and Repairs to the buildings to be done during non-duty time for students and teachers with support from Brewster County.

XVI. Discuss and take possible action to approve 2023-2024 District Calendar	178
XVII. Review and accept Superintendent's Evaluation Instrument	179
XVIII. Marathon Foundation Gift to Marathon ISD	186
XIX. Consider and possible action to approve Board Policy BED(LOCAL)	187
XX. Closed Meeting	

In accordance with the Texas Open Meeting Act (Subchapter D and F of Chapter 551 of the Texas Government Code), the board will now enter into a closed meeting to deliberate subjects listed on this agenda authorized by Subchapter D. Any final action, decision, or vote on a subject deliberated in the closed meeting will be taken in an open meeting held in compliance with the Texas Open Meetings Act. Tex. Gov't Code 551.074

- a. Discuss and take possible action on teachers' contracts, vacancies, and prospective candidates.
- b. Discuss and take possible action on consideration of posting at-will employee vacancies and candidates.
- c. Open Session

XXI. Upcoming Events	
XXII. Adjourn	

***The Marathon ISD seven-member Board of Trustees is focused on student achievement and the overall success of the school district.***

MARATHON INDEPENDENT SCHOOL DISTRICT  
REGULAR SCHOOL BOARD MEETING  
FEBRUARY 22, 2023

Regular Board of Trustees School Board Meeting: The of Board of Trustees of the Marathon Independent School District met on February 22, 2023, in the High School Library.

Present Board Members: Marina Aguilar arrived at 6:16 p.m. Judy Briones, Cheyenne Marta, Hayes West

Absent Board Members: Steven Aguilar, Craig Carter, Andrew Lewis

Staff: Dr. Ivonne Durant, Coy Gonzalez, Victoria Sanchez

Audience of Individuals: Jayne Gallo

- I. Called the meeting to Order: Board President, Judy Briones called the meeting to order at 6:16 p.m.
- II. Recited the Pledge of Allegiance to the American and Texas Flags
- III. Moment of Silence
- IV. Public Comments – Jayne Gallo made a comment requesting the status of Teacher Housing and where it stands, President Judy Briones responded that the teacher housing was on hold and was advised to discuss further with Dr. Durant.
- V. Consent Items
  - V.a. Monthly Tax Collection Report - A motion was made by Judy Briones and seconded by Marina Aguilar to approve the Monthly Tax Collection as presented by Business Manager, Victoria Sanchez. Motion Carried.
  - V.b. Check Payments – A motion was made by Cheyenne Marta and seconded by Judy Briones to approve the Check Payments as presented by Business Manager, Victoria Sanchez. Motion Carried.
  - V.c. Financial Report – A motion was made by Cheyenne Marta and seconded by Marina Aguilar to approve the Financial Report as of January 31, 2023 as presented by Business Manager, Victoria Sanchez. Motion Carried.
  - V.d. Review and approve previous Board Minutes -January 18, 2023. A motion was made by Marina Aguilar and seconded by Hayes West to approve the January 18, 2023 board minutes. Motion Carried.
- VI. Budget Amendments – A motion was made by Judy Briones and seconded by Marina Aguilar to approve the Budget Amendments as presented by the Business Manager, Victoria Sanchez. Motion Carried.
- VII. Letter of Engagement for Audit Services for Fiscal Year Ending August 31, 2023. A motion was made by Marina Aguilar and seconded by Judy Briones to accept the Letter of Engagement for Audit Services for Fiscal Year Ending August 31, 2023. Motion Carried.
- VIII. Consider and take possible action to ratify our representative on the Board of Directors of Brewster County Appraisal District. A motion was made by Marina Aguilar and seconded by Hayes West to approve ratify our representative Kay Houston on the Board of Directors of Brewster County Appraisal District. Motion Carried.
- IX. Consider and take possible action to approve The Board Operating Procedures. A motion was made by Judy Briones. A second motion made by Cheyenne Marta to rescind motion made by Judy Briones. A motion was made by Cheyenne Marta and

seconded by Judy Briones to approve The Board Operating Procedures with changes as discussed. Motion Carried.

- X. Superintendent Report –
  - X.a. Description, discussion, and possible action on a partnership with the Accelerated Rural Texas Impact Network. As presented by Dr. Durant, the Rural Accelerator partners with districts in building sustainable CCMR systems to increase their HB 3 outcomes. The district will gain Strategy- A CCMR strategic plan tailored for your district, Systems-Stronger, more effective CCMR programs data and implementation systems. Supports- Access to new CMR academic and student support services and resources. The Maya CCMR Coach guides, advises, and supports the district in the development and implementation of their strategic plan consisting of TSI Readiness, College Readiness, and Career Readiness. No action was taken as the board requested more information for the MAYA CCMR program. Letter of Intent to proceed will MAYA CCMR program will be approved once more information is provided.
  - X.b. Update on Safe School Opening Plan for 2022-2023 – Update on Safe School Opening -Mid-Year Update – Instructional Continuity includes Tutoring HB 4545, Elementary Mathematics, More Intentional support for struggling students, Systematic Inspection of on-line and Dual Credit Course, Immediate communication with parents on additional support needed.
  - X.c. Report on the progress made by the District of Innovation Committee. Dr. Durant gave a report on the 2022-2023 District of Innovation (DOI) Draft Plan and presented a copy of the Plan.
- XI. Closed Meeting – In accordance with the Texas Open Meetings Act (Subchapters D and F of Chapter 551 of the Texas Government Code), the board will now enter into a closed meeting at 7:17 p.m. to deliberate subjects listed on this agenda authorized by Subchapter D.
  - XI.a. 2023-2024 Administrator Contract for Business Manager
  - XI.b. Guardian Program Discussion and possible approval
- XII. Open Meeting - The board went into the Open Meeting at 7:38 p.m.
  - XI.a. 2023-2024 Administrator Contract for Business Manager - A motion was made by Marina Aguilar and seconded by Hayes West to approve the 2023-2024 Business Manager Contract for Business Manager Victoria Sanchez. Motion Carried.
  - XI.b. Guardian Program Discussion and possible approval. A motion was made by Judy Briones and seconded by Hayes West to approve the Guardian Program as discussed. Motion Carried.
- XIII. Upcoming Events
- XIV. Adjourn - A motion was made by Marina Aguilar and seconded by Hayes West to adjourn the board meeting at 7:40 p.m.

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

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



**Marathon ISD**

**Feb-23**

<b>Total Monthly Collected:</b>	<b>66,431.63</b>
<b>Total Paid Taxes</b>	
<b>Current Base (M&amp;O)</b>	<b>65,713.79</b>
Penalty	397.65
Interest	66.28
Atty Fees	0.00
<b>Current Base (I&amp;S)</b>	
Penalty	
Interest	
<b>Delinquent Base (M&amp;O)</b>	<b>142.70</b>
Penalty	41.50
Interest	69.71
Atty Fees	91.39
<b>Delinquent Base (I&amp;S)</b>	
Penalty	
Interest	
Atty Fees	
<b>Current BPP</b>	<b>6.85</b>
Penalty	0.00
Interest	0.00
Atty Fees	0.00
<b>Delinquent BPP</b>	<b>0.00</b>
Penalty	0.00
Interest	0.00
Atty Fees	0.00
<b>CED Base</b>	<b>0.00</b>
Penalty	0.00
Interest	0.00
Atty Fees	0.00
<b>Refunds</b>	<b>398.11</b>

<b>Total Yearly Collected:</b>	<b>\$1,091,678.11</b>
<b>Total Paid Taxes</b>	<b><u>10/1/2022 to 02/28/2023</u></b>
<b>Current Base (M&amp;O)</b>	<b>1,085,225.52</b>
Penalty	397.65
Interest	66.28
Atty Fees	
<b>Current Base (I&amp;S)</b>	
Penalty	
Interest	
<b>Delinquent Base (M&amp;O)</b>	<b>4,434.19</b>
Penalty	605.20
Interest	949.27
Atty Fees	1,319.56
<b>Delinquent Base (I&amp;S)</b>	
Penalty	
Interest	
Atty Fees	
<b>Current BPP</b>	<b>565.15</b>
Penalty	0.00
Interest	0.00
Atty Fees	0.00
<b>Delinquent BPP</b>	<b>0.00</b>
Penalty	0.00
Interest	0.00
Atty Fees	0.00
<b>CED Base</b>	<b>0.00</b>
Penalty	0.00
Interest	0.00
Atty Fees	0.00
<b>Refunds</b>	<b>1,439.73</b>
<b>Percentage</b>	<b>96.14%</b>

# Tax Collections Activity Report - Current/Delinquent

3/6/2023 10:22:15AM Report Criteria  
 Entity: ALL  
 Year: ALL  
 Date Range: 02/01/2023 to 02/29/2023  
 Batch(es): ALL

Entity: Marathon ISD

Current Year	M&O	I&S	Delinquent Years	M&O	I&S	All Years	M&O	I&S
Taxes	65,908.84	0.00	Taxes	345.76	0.00	Taxes	66,254.60	0.00
Discounts	0.00	0.00	Discounts	0.00	0.00	Discounts	0.00	0.00
Penalty	397.65	0.00	Penalty	41.50	0.00	Penalty	439.15	0.00
Interest	66.28	0.00	Interest	69.71	0.00	Interest	135.99	0.00
<b>Total Collected</b>	<b>66,372.77</b>	<b>0.00</b>	<b>Total Collected</b>	<b>456.97</b>	<b>0.00</b>	<b>Total Collected</b>	<b>66,829.74</b>	<b>0.00</b>
<b>Total Collected</b>	<b>66,372.77</b>		<b>Total Collected</b>	<b>456.97</b>		<b>Total Collected</b>	<b>66,829.74</b>	
<b>Refunds Paid</b>			<b>Refunds Paid</b>			<b>Refunds Paid</b>		
Taxes	195.05	0.00	Taxes	203.06	0.00	Taxes	398.11	0.00
Penalty	0.00	0.00	Penalty	0.00	0.00	Penalty	0.00	0.00
Interest	0.00	0.00	Interest	0.00	0.00	Interest	0.00	0.00
<b>Total Refunded:</b>	<b>195.05</b>	<b>0.00</b>	<b>Total Refunded:</b>	<b>203.06</b>	<b>0.00</b>	<b>Total Refunded:</b>	<b>398.11</b>	<b>0.00</b>
<b>Total Refunded:</b>	<b>195.05</b>		<b>Total Refunded:</b>	<b>203.06</b>		<b>Total Refunded:</b>	<b>398.11</b>	
Taxes	65,713.79	0.00	Taxes	142.70	0.00	Taxes	65,856.49	0.00
Penalty	397.65	0.00	Penalty	41.50	0.00	Penalty	439.15	0.00
Interest	66.28	0.00	Interest	69.71	0.00	Interest	135.99	0.00
<b>Total Disbursed:</b>	<b>66,177.72</b>	<b>0.00</b>	<b>Total Disbursed:</b>	<b>253.91</b>	<b>0.00</b>	<b>Total Disbursed:</b>	<b>66,431.63</b>	<b>0.00</b>
<b>Total Disbursed:</b>	<b>66,177.72</b>		<b>Total Disbursed:</b>	<b>253.91</b>		<b>Total Disbursed:</b>	<b>66,431.63</b>	
<b>Current Year</b>			<b>Delinquent Years</b>			<b>All Years</b>		
<b>Total Collected</b>	<b>66,372.77</b>		<b>Total Collected</b>	<b>456.97</b>		<b>Total Collected</b>	<b>66,829.74</b>	
<b>Attorney Fees</b>	<b>0.00</b>		<b>Attorney Fees</b>	<b>91.39</b>		<b>Attorney Fees</b>	<b>91.39</b>	
<b>Other Fees</b>	<b>0.00</b>		<b>Other Fees</b>	<b>0.00</b>		<b>Other Fees</b>	<b>0.00</b>	
<b>Overpayments</b>	<b>0.59</b>		<b>Overpayments</b>	<b>0.00</b>		<b>Overpayments</b>	<b>0.59</b>	
<b>Total Paid</b>	<b>66,373.36</b>		<b>Total Paid</b>	<b>548.36</b>		<b>Total Paid</b>	<b>66,921.72</b>	
<b>Underpayments</b>	<b>0.00</b>		<b>Underpayments</b>	<b>0.00</b>		<b>Underpayments</b>	<b>0.00</b>	
<b>Total Paid</b>	<b>66,373.36</b>		<b>Total Paid</b>	<b>548.36</b>		<b>Total Paid</b>	<b>66,921.72</b>	
<b>Attorney Fees</b>	<b>0.00</b>		<b>Attorney Fees</b>	<b>91.39</b>		<b>Attorney Fees</b>	<b>91.39</b>	
<b>Refunds Paid - Attorney Fees</b>	<b>0.00</b>		<b>Refunds Paid - Attorney Fees</b>	<b>0.00</b>		<b>Refunds Paid - Attorney Fees</b>	<b>0.00</b>	
<b>Attorney Fee Disbursement Amount</b>	<b>0.00</b>		<b>Attorney Fee Disbursement Amount</b>	<b>91.39</b>		<b>Attorney Fee Disbursement Amount</b>	<b>91.39</b>	

# Tax Collections Activity Report - Current/Delinquent

3/6/2023 10:22:15AM Report Criteria  
Entity: ALL  
Year: ALL  
Date Range: 02/01/2023 to 02/28/2023  
Batch(es): ALL

Entity MISD BPP

Current Year	M&O	I&S	Delinquent Years	M&O	I&S	All Years	M&O	I&S
Taxes	6.85	0.00	Taxes	0.00	0.00	Taxes	6.85	0.00
Discounts	0.00	0.00	Discounts	0.00	0.00	Discounts	0.00	0.00
Penalty	0.00	0.00	Penalty	0.00	0.00	Penalty	0.00	0.00
Interest	0.00	0.00	Interest	0.00	0.00	Interest	0.00	0.00
<b>Total Collected</b>	<b>6.85</b>	<b>0.00</b>	<b>Total Collected</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Collected</b>	<b>6.85</b>	<b>0.00</b>
<b>Total Collected</b>	<b>6.85</b>		<b>Total Collected</b>	<b>0.00</b>		<b>Total Collected</b>	<b>6.85</b>	
<b>Refunds Paid</b>			<b>Refunds Paid</b>			<b>Refunds Paid</b>		
Taxes	0.00	0.00	Taxes	0.00	0.00	Taxes	0.00	0.00
Penalty	0.00	0.00	Penalty	0.00	0.00	Penalty	0.00	0.00
Interest	0.00	0.00	Interest	0.00	0.00	Interest	0.00	0.00
<b>Total Refunded:</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Refunded:</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Refunded:</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Refunded:</b>	<b>0.00</b>		<b>Total Refunded:</b>	<b>0.00</b>		<b>Total Refunded:</b>	<b>0.00</b>	
Taxes	6.85	0.00	Taxes	0.00	0.00	Taxes	6.85	0.00
Penalty	0.00	0.00	Penalty	0.00	0.00	Penalty	0.00	0.00
Interest	0.00	0.00	Interest	0.00	0.00	Interest	0.00	0.00
<b>Total Disbursed:</b>	<b>6.85</b>	<b>0.00</b>	<b>Total Disbursed:</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Disbursed:</b>	<b>6.85</b>	<b>0.00</b>
<b>Total Disbursed:</b>	<b>6.85</b>		<b>Total Disbursed:</b>	<b>0.00</b>		<b>Total Disbursed:</b>	<b>6.85</b>	
<b>Current Year</b>			<b>Delinquent Years</b>			<b>All Years</b>		
<b>Total Collected</b>	<b>6.85</b>		<b>Total Collected</b>	<b>0.00</b>		<b>Total Collected</b>	<b>6.85</b>	
<b>Attorney Fees</b>	<b>0.00</b>		<b>Attorney Fees</b>	<b>0.00</b>		<b>Attorney Fees</b>	<b>0.00</b>	
<b>Other Fees</b>	<b>0.00</b>		<b>Other Fees</b>	<b>0.00</b>		<b>Other Fees</b>	<b>0.00</b>	
<b>Overpayments</b>	<b>0.00</b>		<b>Overpayments</b>	<b>0.00</b>		<b>Overpayments</b>	<b>0.00</b>	
<b>Total Paid</b>	<b>6.85</b>		<b>Total Paid</b>	<b>0.00</b>		<b>Total Paid</b>	<b>6.85</b>	
<b>Underpayments</b>	<b>0.00</b>		<b>Underpayments</b>	<b>0.00</b>		<b>Underpayments</b>	<b>0.00</b>	
<b>Total Paid</b>	<b>6.85</b>		<b>Total Paid</b>	<b>0.00</b>		<b>Total Paid</b>	<b>6.85</b>	
<b>Attorney Fees</b>	<b>0.00</b>		<b>Attorney Fees</b>	<b>0.00</b>		<b>Attorney Fees</b>	<b>0.00</b>	
<b>Refunds Paid -</b>	<b>0.00</b>		<b>Refunds Paid -</b>	<b>0.00</b>		<b>Refunds Paid -</b>	<b>0.00</b>	
<b>Attorney Fees</b>	<b>0.00</b>		<b>Attorney Fees</b>	<b>0.00</b>		<b>Attorney Fees</b>	<b>0.00</b>	
<b>Attorney Fee Disbursement Amount</b>	<b>0.00</b>		<b>Attorney Fee Disbursement Amount</b>	<b>0.00</b>		<b>Attorney Fee Disbursement Amount</b>	<b>0.00</b>	

# Tax Collections Activity Report - Current/Delinquent

3/6/2023 10:22:15AM

Report Criteria

Entity: ALL  
 Year: ALL  
 Date Range: 02/01/2023 to 02/29/2023  
 Batch(es): ALL

Entity: MCED

Current Year	M&O	I&S	Delinquent Years	M&O	I&S	All Years	M&O	I&S
Taxes	0.00	0.00	Taxes	0.00	0.00	Taxes	0.00	0.00
Discounts	0.00	0.00	Discounts	0.00	0.00	Discounts	0.00	0.00
Penalty	0.00	0.00	Penalty	0.00	0.00	Penalty	0.00	0.00
Interest	0.00	0.00	Interest	0.00	0.00	Interest	0.00	0.00
<b>Total Collected</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Collected</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Collected</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Collected</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Collected</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Collected</b>	<b>0.00</b>	<b>0.00</b>
<b>Refunds Paid</b>	<b>0.00</b>	<b>0.00</b>	<b>Refunds Paid</b>	<b>0.00</b>	<b>0.00</b>	<b>Refunds Paid</b>	<b>0.00</b>	<b>0.00</b>
Taxes	0.00	0.00	Taxes	0.00	0.00	Taxes	0.00	0.00
Penalty	0.00	0.00	Penalty	0.00	0.00	Penalty	0.00	0.00
Interest	0.00	0.00	Interest	0.00	0.00	Interest	0.00	0.00
<b>Total Refunded:</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Refunded:</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Refunded:</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Refunded:</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Refunded:</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Refunded:</b>	<b>0.00</b>	<b>0.00</b>
Taxes	0.00	0.00	Taxes	0.00	0.00	Taxes	0.00	0.00
Penalty	0.00	0.00	Penalty	0.00	0.00	Penalty	0.00	0.00
Interest	0.00	0.00	Interest	0.00	0.00	Interest	0.00	0.00
<b>Total Disbursed:</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Disbursed:</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Disbursed:</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Disbursed:</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Disbursed:</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Disbursed:</b>	<b>0.00</b>	<b>0.00</b>
<b>Current Year</b>	<b>0.00</b>	<b>0.00</b>	<b>Delinquent Years</b>	<b>0.00</b>	<b>0.00</b>	<b>All Years</b>	<b>0.00</b>	<b>0.00</b>
<b>Current Year</b>	<b>0.00</b>	<b>0.00</b>	<b>Delinquent Years</b>	<b>0.00</b>	<b>0.00</b>	<b>All Years</b>	<b>0.00</b>	<b>0.00</b>
Total Collected	0.00	0.00	Total Collected	0.00	0.00	Total Collected	0.00	0.00
Attorney Fees	0.00	0.00	Attorney Fees	0.00	0.00	Attorney Fees	0.00	0.00
Other Fees	0.00	0.00	Other Fees	0.00	0.00	Other Fees	0.00	0.00
Overpayments	0.00	0.00	Overpayments	0.00	0.00	Overpayments	0.00	0.00
<b>Total Paid</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Paid</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Paid</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Paid</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Paid</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Paid</b>	<b>0.00</b>	<b>0.00</b>
Underpayments	0.00	0.00	Underpayments	0.00	0.00	Underpayments	0.00	0.00
Total Paid	0.00	0.00	Total Paid	0.00	0.00	Total Paid	0.00	0.00
Attorney Fees	0.00	0.00	Attorney Fees	0.00	0.00	Attorney Fees	0.00	0.00
Refunds Paid -	0.00	0.00	Refunds Paid -	0.00	0.00	Refunds Paid -	0.00	0.00
Attorney Fees	0.00	0.00	Attorney Fees	0.00	0.00	Attorney Fees	0.00	0.00
Attorney Fee Disbursement Amount	0.00	0.00	Attorney Fee Disbursement Amount	0.00	0.00	Attorney Fee Disbursement Amount	0.00	0.00

Totals for Entity: 23 Marathon ISD

Year	Original Tax	Adjustments	Adjusted Tax	Base Tax Pd	Under	Disc	Eff Taxes Paid	Penalty	Interest	Alt. Fee	Overage	Payments	Balance	%	#Owned
1971	18.55	0.00	18.55	18.55	0.00	0.00	18.55	0.00	0.00	0.00	0.00	18.55	0.00	100.00	0
1972	18.56	0.00	18.56	18.56	0.00	0.00	18.56	0.00	0.00	0.00	0.00	18.56	0.00	100.00	0
1973	18.56	0.00	18.56	18.56	0.00	0.00	18.56	0.00	0.00	0.00	0.00	18.56	0.00	100.00	0
1974	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0
1975	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0
1976	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0
1977	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0
1978	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0
1979	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0
1980	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0
1981	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0
1982	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0
1983	403.75	-355.30	48.45	48.45	0.00	0.00	48.45	3.64	78.76	16.91	0.00	147.76	0.00	100.00	0
1984	1,033.08	-613.07	420.01	420.01	0.00	0.00	420.01	37.04	769.41	167.27	0.00	1,393.73	0.00	100.00	0
1985	1,797.09	-1,460.62	336.47	336.47	0.00	0.00	336.47	26.15	527.88	115.82	0.00	1,006.32	0.00	100.00	0
1986	1,899.75	-1,623.26	276.49	276.49	0.00	0.00	276.49	25.42	487.25	108.67	0.00	897.83	0.00	100.00	0
1987	1,961.43	-1,206.32	755.11	755.11	0.00	0.00	755.11	86.16	1,855.44	398.94	0.00	3,095.65	0.00	100.00	0
1988	1,954.87	-1,164.86	790.01	790.01	0.00	0.00	790.01	90.12	1,874.86	407.37	0.00	3,162.36	0.00	100.00	0
1989	1,960.98	-1,150.11	810.87	810.87	0.00	0.00	810.87	73.94	1,455.17	321.84	0.00	2,661.82	0.00	100.00	0
1990	2,024.73	-1,179.43	845.30	845.30	0.00	0.00	845.30	76.72	1,431.20	322.07	0.00	2,675.29	0.00	100.00	0
1991	937.59	-417.23	520.36	520.36	0.00	0.00	520.36	50.81	815.05	193.36	0.00	1,579.58	0.00	100.00	0
1992	781.15	-306.25	474.90	474.90	0.00	0.00	474.90	48.58	724.84	176.71	0.00	1,425.03	0.00	100.00	0
1993	2,468.51	-964.24	1,514.27	1,514.27	0.00	0.00	1,514.27	159.05	2,241.14	558.89	0.00	4,473.35	0.00	100.00	0
1994	2,354.46	-1,030.07	1,324.39	1,324.39	0.00	0.00	1,324.39	133.45	1,797.57	456.46	0.00	3,711.89	0.00	100.00	0
1995	2,902.43	-1,081.92	1,820.51	1,820.51	0.00	0.00	1,820.51	150.77	1,855.97	489.52	0.00	4,316.77	0.00	100.00	0
1996	3,696.79	-1,220.58	2,476.21	2,476.21	0.00	0.00	2,476.21	181.27	2,019.06	556.71	0.00	5,233.25	0.00	100.00	0
1997	4,223.17	-1,418.58	2,804.59	2,804.59	0.00	0.00	2,804.59	209.28	2,194.50	622.14	0.00	5,830.51	0.00	100.00	0
1998	5,453.51	-1,445.52	4,007.99	4,007.99	0.00	0.00	4,007.99	268.31	2,423.51	739.10	0.00	7,438.91	0.00	100.00	0
1999	10,414.83	-1,459.91	8,954.92	8,954.92	0.00	0.00	8,954.92	432.96	3,704.64	1,013.58	0.00	14,106.10	0.00	100.00	0
2000	56,868.49	-1,428.35	55,240.14	55,240.14	0.00	0.00	55,240.14	487.42	3,263.21	1,032.10	0.00	60,022.87	0.00	100.00	0
2001	712,159.02	440.79	712,599.81	712,515.96	0.00	0.00	712,515.96	782.87	4,222.93	1,392.74	0.00	718,914.50	83.85	99.99	1
2002	694,002.92	-1,278.31	692,724.61	691,893.16	0.00	0.00	691,893.16	1,197.97	4,806.24	2,070.09	0.00	699,967.46	831.45	99.88	38
2003	662,708.92	-1,753.08	660,955.84	660,125.76	0.28	0.00	660,126.04	1,366.79	3,979.72	2,194.36	0.11	667,665.74	829.80	99.87	38
2004	713,904.51	-5,139.93	708,764.68	707,850.54	2.03	0.00	707,852.57	3,949.95	4,463.16	3,250.35	1.28	719,536.28	912.11	99.87	41

Effective Taxes Paid = Base Tax Pd + Under + Disc  
 Amount Paid = Base Tax Pd + Penalty + Interest + Alt. Fee + Overage  
 Balance = Adjusted Tax- Eff Taxes Paid



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Totals for Entity: 23BP MISD BPP

Year	Original Tax	Adjustments	Adjusted Tax	Base Tax Pd	Under	Disc	Eff Taxes Paid	Penalty	Interest	Amt. Fee	Overage	Payments	Balance	%	#Owed
2006	528.48	-97.72	430.76	430.76	0.00	0.00	430.76	11.61	7.08	14.25	0.00	463.70	0.00	100.00	0
2007	592.53	-274.81	317.72	317.72	0.00	0.00	317.72	7.04	1.43	0.00	0.00	326.19	0.00	100.00	0
2008	768.08	-3.06	765.02	764.98	0.04	0.00	765.02	15.62	7.94	0.00	0.00	788.54	0.00	98.99	0
2009	20,427.10	-20,093.94	333.16	333.16	0.00	0.00	333.16	6.46	3.30	0.00	0.00	342.92	0.00	100.00	0
2010	119.94	0.00	119.94	119.94	0.00	0.00	119.94	0.00	0.00	0.00	0.00	119.94	0.00	100.00	0
2011	402.85	-41.62	361.23	361.23	0.00	0.00	361.23	13.70	4.97	0.00	0.00	379.90	0.00	100.00	0
2012	637.88	-57.72	580.16	580.16	0.00	0.00	580.16	4.80	2.40	0.00	0.00	587.36	0.00	100.00	0
2013	1,002.55	-443.17	559.48	558.92	0.00	0.00	558.92	7.05	6.41	0.00	0.00	572.38	0.56	99.90	1
2014	281.25	-19.49	261.76	261.22	0.00	0.00	261.22	2.97	0.56	0.00	0.02	264.77	0.54	99.79	1
2015	31,974.19	-30,466.16	1,508.03	1,500.05	0.00	0.00	1,500.05	3.13	1.57	0.00	0.02	1,504.77	7.98	99.47	2
2016	234.16	-13.11	221.05	213.07	0.00	0.00	213.07	2.08	0.37	0.00	0.00	215.52	7.98	96.39	2
2017	270.90	-114.54	156.36	148.38	0.00	0.00	148.38	0.37	0.18	0.66	0.00	149.59	7.98	94.90	2
2018	1,169.44	-996.67	172.77	164.76	0.03	0.00	164.79	0.69	0.35	1.36	0.00	167.16	7.98	95.36	2
2019	366.22	-62.05	304.17	303.67	0.00	0.00	303.67	0.59	0.14	1.35	0.06	305.81	0.50	99.84	1
2020	336.92	0.00	336.92	336.42	0.00	0.00	336.42	0.18	0.05	1.33	0.00	337.98	0.50	99.85	1
2021	715.93	-331.38	384.55	384.08	0.00	0.00	384.08	0.35	0.11	0.00	0.00	384.54	0.47	99.88	1
2022	618.66	-24.40	594.26	565.15	0.00	0.00	565.15	0.00	0.00	0.00	0.00	565.15	29.11	95.10	3
Total for all Delinquent Years:															
	59,828.52	-53,015.44	6,813.08	6,778.52	0.07	0.00	6,778.59	76.64	36.86	18.95	0.10	6,911.07	34.49		13
Totals for All Years:															
	60,447.18	-53,039.84	7,407.34	7,343.67	0.07	0.00	7,343.74	76.64	36.86	18.95	0.10	7,476.22	63.60		16
Retains Paid:															
				-252.65		0.00		-2.46	-1.23	0.00	0.00	-256.34			

Effective Taxes Paid = Base Tax Pd + Under + Disc  
 Amount Paid = Base Tax Pd + Penalty + Interest + Amt. Fee+ Overage  
 Balance = Adjusted Tax- Eff Taxes Paid

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Totals for Entity: 27 MCED

Year	Original Tax	Adjustments	Adjusted Tax	Base Tax Pd	Under	Disc	Eff Taxes Paid	Penalty	Interest	Att. Fee	Overage	Payments	Balance	%	#Owned
1991	1,438.89	-552.90	785.79	785.79	0.00	0.00	785.79	77.50	1,249.66	296.11	0.00	2,409.16	0.00	100.00	0
1992	1,472.09	-643.08	829.01	829.01	0.00	0.00	829.01	86.56	1,322.26	319.50	0.00	2,557.33	0.00	100.00	0
Total for all Delinquent Years:															
	2,910.78	-1,295.98	1,614.80	1,614.80	0.00	0.00	1,614.80	164.16	2,571.92	615.61	0.00	4,966.49	0.00		0
Totals for All Years:															
	2,910.78	-1,295.98	1,614.80	1,614.80	0.00	0.00	1,614.80	164.16	2,571.92	615.61	0.00	4,966.49	0.00		0
Refund Paid:															
					0.00	0.00		0.00	0.00	0.00	0.00	0.00			

Effective Taxes Paid = Base Tax Pd + Under + Disc  
 Amount Paid = Base Tax Pd + Penalty + Interest + Att. Fee+ Overage  
 Balance = Adjusted Tax- Eff Taxes Paid

# Tax Collections Activity Report - Current/Delinquent

3/6/2023 10:25:13AM

Report Criteria

Entity: ALL  
Year: ALL  
Date Range: 10/01/2022 to 02/28/2023  
Batch(es): ALL

Entity: Marathon ISD

Current Year	M&O	I&S	Delinquent Years	M&O	I&S	All Years	M&O	I&S
Taxes	1,086,056.07	0.00	Taxes	5,043.37	0.00	Taxes	1,091,099.44	0.00
Discounts	0.00	0.00	Discounts	0.00	0.00	Discounts	0.00	0.00
Penalty	397.65	0.00	Penalty	605.20	0.00	Penalty	1,002.85	0.00
Interest	66.28	0.00	Interest	949.27	0.00	Interest	1,015.55	0.00
<b>Total Collected</b>	<b>1,086,520.00</b>	<b>0.00</b>	<b>Total Collected</b>	<b>6,597.84</b>	<b>0.00</b>	<b>Total Collected</b>	<b>1,093,117.84</b>	<b>0.00</b>
<b>Total Refunded:</b>	<b>830.55</b>	<b>0.00</b>	<b>Total Refunded:</b>	<b>609.18</b>	<b>0.00</b>	<b>Total Refunded:</b>	<b>1,439.73</b>	<b>0.00</b>
<b>Total Refunded:</b>	<b>830.55</b>	<b>0.00</b>	<b>Total Refunded:</b>	<b>609.18</b>	<b>0.00</b>	<b>Total Refunded:</b>	<b>1,439.73</b>	<b>0.00</b>
Taxes	1,085,225.52	0.00	Taxes	4,434.19	0.00	Taxes	1,089,659.71	0.00
Penalty	397.65	0.00	Penalty	605.20	0.00	Penalty	1,002.85	0.00
Interest	66.28	0.00	Interest	949.27	0.00	Interest	1,015.55	0.00
<b>Total Disbursed:</b>	<b>1,085,689.45</b>	<b>0.00</b>	<b>Total Disbursed:</b>	<b>5,988.66</b>	<b>0.00</b>	<b>Total Disbursed:</b>	<b>1,091,678.11</b>	<b>0.00</b>
<b>Total Disbursed:</b>	<b>1,085,689.45</b>	<b>0.00</b>	<b>Total Disbursed:</b>	<b>5,988.66</b>	<b>0.00</b>	<b>Total Disbursed:</b>	<b>1,091,678.11</b>	<b>0.00</b>
<b>Current Year</b>			<b>Delinquent Years</b>			<b>All Years</b>		
Total Collected	1,086,520.00		Total Collected	6,597.84		Total Collected	1,093,117.84	
Attorney Fees	0.00		Attorney Fees	1,319.56		Attorney Fees	1,319.56	
Other Fees	0.00		Other Fees	0.00		Other Fees	0.00	
Overpayments	2.23		Overpayments	0.00		Overpayments	2.23	
<b>Total Paid</b>	<b>1,086,522.23</b>		<b>Total Paid</b>	<b>7,917.40</b>		<b>Total Paid</b>	<b>1,094,439.63</b>	
Underpayments	1.55		Underpayments	0.00		Underpayments	1.55	
<b>Total Paid</b>	<b>1,086,522.23</b>		<b>Total Paid</b>	<b>7,917.40</b>		<b>Total Paid</b>	<b>1,094,439.63</b>	
<b>Attorney Fee Disbursement Amount</b>			<b>Attorney Fee Disbursement Amount</b>			<b>Attorney Fee Disbursement Amount</b>		
	0.00			1,319.56			1,319.56	

# Tax Collections Activity Report - Current/Delinquent

3/6/2023 10:25:13AM Report Criteria ALL  
 Year: ALL  
 Date Range: 10/01/2022 to 02/28/2023  
 Batch(es): ALL

Entity MISD BPP

Current Year	M&O	I&S	Delinquent Years	M&O	I&S	All Years	M&O	I&S
Taxes	565.15	0.00	Taxes	0.00	0.00	Taxes	565.15	0.00
Discounts	0.00	0.00	Discounts	0.00	0.00	Discounts	0.00	0.00
Penalty	0.00	0.00	Penalty	0.00	0.00	Penalty	0.00	0.00
Interest	0.00	0.00	Interest	0.00	0.00	Interest	0.00	0.00
<b>Total Collected</b>	<b>565.15</b>	<b>0.00</b>	<b>Total Collected</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Collected</b>	<b>565.15</b>	<b>0.00</b>
<b>Total Collected</b>	<b>565.15</b>		<b>Total Collected</b>	<b>0.00</b>		<b>Total Collected</b>	<b>565.15</b>	
<b>Refunds Paid</b>			<b>Refunds Paid</b>			<b>Refunds Paid</b>		
Taxes	0.00	0.00	Taxes	0.00	0.00	Taxes	0.00	0.00
Penalty	0.00	0.00	Penalty	0.00	0.00	Penalty	0.00	0.00
Interest	0.00	0.00	Interest	0.00	0.00	Interest	0.00	0.00
<b>Total Refunded:</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Refunded:</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Refunded:</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Refunded:</b>	<b>0.00</b>		<b>Total Refunded:</b>	<b>0.00</b>		<b>Total Refunded:</b>	<b>0.00</b>	
Taxes	565.15	0.00	Taxes	0.00	0.00	Taxes	565.15	0.00
Penalty	0.00	0.00	Penalty	0.00	0.00	Penalty	0.00	0.00
Interest	0.00	0.00	Interest	0.00	0.00	Interest	0.00	0.00
<b>Total Disbursed:</b>	<b>565.15</b>	<b>0.00</b>	<b>Total Disbursed:</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Disbursed:</b>	<b>565.15</b>	<b>0.00</b>
<b>Total Disbursed:</b>	<b>565.15</b>		<b>Total Disbursed:</b>	<b>0.00</b>		<b>Total Disbursed:</b>	<b>565.15</b>	
<b>Current Year</b>			<b>Delinquent Years</b>			<b>All Years</b>		
<b>Total Collected</b>	<b>565.15</b>		<b>Total Collected</b>	<b>0.00</b>		<b>Total Collected</b>	<b>565.15</b>	
Attorney Fees	0.00		Attorney Fees	0.00		Attorney Fees	0.00	
Other Fees	0.00		Other Fees	0.00		Other Fees	0.00	
Overpayments	0.00		Overpayments	0.00		Overpayments	0.00	
<b>Total Paid</b>	<b>565.15</b>		<b>Total Paid</b>	<b>0.00</b>		<b>Total Paid</b>	<b>565.15</b>	
<b>Underpayments</b>	<b>0.00</b>		<b>Underpayments</b>	<b>0.00</b>		<b>Underpayments</b>	<b>0.00</b>	
<b>Total Paid</b>	<b>565.15</b>		<b>Total Paid</b>	<b>0.00</b>		<b>Total Paid</b>	<b>565.15</b>	
<b>Attorney Fee Disbursement Amount</b>			<b>Attorney Fee Disbursement Amount</b>			<b>Attorney Fee Disbursement Amount</b>		
	0.00			0.00			0.00	

# Tax Collections Activity Report - Current/Delinquent

3/6/2023 10:25:13AM Report Criteria  
 Entity: ALL  
 Year: ALL  
 Date Range: 10/01/2022 to 02/28/2023  
 Batch(es): ALL

Entity MCED

Current Year	M&O	I&S	Delinquent Years	M&O	I&S	All Years	M&O	I&S
Taxes	0.00	0.00	Taxes	0.00	0.00	Taxes	0.00	0.00
Discounts	0.00	0.00	Discounts	0.00	0.00	Discounts	0.00	0.00
Penalty	0.00	0.00	Penalty	0.00	0.00	Penalty	0.00	0.00
Interest	0.00	0.00	Interest	0.00	0.00	Interest	0.00	0.00
Total Collected	0.00	0.00	Total Collected	0.00	0.00	Total Collected	0.00	0.00
Total Collected	0.00	0.00	Total Collected	0.00	0.00	Total Collected	0.00	0.00
Refunds Paid			Refunds Paid			Refunds Paid		
Taxes	0.00	0.00	Taxes	0.00	0.00	Taxes	0.00	0.00
Penalty	0.00	0.00	Penalty	0.00	0.00	Penalty	0.00	0.00
Interest	0.00	0.00	Interest	0.00	0.00	Interest	0.00	0.00
Total Refunded:	0.00	0.00	Total Refunded:	0.00	0.00	Total Refunded:	0.00	0.00
Total Refunded:	0.00	0.00	Total Refunded:	0.00	0.00	Total Refunded:	0.00	0.00
Taxes	0.00	0.00	Taxes	0.00	0.00	Taxes	0.00	0.00
Penalty	0.00	0.00	Penalty	0.00	0.00	Penalty	0.00	0.00
Interest	0.00	0.00	Interest	0.00	0.00	Interest	0.00	0.00
Total Disbursed:	0.00	0.00	Total Disbursed:	0.00	0.00	Total Disbursed:	0.00	0.00
Total Disbursed:	0.00	0.00	Total Disbursed:	0.00	0.00	Total Disbursed:	0.00	0.00
Current Year			Delinquent Years			All Years		
Total Collected	0.00	0.00	Total Collected	0.00	0.00	Total Collected	0.00	0.00
Attorney Fees	0.00	0.00	Attorney Fees	0.00	0.00	Attorney Fees	0.00	0.00
Other Fees	0.00	0.00	Other Fees	0.00	0.00	Other Fees	0.00	0.00
Overpayments	0.00	0.00	Overpayments	0.00	0.00	Overpayments	0.00	0.00
Total Paid	0.00	0.00	Total Paid	0.00	0.00	Total Paid	0.00	0.00
Underpayments	0.00	0.00	Underpayments	0.00	0.00	Underpayments	0.00	0.00
Total Paid	0.00	0.00	Total Paid	0.00	0.00	Total Paid	0.00	0.00
Attorney Fees	0.00	0.00	Attorney Fees	0.00	0.00	Attorney Fees	0.00	0.00
Refunds Paid -	0.00	0.00	Refunds Paid -	0.00	0.00	Refunds Paid -	0.00	0.00
Attorney Fees			Attorney Fees			Attorney Fees		
Attorney Fee Disbursement Amount	0.00		Attorney Fee Disbursement Amount	0.00		Attorney Fee Disbursement Amount	0.00	

Month to Date Recap Report

February 2023 (02/01/2023 - 02/28/2023)

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Totals for Entity: 23 Marathon ISD

Year	Base Tax Pd	Under	Discounts	Eff Taxes Paid	Penalty	Interest	Alt. Fee	Overage	Payments	Adjustments
1971	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1972	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1973	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1974	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1975	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1976	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1977	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1978	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1979	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1980	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1981	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1982	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1983	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1985	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1986	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1987	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1988	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1989	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1990	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1991	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1992	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1993	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1994	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1995	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1996	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1997	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1998	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1999	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2001	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2002	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2003	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2004	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Effective Taxes Paid = Base Tax Pd + Under + Disc  
 Amount Paid = Base Tax Pd + Penalty + Interest + Alt. Fee+ Overage

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Totals for Entity: 23 Marathon ISD

Year	Base Tax Pd	Under	Discounts	Eff Taxes Paid	Penalty	Interest	Att. Fee	Overage	Payments	Adjustments
2005	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2006	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2007	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2008	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2009	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2010	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2011	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2012	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2013	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2014	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2016	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2018	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2019	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2020	101.66	0.00	0.00	101.66	24.82	51.70	56.67	0.00	234.85	0.00
2021	41.04	0.00	0.00	41.04	16.68	18.01	34.72	0.00	110.45	0.00
2022	65,713.79	0.00	0.00	65,713.79	397.65	66.28	0.00	0.59	66,178.31	-6,672.34
Total for Delinquent Years										
	142.70	0.00	0.00	142.70	41.50	69.71	91.39	0.00	345.30	0.00
Totals for All Years:										
	65,856.49	0.00	0.00	65,856.49	439.15	135.99	91.39	0.59	66,523.61	-6,672.34
Refund Paid:										
	-398.11		0.00		0.00	0.00	0.00	0.00	-398.11	

Effective Taxes Paid = Base Tax Pd + Under + Disc  
 Amount Paid = Base Tax Pd + Penalty + Interest + Att. Fee+ Overage

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Totals for Entity: 23BP MISD BPP

Year	Base Tax Pd	Under	Discounts	Eff Taxes Paid	Penalty	Interest	Att. Fee	Overage	Payments	Adjustments
2006	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2007	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2008	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2009	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2010	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2011	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2012	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2013	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2014	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2016	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2018	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2019	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2021	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2022	6.85	0.00	0.00	6.85	0.00	0.00	0.00	0.00	6.85	0.00
Total for Delinquent Years										
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals for All Years:										
	6.85	0.00	0.00	6.85	0.00	0.00	0.00	0.00	6.85	0.00
Refund Paid:										
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Effective Taxes Paid = Base Tax Pd + Under + Disc  
 Amount Paid = Base Tax Pd + Penalty + Interest + Att. Fee+ Overage

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Totals for Entity: 27 MCEED

Year	Base Tax Pd	Under	Discounts	Eff Taxes Paid	Penalty	Interest	Alt. Fee	Overage	Payments	Adjustments
1991	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1992	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total for Delinquent Years										
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals for All Years:										
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Refund Paid:										
	0.00		0.00		0.00	0.00	0.00	0.00	0.00	

Effective Taxes Paid = Base Tax Pd + Under + Disc  
 Amount Paid = Base Tax Pd + Penalty + Interest + Alt. Fee+ Overage

Check Nbr	Check Date	Vend Nbr	Payee	Organization	PO Nbr Fnd-Fnc-Obj.	Invoice Nbr So-Org-Prog	Typ Cd	Reason	Amount	EFT
033031	02-22-2023	00002	ALPINE AVALANCHE	SUPERINTENDENT	300212	81043	C	Public Notice - TAPR	150.00	N
					199-41-6491.00-701-399000					
				BUSINESS OFFICE	300210	81016	C	Publication - C-3/Financial D	315.00	N
					199-41-6491.00-750-399000					
								<b>Check 033031 Total:</b>	<b>465.00</b>	
								<b>Vendor 00002 Total:</b>	<b>465.00</b>	
033060	02-22-2023	00012	TASB, Inc.	BUSINESS OFFICE	300255	24029	C	PO Created by Req: 101256	174.70	N
					199-41-6399.00-750-399000					
033040	02-22-2023	00013	DOUBLE R WELDING S	MARATHON SCHOO	300178	DEM-8013	C	gasses and rental	14.88	N
					199-11-6268.00-001-322015					
				MARATHON SCHOO	300178	DEM-8277	C	gasses and rental	14.88	N
					199-11-6268.00-001-322015					
								<b>Check 033040 Total:</b>	<b>29.76</b>	
								<b>Vendor 00013 Total:</b>	<b>29.76</b>	
033037	02-22-2023	00014	Brewster CAD	DISTRICT WIDE	300057	2MISD2023	C	Property Appraisal Services	10,106.50	N
					199-99-6213.00-999-399000					
033051	02-22-2023	00057	MORRISON TRUE VAL	MARATHON SCHOO	300250	211974	C	History Fair board paints	33.78	N
					199-11-6395.00-001-311006					
				MARATHON SCHOO	300250	211517	C	History Fair board paints	20.99	N
					199-11-6395.00-001-311006					
				DISTRICT WIDE	300256	211806	C	grounds	314.95	N
					199-51-6318.00-999-399000					
								<b>Check 033051 Total:</b>	<b>369.72</b>	
								<b>Vendor 00057 Total:</b>	<b>369.72</b>	
022301	02-03-2023	00086	TEACHER RETIREMEN	UAIC -SUPP.	300070		D	February Premium	9,082.00	N
					863-00-2153.00-007-300000					
022302	02-09-2023	00086	TEACHER RETIREMEN		300071		D	January Payroll	3.22	N
					863-00-2155.00-000-300000					
					300071		D	January Payroll	39.61	N
					863-00-2155.00-000-300000					
					300071		D	January Payroll	3.71	N
					863-00-2155.04-000-300000					
					300071		D	January Payroll	8.91	N
					863-00-2155.08-000-300000					
								<b>Check 022302 Total:</b>	<b>55.45</b>	
022304	02-28-2023	00086	TEACHER RETIREMEN		300075		D	February Payroll	427.01	N
					863-00-2155.00-000-300000					
					300075		D	February Payroll	5,255.75	N
					863-00-2155.00-000-300000					
					300075		D	February Payroll	108.16	N
					863-00-2155.01-000-300000					
					300075		D	February Payroll	713.19	N
					863-00-2155.02-000-300000					
					300075		D	February Payroll	2,939.49	N
					863-00-2155.06-000-300000					
					300075		D	February Payroll	1,022.08	N
					863-00-2155.08-000-300000					
								<b>Check 022304 Total:</b>	<b>10,465.68</b>	
								<b>Vendor 00086 Total:</b>	<b>19,603.13</b>	

Check Nbr	Check Date	Vend Nbr	Payee	Organization	PO Nbr Fnd-Fnc-Obj.	Invoice Nbr So-Org-Prog	Typ Cd	Reason	Amount	EFT
033025	02-02-2023	00134	Walsh Gallegos Trevino	SCHOOL BOARD	300025	646879 199-41-6211.00-702-399000	C	Legal fees	502.50	N
033049	02-22-2023	00146	MASTERCARD - CARD	MARATHON SCHOO	300224	22223-1118 199-11-6395.00-001-311036	C	online classroom resource	147.32	N
				MARATHON SCHOO	300221	199-36-6412.31-001-391000	C	Basketball Meals HS	136.67	N
				MARATHON SCHOO	300220	199-36-6412.31-001-391000	C	Basketball Meals JH	228.99	N
				MARATHON SCHOO	300073	199-36-6499.31-001-391000	C	Athletic Fees	30.80	N
				DISTRICT WIDE	300232	1-026660 199-51-6319.01-999-399000	C	hardwood flooring concessio	510.00	N
<b>Check 033049 Total:</b>									<b>1,053.78</b>	
<b>Vendor 00146 Total:</b>									<b>1,053.78</b>	
022303	02-22-2023	00148	INTERNAL REVENUE S		300074	863-00-2151.00-000-300000	D	February Payroll	8,925.22	N
					300074	863-00-2152.01-000-300000	D	February Payroll	38.53	N
					300074	863-00-2152.01-000-300000	D	February Payroll	1,209.36	N
					300074	863-00-2152.01-000-300000	D	February Payroll	38.53	N
					300074	863-00-2152.02-000-300000	D	February Payroll	1,209.36	N
					300074	863-00-2152.02-000-300000	D	February Payroll	1,209.36	N
<b>Check 022303 Total:</b>									<b>11,421.00</b>	
033045	02-22-2023	00148	INTERNAL REVENUE S BUSINESS OFFICE		300072	199-41-6499.00-750-399000	C	Fee/November Payroll Subm	2,177.73	N
<b>Vendor 00148 Total:</b>									<b>13,598.73</b>	
033046	02-22-2023	00193	JOSTENS INC	MARATHON SCHOO	300263	30303438 199-23-6399.01-001-399000	C	Sr Diplomas, Cords, Medalio	24.80	N
033053	02-22-2023	00301	Odessa College	MARATHON SCHOO	300261	2575701 199-11-6223.00-001-338000	C	Spring 2023 Tuition/Fees	5,895.00	N
033058	02-22-2023	00304	School Specialty LLC	MARATHON SCHOO	300234	208131794701 199-11-6395.00-001-311011	C	Math classroom materials	80.98	N
033057	02-22-2023	00312	REGION 18 ESC	MARATHON SCHOO	300138	052430 199-11-6239.03-001-330000	C	TEKS Resource	336.00	N
				MARATHON SCHOO	300149	052490 289-13-6239.00-001-324000	C	PD/Tailor Made	2,731.00	N
<b>Check 033057 Total:</b>									<b>3,067.00</b>	
<b>Vendor 00312 Total:</b>									<b>3,067.00</b>	
033052	02-22-2023	00355	Nasco Education LLC	MARATHON SCHOO	300137	398801 199-11-6395.00-001-311033	C	Art Supplies	45.50	N
				MARATHON SCHOO	300245	405245 199-11-6395.01-001-330034	C	Science	294.00	N
				MARATHON SCHOO	300245	405245 199-11-6399.00-001-330000	C	Science	350.00	N
<b>Check 033052 Total:</b>									<b>689.50</b>	
<b>Vendor 00355 Total:</b>									<b>689.50</b>	

Check Nbr	Check Date	Vend Nbr	Payee	Organization	PO Nbr Fnd-Fnc-Obj.	Invoice Nbr So-Org-Prog	Typ Cd	Reason	Amount	EFT
033029	02-22-2023	00403	AA Chemical & Supply	DISTRICT WIDE	300252	117860	C	Custodial Supplies-pinesol,b	159.32	N
					199-51-6317.00-999-399000					
033028	02-24-2023	00637	First Financial Administr	ANNUITY #43	DEDCHK		D	FEB DED LIFE	8.64	N
				DENTAL/METLIFE	863-00-2153.00-043-300000	DEDCHK	D	FEB DED HEALTH INSURA	567.56	N
				VISION/METLIFE	863-00-2153.00-106-300000	DEDCHK	D	FEB DED HEALTH INSURA	198.37	N
				LIFE INSURANCE	863-00-2153.00-107-300000	DEDCHK	D	FEB DED LIFE	839.18	N
				CANCER INSURANC	863-00-2153.00-108-300000	DEDCHK	D	FEB DED HEALTH INSURA	163.48	N
				HOSPITAL GAP	863-00-2153.00-109-300000	DEDCHK	D	FEB DED HEALTH INSURA	21.60	N
				EMPLOYEE LIFE	863-00-2153.00-110-300000	DEDCHK	D	FEB DED LIFE	88.50	N
				SPOUSE LIFE	863-00-2153.00-113-300000	DEDCHK	D	FEB DED LIFE	14.00	N
				CHILD LIFE	863-00-2153.00-114-300000	DEDCHK	D	FEB DED LIFE	2.00	N
				MASA EMERGENT P	863-00-2153.00-115-300000	DEDCHK	D	FEB DED HEALTH INSURA	238.00	N
				ANNUITY #45	863-00-2153.00-120-300000	DEDCHK	D	FEB DED HEALTH INSURA	200.00	N
				ANNUITY #46	863-00-2159.00-045-300000	DEDCHK	D	FEB DED TAX SHEL. ANNU	270.00	N
				DISABILITY	863-00-2159.00-046-300000	DEDCHK	D	FEB DED TAX SHEL. ANNU	484.56	N
				FFGA HEALTH FLEX	863-00-2159.00-111-300000	DEDCHK	D	FEB DED INCOME	484.56	N
				AMERICAN FIDELIT	863-00-2159.00-116-300000	DEDCHK	D	FEB DED HSA	100.00	N
					863-00-2159.00-118-300000	DEDCHK	D	FEB DED INCOME	142.50	N
								<b>Check 033028 Total:</b>	<b>3,338.39</b>	
								<b>Vendor 00637 Total:</b>	<b>3,338.39</b>	
033026	02-02-2023	01033	MARATHON WATER &	DISTRICT WIDE	300027	3,23,\$47	C	Water/Sewer	684.52	N
					199-51-6259.01-999-399000					
033056	02-22-2023	01076	RANKIN ISD	MARATHON SCHOO	300270	2305	C	District Chair Fees	5,000.00	N
					199-36-6499.01-001-399017					
033062	02-22-2023	01219	WTG FUELS	DISTRICT WIDE	300029	4587025	C	Propane	2,760.00	N
					199-51-6259.04-999-399000					
033047	02-22-2023	01272	Labatt Food Service LLC	MARATHON SCHOO	300009	02199031	C	Breakfast Food	76.06	N
				MARATHON SCHOO	101-35-6341.00-001-399000	02128290	C	Breakfast Food	90.07	N
				MARATHON SCHOO	101-35-6341.00-001-399000	02057700	C	Breakfast Food	274.67	N
				MARATHON SCHOO	101-35-6341.00-001-399000	02199031	C	SCA GRANT EXP	82.35	N
				MARATHON SCHOO	101-35-6341.02-001-399000	02128290	C	SCA GRANT EXP	40.86	N
				MARATHON SCHOO	101-35-6341.02-001-399000	01290465	C	SCA GRANT EXP	74.89	N
				MARATHON SCHOO	101-35-6341.02-001-399000					

Check Nbr	Check Date	Vend Nbr	Payee	Organization	PO Nbr Fnd-Fnc-Obj.	Invoice Nbr So-Org-Prog	Typ Cd	Reason	Amount	EFT
				MARATHON SCHOO	300046	02057700	C	SCA GRANT EXP	108.95	N
					101-35-6341.02-001-399000					
				MARATHON SCHOO	300010	02199031	C	non food	19.42	N
					101-35-6342.00-001-399000					
				MARATHON SCHOO	300017	01290465	C	delivery fees	35.00	N
					101-35-6499.00-001-399000					
				MARATHON SCHOO	300017	02128290	C	delivery fees	35.00	N
					101-35-6499.00-001-399000					
				MARATHON SCHOO	300017	02199031	C	delivery fees	35.00	N
					101-35-6499.00-001-399000					
								<b>Check 033047 Total:</b>	<b>872.27</b>	
								<b>Vendor 01272 Total:</b>	<b>872.27</b>	
033034	02-22-2023	01366	AT&T MOBILITY	DISTRICT WIDE	300072	287273120946x02	C	Mobile/WiFi Service	119.05	N
					199-51-6258.00-999-399000					
033061	02-22-2023	01408	Texas Disposal Systems	DISTRICT WIDE	300028	7080277	C	Waste Removal	255.59	N
					199-51-6259.05-999-399000					
033033	02-22-2023	01414	AT&T	DISTRICT WIDE	300071		C	Long Distance	12.19	N
					199-51-6259.02-999-399000					
033050	02-22-2023	01512	MCCOY'S #86	MARATHON SCHOO	300062	8652215	C	cornhole materials	94.22	N
					199-11-6395.05-001-311215					
				DISTRICT WIDE	300259	8651791	C	Grounds maint supplies	61.47	N
					199-51-6319.01-999-399000					
				DISTRICT WIDE	300259	8652025	C	Grounds maint supplies	326.00	N
					199-51-6319.01-999-399000					
				DISTRICT WIDE	300259	8651442/C865179	C	Grounds maint supplies	143.63	N
					199-51-6319.01-999-399000					
								<b>Check 033050 Total:</b>	<b>625.32</b>	
								<b>Vendor 01512 Total:</b>	<b>625.32</b>	
033038	02-22-2023	01522	CMC BUSINESS SYST	MARATHON SCHOO	300058	30003035	C	Copier Lease	161.72	N
					199-11-6269.00-001-311001					
				MARATHON SCHOO	300058	30003035	C	Copier Lease	189.95	N
					199-11-6269.00-001-311101					
				SUPERINTENDENT	300058	30003035	C	Copier Lease	53.90	N
					199-41-6269.00-701-399000					
				BUSINESS OFFICE	300058	30003035	C	Copier Lease	53.90	N
					199-41-6269.00-750-399000					
								<b>Check 033038 Total:</b>	<b>459.47</b>	
								<b>Vendor 01522 Total:</b>	<b>459.47</b>	
033036	02-22-2023	01549	BIG BEND TELEPHONE	DISTRICT WIDE	300076	10559811	C	PO Created by Req: 101071	475.49	N
					199-51-6258.00-999-399000					
033030	02-22-2023	01607	Agency 405 Crime Reco	SUPERINTENDENT	300154	CRS202301255140	C	Background Checks	1.00	N
					199-41-6499.04-701-399000					
033035	02-22-2023	14055	AUTOZONE	DISTRICT WIDE	300216	354491084	C	Headlight for White/Yellow b	21.97	N
					199-34-6319.01-999-399000					
033039	02-22-2023	14094	DEMCO	MARATHON SCHOO	300239	7255317	C	library supplies	389.18	N
					199-12-6399.00-001-311000					
033048	02-22-2023	14193	Learning A-Z License	MARATHON SCHOO	300244	6387831	C	ELAR 2nd grade	234.00	N
					199-11-6399.00-001-336000					

Check Nbr	Check Date	Vend Nbr	Payee	Organization	PO Nbr Fnd-Fnc-Obj.	Invoice Nbr So-Org-Prog	Typ Cd	Reason	Amount	EFT
033055	02-22-2023	14250	QUILL CORPORATION	MARATHON SCHOO	300251	30780899	C	elem-infra thermometer, SE f	161.48	N
					199-11-6395.00-001-323018					
				MARATHON SCHOO	300229	30326520	C	copy paper, paper plates	173.19	N
					199-11-6399.30-001-311000					
				MARATHON SCHOO	300229	30326520	C	copy paper, paper plates	173.17	N
					199-23-6399.30-001-399000					
				MARATHON SCHOO	300251	30780899	C	elem-infra thermometer, SE f	39.12	N
					199-33-6399.00-001-399000					
				SUPERINTENDENT	300229	30326520	C	copy paper, paper plates	173.17	N
					199-41-6399.30-701-399000					
				BUSINESS OFFICE	300229	30326520	C	copy paper, paper plates	173.17	N
					199-41-6399.30-750-399000					
				SUPERINTENDENT	300229	30326520	C	copy paper, paper plates	48.99	N
					199-41-6499.00-701-399000					
<b>Check 033055 Total:</b>									<b>942.29</b>	
<b>Vendor 14250 Total:</b>									<b>942.29</b>	
033044	02-22-2023	14257	GAS CARD	MARATHON SCHOO	300228		C	Travel Basketball Game	81.86	N
					199-36-6494.00-001-391000					
033054	02-22-2023	14380	PITNEY BOWES, INC.	MARATHON SCHOO	300075	1022482858	C	Postage Machine Rental	18.23	N
					199-23-6269.01-001-399000					
				SUPERINTENDENT	300075	1022482858	C	Postage Machine Rental	19.37	N
					199-41-6269.01-701-399000					
				BUSINESS OFFICE	300075	1022482858	C	Postage Machine Rental	19.37	N
					199-41-6269.01-750-399000					
<b>Check 033054 Total:</b>									<b>56.97</b>	
<b>Vendor 14380 Total:</b>									<b>56.97</b>	
033042	02-22-2023	14386	Fort Stockton BOOSTER	MARATHON SCHOO	300265		C	Meals	130.00	N
					199-36-6412.32-001-391000					
033043	02-22-2023	14459	Fort Stockton HS Athleti	MARATHON SCHOO	300264		C	Track Meet	125.00	N
					199-36-6499.32-001-391000					
033032	02-22-2023	14551	Alpine County Club	MARATHON SCHOO	300267		C	Green Fees	400.00	N
					199-36-6499.38-001-391000					
033041	02-22-2023	14561	Ivonne Durant	SUPERINTENDENT	300257		C	Reimburse for lodging CCM	186.65	N
					199-41-6411.00-701-399000					
033027	02-02-2023	14575	Amy Ruth Anthony	MARATHON SCHOO	300198		C	contracted services	785.00	N
					199-31-6299.00-001-338000					
033059	02-22-2023	14585	Signs and Printing LLC	MARATHON SCHOO	300253	5153	C	Banners Gym	605.00	N
					199-36-6399.00-001-391000					
<b>Grand Total:</b>									<b>74,381.63</b>	

End of Report

						BA No.		
Account Number						Description	Debit	Credit
199	00	5742	00	000	300000	Interest Earnings/WTNB	\$ 10,000.00	
199	00	5742	04	000	300000	Interest Earnings/LSIP	\$ 19,000.00	
199	11	6112	00	001	311000	Substitute Teachers		\$ 5,000.00
199	34	6311	00	999	399000	Fuel/Gasoline		\$ 3,000.00
199	41	6211	00	702	399000	Legal Services/Board		\$ 5,000.00
199	51	6319	01	999	399000	Materials/Facilities/Maintenance		\$ 5,000.00
199	51	6259	05	999	399000	Heat/Propane		\$ 4,000.00
199	51	6398	02	999	399000	Teacherage/Furnishings		\$ 4,000.00
199	53	6236	02	999	399000	EdLink/On-Site Support		\$ 3,000.00
							<b>\$ 29,000.00</b>	<b>\$ 29,000.00</b>

**Prepared by:** Victoria Sanchez, Business Manager  
 Approved \_\_\_\_\_ 3/22/2023  
 President, Board of Trustees  
 Denied \_\_\_\_\_ 3/22/2023  
 Secretary, Board of Trustees

Statement of Unaudited Revenues and Expenditures  
 Marathon ISD  
 Budget vs. Actual As of February

Obj / Func	Description	Annual Budget	YTD Actual	YTD Encumbrance	Variance	Percent To Total
<b>REVENUES:</b>						
5700	Revenues, Local & Intermediate	1,194,984.00	-1,142,746.62	.00	52,237.38	73.47%
5800	State Program Revenues	597,193.00	-400,665.27	.00	196,527.73	25.76%
5900	Federal Program Revenues	56,000.00	-11,972.62	.00	44,027.38	.77%
<b>5000</b>	<b>Total Revenues</b>	<b>1,848,177.00</b>	<b>-1,555,384.51</b>	<b>.00</b>	<b>292,792.49</b>	<b>100.00%</b>
<b>EXPENDITURES:</b>						
11	Instruction	-928,096.00	404,981.99	6,773.87	-516,340.14	45.31%
12	Inst. Resources/Media Services	-2,750.00	982.30	.00	-1,767.70	.11%
13	Curriculum/Instructional PD	-7,268.00	768.00	.00	-6,500.00	.09%
23	School Leadership	-123,278.00	54,225.23	518.74	-68,534.03	6.07%
31	Guidance/Counseling/Evaluation	-14,114.00	7,794.96	3,517.50	-2,801.54	.87%
33	Health Services	-5,700.00	473.84	1,565.28	-3,660.88	.05%
34	Student Transportation	-14,824.00	4,396.00	4,238.20	-6,189.80	.49%
35	Food Services	-23,553.00	10,138.57	3,833.03	-9,581.40	1.13%
36	Extracurricular Activities	-93,565.00	38,758.26	6,299.44	-48,507.30	4.34%
41	General Administration	-280,877.00	144,277.04	18,990.72	-117,609.24	16.14%
51	Facilities Maintenance & Opera	-207,736.00	100,845.01	32,738.60	-74,152.39	11.28%
52	Security & Monitoring Services	-21,385.00	5,378.98	.00	-16,006.02	.60%
53	Data Processing Services	-202,118.00	90,387.47	29.50	-111,701.03	10.11%
61	Community Services	-1,000.00	593.67	.00	-406.33	.07%
71	Debt Services	-10,000.00	.00	.00	-10,000.00	.00%
93	Payments to Fiscal Agent	-3,300.00	3,300.00	.00	.00	.37%
99	Other Intergovernmental Charge	-37,550.00	26,505.00	11,045.00	.00	2.97%
<b>6000</b>	<b>Total Expenditures</b>	<b>-1,977,114.00</b>	<b>893,806.32</b>	<b>89,549.88</b>	<b>-993,757.80</b>	<b>100.00%</b>
<b>OPERATING TRANSFERS:</b>						
7913	Proceeds of Capital Leases	10,000.00	.00	.00	10,000.00	
7915	Operating Transfers In	3,753.00	.00	.00	3,753.00	
7949	Other Resources	5,800.00	.00	.00	5,800.00	
<b>7000</b>	<b>Total Other Resources/Non-Operating Rev</b>	<b>19,553.00</b>	<b>.00</b>	<b>.00</b>	<b>19,553.00</b>	
8911	Operating Transfers Out	-3,753.00	.00	.00	-3,753.00	
<b>8000</b>	<b>Total Other Uses/Non-Operating Exp</b>	<b>-3,753.00</b>	<b>.00</b>	<b>.00</b>	<b>-3,753.00</b>	
<b>Total Operating Transfers</b>		<b>15,800.00</b>	<b>.00</b>			
<b>3000 Fund Balance - February (Unaudited)</b>		<b>.00</b>	<b>.00</b>			
<b>3000 Year to Date Fund Balance (Unaudited)</b>		<b>-113,137.00</b>	<b>-661,578.19</b>			

End of Report

**0177 - MAINTENANCE FUND/WTNB**

Cash	Cash Starting Balance	.00
	101 / 3	7,771.95
	199 / 3	479,350.34
	211 / 2	.00
	255 / 2	.00
	270 / 1	.00
	281 / 1	-.00
	282 / 1	-629.29
	283 / 2	-.00
	289 / 2	.00
	289 / 3	-5,463.00
	429 / 0	.00
	461 / 3	1,285.11
	498 / 3	10,000.00
	499 / 3	-.22
	863 / 3	-6,411.72
	864 / 0	.00
	864 / 3	.00
	865 / 3	2,881.91
	Cash Ending Balance	488,785.08
	<b>Group 0177 Ending Balance</b>	<b>488,785.08</b>

**0456 - SCHOLARSHIP FUND/WTNB**

Cash	Cash Starting Balance	.00
	829 / 3	39,533.05
	Cash Ending Balance	39,533.05
	<b>Group 0456 Ending Balance</b>	<b>39,533.05</b>

**1225 - CD 1225/TRANSPECOS BANK**

Add Investments	Investment Starting Balance	.00
CD - CD/OPERATIONS	199 / 3 1101 02	65,592.81
	Investment Ending Balance	65,592.81
	<b>Group 1225 Ending Balance</b>	<b>65,592.81</b>

**1312 - CD 1312/TRANSPECOS BANK**

Add Investments	Investment Starting Balance	.00
CD - CD/OPERATIONS	199 / 3 1101 03	9,355.96
	Investment Ending Balance	9,355.96
	<b>Group 1312 Ending Balance</b>	<b>9,355.96</b>

**LSIP - LONE STAR INVESTMENT POOL**

Cash	Cash Starting Balance	.00
	199 / 3	2,164,448.57
	Cash Ending Balance	2,164,448.57
	<b>Group LSIP Ending Balance</b>	<b>2,164,448.57</b>

**TOTALS**

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Cash Ending Balance	2,692,766.70
Add Investment Balance	74,948.77
Totals	2,767,715.47

End of Report

Board Report  
 Detail Comparison of Revenue to Budget  
 Marathon ISD  
 As of February

Fund 101 / 3 Food Service Fund

	Budget	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
5000 - Revenue Control Accounts						
5900 - Federal Program Revenues						
5920 - Federal Revenues Dist by TEA						
5921-00.000-3-00000 School Breakfast Program		14,000.00	-1,127.64	-4,973.56	9,026.44	35.53%
5921-01.000-3-00000 P-EBT LOCAL ADMIN COST		.00	.00	-628.00	-628.00	.00%
5921-02.000-3-00000 SBP/Square Meals/SCA		.00	.00	-6,371.06	-6,371.06	.00%
<b>Sub Total 5920</b>		<b>14,000.00</b>	<b>-1,127.64</b>	<b>-11,972.62</b>	<b>2,027.38</b>	<b>85.52%</b>
<b>Total Federal Program Revenues</b>		<b>14,000.00</b>	<b>-1,127.64</b>	<b>-11,972.62</b>	<b>2,027.38</b>	<b>85.52%</b>

Fund 101 / 3 Food Service Fund

	Budget	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
7000 - Other Resources/NonOperating R						
7900 - Other Resources/NonOperating R						
7910 - Other Resources/NonOperating R						
7915-00.000-3-00000 Transfer In/199		3,753.00	.00	.00	3,753.00	.00%
<b>Sub Total 7910</b>		<b>3,753.00</b>	<b>.00</b>	<b>.00</b>	<b>3,753.00</b>	<b>.00%</b>
7940 - Other Resources						
7949-00.001-3-00000 Other Resources/SCA Grant		5,800.00	.00	.00	5,800.00	.00%
<b>Sub Total 7940</b>		<b>5,800.00</b>	<b>.00</b>	<b>.00</b>	<b>5,800.00</b>	<b>.00%</b>
<b>Total Other Resources/NonOperating R</b>		<b>9,553.00</b>	<b>.00</b>	<b>.00</b>	<b>9,553.00</b>	<b>.00%</b>
<b>Total Revenue Local-State-Federal</b>		<b>23,553.00</b>	<b>-1,127.64</b>	<b>-11,972.62</b>	<b>11,580.38</b>	<b>50.83%</b>
<b>Total for 001 - Marathon Schools</b>	<b>.00</b>	<b>23,553.00</b>	<b>-1,127.64</b>	<b>-11,972.62</b>	<b>11,580.38</b>	<b>50.83%</b>

	Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Realized
6000 - Expenditures/Expense Object Co						
35 - Food Services						
6100 - Payroll Costs						
6129-00.001-3-99000 Salary/Food Service	-10,203.00	.00	3,927.35	809.15	-6,275.65	38.49%
6141-00.001-3-99000 Social Security/Medicare	-148.00	.00	56.93	11.73	-91.07	38.47%
6142-00.001-3-99000 Group Health & Life	-2,258.00	.00	869.46	144.91	-1,388.54	38.51%
6143-00.001-3-99000 Workers' Compensation	-50.00	.00	28.39	4.73	-21.61	56.78%
6145-00.001-3-99000 Unemployment	-40.00	.00	.00	.00	-40.00	.00%
6146-00.001-3-99000 TRS/TRS Care	-1,204.00	.00	480.13	95.48	-723.87	39.88%
<b>Sub Total 6100</b>	<b>-13,903.00</b>	<b>.00</b>	<b>5,362.26</b>	<b>1,066.00</b>	<b>-8,540.74</b>	<b>38.57%</b>
6300 - Supplies & Materials						
6341-00.001-3-99000 Food	-4,500.00	2,101.19	2,398.16	440.80	-.65	53.29%
6341-02.001-3-99000 SCA Grant Expenditures	-2,500.00	767.35	1,732.65	307.05	.00	69.31%
6342-00.001-3-99000 Non-Food	-500.00	438.50	61.50	19.42	.00	12.30%
<b>Sub Total 6300</b>	<b>-7,500.00</b>	<b>3,307.04</b>	<b>4,192.31</b>	<b>767.27</b>	<b>-.65</b>	<b>55.90%</b>
6400 - Other Operating Costs						
6411-00.001-3-99000 Employee Travel/Prof Dev	-750.00	.00	9.99	.00	-740.01	1.33%
6499-00.001-3-99000 Misc Costs	-1,100.00	525.99	574.01	105.00	.00	52.18%
6499-01.001-3-99000 TDSHS Fees	-300.00	.00	.00	.00	-300.00	.00%
<b>Sub Total 6400</b>	<b>-2,150.00</b>	<b>525.99</b>	<b>584.00</b>	<b>105.00</b>	<b>-1,040.01</b>	<b>27.16%</b>
<b>Total Function 35 Food Services</b>	<b>-23,553.00</b>	<b>3,833.03</b>	<b>10,138.57</b>	<b>1,938.27</b>	<b>-9,581.40</b>	<b>43.05%</b>
<b>Total Expenditures</b>	<b>-23,553.00</b>	<b>3,833.03</b>	<b>10,138.57</b>	<b>1,938.27</b>	<b>-9,581.40</b>	<b>43.05%</b>
<b>Total for 001 - Marathon Schools</b>	<b>-23,553.00</b>	<b>3,833.03</b>	<b>10,138.57</b>	<b>1,938.27</b>	<b>-9,581.40</b>	<b>43.05%</b>

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Realized</u>
6000 - Expenditures/Expense Object Co						
51 - Facilities Maintenance & Opera						
6200 - Professional & Contracted Serv						
6249-00.001-3-99000 Repairs/Fac/Security	-10,000.00	.00	.00	.00	-10,000.00	.00%
<b>Sub Total 6200</b>	<b>-10,000.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-10,000.00</b>	<b>.00%</b>
6300 - Supplies & Materials						
6319-00.001-3-99000 Materials/Fac/Security	-10,000.00	.00	.00	.00	-10,000.00	.00%
<b>Sub Total 6300</b>	<b>-10,000.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-10,000.00</b>	<b>.00%</b>
<b>Total Function 51 Facilities Maintenance &amp; Opera</b>	<b>-20,000.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-20,000.00</b>	<b>.00%</b>
52 - Security & Monitoring Services						
6300 - Supplies & Materials						
6398-00.001-3-99000 Security Equipment	-5,000.00	.00	.00	.00	-5,000.00	.00%
<b>Sub Total 6300</b>	<b>-5,000.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-5,000.00</b>	<b>.00%</b>
6600 - Capital Outlay/Land/Bldgs/Equi						
6639-00.001-3-99000 Security Cameras/Installation	-9,280.00	.00	.00	.00	-9,280.00	.00%
<b>Sub Total 6600</b>	<b>-9,280.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-9,280.00</b>	<b>.00%</b>
<b>Total Function 52 Security &amp; Monitoring Services</b>	<b>-14,280.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-14,280.00</b>	<b>.00%</b>
<b>Total Expenditures</b>	<b>-34,280.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-34,280.00</b>	<b>.00%</b>
<b>Total for 001 - Marathon Schools</b>	<b>-34,280.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-34,280.00</b>	<b>.00%</b>

Board Report  
Detail Comparison of Revenue to Budget  
Marathon ISD  
As of February

Fund 199 / 3 General Operating Fund

	Budget	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
5000 - Revenue Control Accounts						
5700 - Revenues, Local & Intermediate						
5710 - Revenues, Local Property Taxes						
5711-00.000-3-00000 Taxes-Current Year Levy		1,135,884.00	-64,918.56	-1,086,769.60	49,114.40	95.68%
5712-00.000-3-00000 Taxes-Prior Years		10,000.00	-142.70	-6,278.27	3,721.73	62.78%
5719-00.000-3-00000 Taxes-Penalty & Interest		7,000.00	-293.53	-3,051.32	3,948.68	43.59%
<b>Sub Total 5710</b>		<b>1,152,884.00</b>	<b>-65,354.79</b>	<b>-1,096,099.19</b>	<b>56,784.81</b>	<b>95.07%</b>
5740 - Revenues from Local Sources						
5742-00.000-3-00000 Interest Earnings/WTNB		700.00	-1,825.93	-7,474.22	-6,774.22	-1067.75%
5742-01.000-3-00000 Interest Earnings/TPB		400.00	.00	-22.28	377.72	5.57%
5742-04.000-3-00000 Interest Earnings/LSIP		9,000.00	-7,686.44	-34,944.89	-25,944.89	-388.28%
5743-00.000-3-00000 Rent - Teacherage		3,000.00	.00	-2,000.00	1,000.00	66.67%
5744-00.000-3-00000 Gymnasium A/C		.00	-2,000.00	-2,000.00	-2,000.00	.00%
5749-00.000-3-00000 Misc Revenues		6,500.00	.00	-206.04	6,293.96	3.17%
5749-01.000-3-00000 E-Rate Funds		22,500.00	.00	.00	22,500.00	.00%
<b>Sub Total 5740</b>		<b>42,100.00</b>	<b>-11,512.37</b>	<b>-46,647.43</b>	<b>-4,547.43</b>	<b>110.80%</b>
<b>Total Revenues, Local &amp; Intermediate</b>		<b>1,194,984.00</b>	<b>-76,867.16</b>	<b>-1,142,746.62</b>	<b>52,237.38</b>	<b>95.63%</b>
5800 - State Program Revenues						
5810 - Per Capita & FSP Revenues						
5811-00.000-3-00000 Available School Fund		30,912.00	.00	-10,091.00	20,821.00	32.64%
5812-00.000-3-00000 School Foundation Program		490,236.00	.00	-360,922.00	129,314.00	73.62%
<b>Sub Total 5810</b>		<b>521,148.00</b>	<b>.00</b>	<b>-371,013.00</b>	<b>150,135.00</b>	<b>71.19%</b>
5820 - State Revenues Dist by TEA						
5829-00.000-3-00000 TIA State Revenues Dist by		4,000.00	.00	.00	4,000.00	.00%
<b>Sub Total 5820</b>		<b>4,000.00</b>	<b>.00</b>	<b>.00</b>	<b>4,000.00</b>	<b>.00%</b>
5830 - State Revenues/Tx Gov Agencies						
5831-00.000-3-00000 TRS On Behalf		72,045.00	-15,660.47	-29,652.27	42,392.73	41.16%
<b>Sub Total 5830</b>		<b>72,045.00</b>	<b>-15,660.47</b>	<b>-29,652.27</b>	<b>42,392.73</b>	<b>41.16%</b>
<b>Total State Program Revenues</b>		<b>597,193.00</b>	<b>-15,660.47</b>	<b>-400,665.27</b>	<b>196,527.73</b>	<b>67.09%</b>
5900 - Federal Program Revenues						
5930 - Other Federal Revenues						
5931-00.000-3-00000 School Health/SHARS		42,000.00	.00	.00	42,000.00	.00%
<b>Sub Total 5930</b>		<b>42,000.00</b>	<b>.00</b>	<b>.00</b>	<b>42,000.00</b>	<b>.00%</b>
<b>Total Federal Program Revenues</b>		<b>42,000.00</b>	<b>.00</b>	<b>.00</b>	<b>42,000.00</b>	<b>.00%</b>

Fund 199 / 3 General Operating Fund

	Budget	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
7000 - Other Resources/NonOperating R						
7900 - Other Resources/NonOperating R						
7910 - Other Resources/NonOperating R						
7913-00.000-3-00000 Other Resources/GASB 87		10,000.00	.00	.00	10,000.00	.00%
<b>Sub Total 7910</b>		<b>10,000.00</b>	<b>.00</b>	<b>.00</b>	<b>10,000.00</b>	<b>.00%</b>
<b>Total Other Resources/NonOperating R</b>		<b>10,000.00</b>	<b>.00</b>	<b>.00</b>	<b>10,000.00</b>	<b>.00%</b>
<b>Total Revenue Local-State-Federal</b>		<b>1,844,177.00</b>	<b>-92,527.63</b>	<b>-1,543,411.89</b>	<b>300,765.11</b>	<b>83.69%</b>
<b>Total for 000</b>	<b>.00</b>	<b>1,844,177.00</b>	<b>-92,527.63</b>	<b>-1,543,411.89</b>	<b>300,765.11</b>	<b>83.69%</b>

Fund 199 / 3 General Operating Fund

		Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Realized
6000 - Expenditures/Expense Object Co							
11 - Instruction							
6100 - Payroll Costs							
6112-00.001-3-11000	Substitute Teacher ✓	-7,000.00	.00	5,762.35	1,694.75	-1,237.65	82.32%
6117-00.001-3-11000	Retention Pay	-11,000.00	.00	6,000.00	.00	-5,000.00	54.55%
6118-00.001-3-30000	Salaries/Tutor/SS/CR	.00	.00	.00	.00	.00	.00%
6118-03.001-3-11000	Stipend/Masters	-14,001.00	.00	6,500.06	1,249.96	-7,500.94	46.43%
6119-00.001-3-11000	Salaries/Teacher/Reg	-439,765.00	.00	182,242.40	37,097.94	-257,522.60	41.44%
6119-00.001-3-11032	Salaries/Teacher/PreK	-21,752.00	.00	7,470.64	1,933.33	-14,281.36	34.34%
6119-00.001-3-22000	Salaries/Teacher/CTE	-20,571.00	.00	8,305.02	1,714.17	-12,265.98	40.37%
6119-00.001-3-23000	Salaries/Teacher/SpEd	-21,946.00	.00	9,257.50	1,828.75	-12,688.50	42.18%
6119-00.001-3-30000	Salaries/Teacher/SCE	-15,675.00	.00	1,101.69	1,517.12	-14,573.31	7.03%
6119-00.001-3-30032	Salaries/PK/SCE	-31,417.00	.00	14,237.33	7,250.00	-17,179.67	45.32%
6119-00.001-3-32000	Professional Salaries	.00	.00	.00	-2,416.66	.00	.00%
6119-00.001-3-34000	Professional Salaries	.00	.00	.00	-2,416.67	.00	.00%
6119-00.001-3-36000	Salary/Early Education	-4,834.00	.00	1,933.32	483.33	-2,900.68	39.99%
6119-00.001-3-37000	SalaryDyslexia	-3,060.00	.00	973.64	255.00	-2,086.36	31.82%
6119-00.001-3-38000	Salary/ECHS/DC	-24,961.00	.00	10,452.46	2,182.66	-14,508.54	41.88%
6127-00.001-3-11000	Retention Pay	-1,000.00	.00	500.00	.00	-500.00	50.00%
6129-00.001-3-11000	Salary/Temp History	-12,048.00	.00	12,047.92	.00	-.08	100.00%
6129-00.001-3-30000	Teacher Aide/SCE	-13,922.00	.00	7,294.69	1,887.93	-6,627.31	52.40%
6129-00.001-3-30032	Salaries/PK/SCE	-10,681.00	.00	3,840.32	890.01	-6,840.68	35.95%
6129-00.001-3-34000	Salaries/Support Personnel	.00	.00	.00	-890.01	.00	.00%
6139-00.001-3-11000	Local Leave Paid	-130.00	.00	130.00	.00	.00	100.00%
6139-99.001-3-11000	Payroll Distribution Funds	-8,046.00	.00	.00	.00	-8,046.00	.00%
6141-00.001-3-11000	Social Security/Medicare	-8,313.00	.00	3,989.48	631.10	-4,323.52	47.99%
6141-00.001-3-11032	Social Security/Medicare	-119.00	.00	-3.81	.00	-122.81	3.20%
6141-00.001-3-22000	Social Security/Medicare	-1,658.00	.00	120.45	24.86	-1,537.55	7.26%
6141-00.001-3-23000	Social Security/Medicare	-319.00	.00	134.32	26.53	-184.68	42.11%
6141-00.001-3-30000	Social Security/Medicare	-1,026.00	.00	310.72	93.46	-715.28	30.28%
6141-00.001-3-30032	Social Security/Medicare	-1.00	.00	.26	.00	-.74	26.00%
6141-00.001-3-32000	Social Security/Medicare	.00	.00	35.04	.00	35.04	.00%
6141-00.001-3-34000	Social Security/Medicare	.00	.00	47.95	.00	47.95	.00%
6141-00.001-3-36000	Social Security/Medicare	-71.00	.00	28.04	7.01	-42.96	39.49%
6141-00.001-3-37000	Social Security/Medicare	-44.00	.00	13.65	3.62	-30.35	31.02%
6141-00.001-3-38000	Social Security/Medicare	-360.00	.00	150.49	31.39	-209.51	41.80%
6142-00.001-3-11000	Group Health & Life	-41,459.00	.00	20,686.64	3,480.04	-20,772.36	49.90%
6142-00.001-3-11032	Group Health & Life	-615.00	.00	237.42	211.41	-377.58	38.60%
6142-00.001-3-22000	Group Health & Life	-2,310.00	.00	985.38	164.23	-1,324.62	42.66%
6142-00.001-3-23000	Group Health & Life	-3,305.00	.00	1,651.92	275.32	-1,653.08	49.98%
6142-00.001-3-30000	Group Health & Life	-5,676.00	.00	2,501.92	502.50	-3,174.08	44.08%
6142-00.001-3-30032	Group Health & Life	-186.00	.00	185.40	.00	-.60	99.68%
6142-00.001-3-32000	Group Health & Life	.00	.00	.00	-26.01	.00	.00%
6142-00.001-3-34000	Group Health & Life	.00	.00	.00	-185.40	.00	.00%
6142-00.001-3-36000	Group Health & Life	-52.00	.00	20.80	5.20	-31.20	40.00%
6142-00.001-3-37000	Group Health & Life	.00	.00	173.88	28.98	173.88	.00%
6142-00.001-3-38000	Group Health & Life	-3,002.00	.00	1,431.86	262.03	-1,570.14	47.70%
6143-00.001-3-11000	Workers' Compensation	-2,186.00	.00	1,440.57	245.54	-745.43	65.90%
6143-00.001-3-11032	Workers' Compensation	-283.00	36	14.13	.00	-268.87	4.99%
6143-00.001-3-22000	Workers' Compensation	-96.00	.00	60.12	10.02	-35.88	62.62%
6143-00.001-3-23000	Workers' Compensation	-84.00	.00	64.14	10.69	-19.86	76.36%

Fund 199 / 3 General Operating Fund

		Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Realized
6000 - Expenditures/Expense Object Co							
11 - Instruction							
6100 - Payroll Costs							
6143-00.001-3-30000	Workers' Compensation	-250.00	.00	141.85	13.08	-108.15	56.74%
6143-00.001-3-30032	Workers' Compensation	-51.00	.00	19.34	.00	-31.66	37.92%
6143-00.001-3-32000	Workers' Compensation	.00	.00	14.13	.00	14.13	.00%
6143-00.001-3-34000	Workers' Compensation	.00	.00	19.34	.00	19.34	.00%
6143-00.001-3-36000	Workers' Compensation	.00	.00	11.32	2.83	11.32	.00%
6143-00.001-3-37000	Workers' Compensation	.00	.00	8.94	1.49	8.94	.00%
6143-00.001-3-38000	Workers' Compensation	-101.00	.00	69.34	12.76	-31.66	68.65%
6143-99.001-3-11000	Workers' Compensation	-839.00	.00	.00	.00	-839.00	.00%
6144-00.001-3-11000	TRS On-Behalf	-31,020.00	.00	15,878.35	8,361.08	-15,141.65	51.19%
6144-00.001-3-11032	TRS On-Behalf	-3,423.00	.00	.00	.00	-3,423.00	.00%
6144-00.001-3-22000	TRS On-Behalf	-1,616.00	.00	864.01	440.74	-751.99	53.47%
6144-00.001-3-23000	TRS On-Behalf	-1,200.00	.00	801.39	421.21	-398.61	66.78%
6144-00.001-3-30000	TRS On-Behalf	-4,465.00	.00	1,558.93	861.13	-2,906.07	34.91%
6144-00.001-3-30032	TRS ON-BEHALF BENEFIT	-974.00	.00	.00	.00	-974.00	.00%
6144-00.001-3-34000	TRS ON-BEHALF BENEFIT	.00	.00	164.66	82.33	164.66	.00%
6144-00.001-3-37000	TRS ON-BEHALF BENEFIT	.00	.00	120.17	62.18	120.17	.00%
6144-00.001-3-38000	TRS On-Behalf	-1,725.00	.00	993.85	526.50	-731.15	57.61%
6145-00.001-3-11000	Unemployment	-1,100.00	.00	.00	.00	-1,100.00	.00%
6146-00.001-3-11000	Teacher Retirement/TRS	-29,556.00	.00	12,599.87	2,242.60	-16,956.13	42.63%
6146-00.001-3-11032	Teacher Retirement/TRS	-17,333.00	.00	1,182.71	796.04	-16,150.29	6.82%
6146-00.001-3-22000	Teacher Retirement/TRS	-656.00	.00	328.71	57.26	-327.29	50.11%
6146-00.001-3-23000	Teacher Retirement/TRS	-991.00	.00	486.44	81.81	-504.56	49.09%
6146-00.001-3-30000	Teacher Retirement/TRS	-5,252.00	.00	2,070.61	489.82	-3,181.39	39.43%
6146-00.001-3-30032	Teacher Retirement/TRS	-405.00	.00	404.80	.00	-.20	99.95%
6146-00.001-3-32000	Teacher Retirement/TRS	.00	.00	.00	-386.67	.00	.00%
6146-00.001-3-34000	Teacher Retirement/TRS	.00	.00	.00	-409.37	.00	.00%
6146-00.001-3-36000	Teacher Retirement/TRS	.00	.00	309.32	77.33	309.32	.00%
6146-00.001-3-37000	Teacher Retirement/TRS	.00	.00	53.34	8.49	53.34	.00%
6146-00.001-3-38000	Teacher Retirement/TRS	-977.00	.00	463.24	80.09	-513.76	47.41%
<b>Sub Total 6100</b>		<b>-834,908.00</b>	<b>.00</b>	<b>350,894.77</b>	<b>73,886.86</b>	<b>-484,013.23</b>	<b>42.03%</b>
6200 - Professional & Contracted Serv							
6222-00.001-3-11000	TxVSN	.00	.00	.00	.00	.00	.00%
6223-00.001-3-38000	Tuition/ECHS/DC	-11,715.00	.00	11,715.00	5,895.00	.00	100.00%
6239-03.001-3-30000	TEKS Resource System	-336.00	.00	336.00	336.00	.00	100.00%
6239-04.001-3-30000	R.18 DMAC	-4,543.00	.00	4,542.72	.00	-.28	99.99%
6239-05.001-3-30000	R.18/Discovery Ed	-116.00	115.71	.00	.00	-.29	.00%
6268-00.001-3-22015	NN/Rental/Cylinders	-2,500.00	530.17	1,969.83	29.76	.00	78.79%
6269-00.001-3-11001	Rental/Copier/HS	-2,500.00	1,529.68	970.32	161.72	.00	38.81%
6269-00.001-3-11101	Rental/Copier/MES	-2,600.00	1,460.60	1,139.70	189.95	.30	43.83%
6299-00.001-3-30000	Edgenuity/Online Curr SVS	-11,000.00	.00	11,000.00	.00	.00	100.00%
6299-33.001-3-11000	CPR Certification/SVS	-250.00	.00	.00	.00	-250.00	.00%
<b>Sub Total 6200</b>		<b>-35,560.00</b>	<b>3,636.16</b>	<b>31,673.57</b>	<b>6,612.43</b>	<b>-250.27</b>	<b>89.07%</b>
6300 - Supplies & Materials							
6321-00.001-3-11000	Textbooks/Regular	-1,000.00	.00	.00	.00	-1,000.00	.00%
6321-01.001-3-38000	College Textbooks/ECHS/DC	-500.00	37	.00	.00	-500.00	.00%
6395-00.001-3-11006	History Fair Materials	-526.00	45.23	342.92	54.77	-137.85	65.19%
6395-00.001-3-11011	LR/Math/Inst Materials	-800.00	.00	649.96	80.98	-150.04	81.25%

Fund 199 / 3 General Operating Fund

		Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Realized
6000 - Expenditures/Expense Object Co							
11 - Instruction							
6300 - Supplies & Materials							
6395-00.001-3-11012	TJ/Instructional Materials	-800.00	.00	167.78	.00	-632.22	20.97%
6395-00.001-3-11013	JG/Instructional Materials	-800.00	.00	.00	.00	-800.00	.00%
6395-00.001-3-11020	H & A/Instr Materials	-800.00	215.00	439.99	.00	-145.01	55.00%
6395-00.001-3-11024	PE Instructional Materials	-250.00	.00	.00	.00	-250.00	.00%
6395-00.001-3-11032	CJ/EE-PK Materials	-800.00	.00	.00	.00	-800.00	.00%
6395-00.001-3-11033	MB/K-1 Instructional	-800.00	.00	191.32	45.50	-608.68	23.91%
6395-00.001-3-11034	MP/3-5 Instructional Materials	-800.00	.00	.00	.00	-800.00	.00%
6395-00.001-3-11035	PH 2/Instructional Materials	-800.00	.00	.00	.00	-800.00	.00%
6395-00.001-3-11036	KH/3-4 Instructional Materials	-800.00	196.81	515.73	147.32	-87.46	64.47%
6395-00.001-3-23018	JNG/SpEd Inst. Materials	-500.00	.00	161.48	161.48	-338.52	32.30%
6395-01.001-3-11012	TJ/Science Lab Materials	-500.00	.00	.00	.00	-500.00	.00%
6395-01.001-3-22015	NN/Plate Steel	-5,400.00	.00	4,696.50	.00	-703.50	86.97%
6395-01.001-3-30034	Science Materials/SCE	-500.00	.00	294.00	294.00	-206.00	58.80%
6395-02.001-3-11215	NN/Wood Work Books	-200.00	.00	.00	.00	-200.00	.00%
6395-02.001-3-11024	PE Field Day	-250.00	.00	.00	.00	-250.00	.00%
6395-02.001-3-11035	MP/3-5 Science Lab	-500.00	.00	.00	.00	-500.00	.00%
6395-02.001-3-22015	NN/Disc, Cords,Burshes...	-800.00	10.00	210.00	.00	-580.00	26.25%
6395-03.001-3-11215	NN/Feed/Poultry	-250.00	.00	.00	.00	-250.00	.00%
6395-04.001-3-11015	NN/Green House	-100.00	.00	.00	.00	-100.00	.00%
6395-04.001-3-11215	NN/Career Inv/6	-1,000.00	.00	.00	.00	-1,000.00	.00%
6395-05.001-3-11215	NN/Career Inv/7-8	-2,000.00	226.81	548.19	94.22	-1,225.00	27.41%
6395-06.001-3-22015	NN/Welding Books	-400.00	.00	.00	.00	-400.00	.00%
6395-07.001-3-22015	NN/Weld Gloves, lens, etc	-925.00	.00	.00	.00	-925.00	.00%
6397-00.001-3-11007	Technology Materials	-1,200.00	.00	950.97	.00	-249.03	79.25%
6397-01.001-3-11000	Printer Cartridges	-3,000.00	.00	1,479.77	.00	-1,520.23	49.33%
6397-02.001-3-11000	Laminator Film	-500.00	.00	.00	.00	-500.00	.00%
6398-00.001-3-22015	NN/Torch Cart & Hoses	-350.00	.00	209.22	.00	-140.78	59.78%
6398-01.001-3-11007	Teacher Laptops/Chrome	-2,000.00	.00	.00	.00	-2,000.00	.00%
6398-01.001-3-22015	NN/Welding Helmets	-1,500.00	.00	.00	.00	-1,500.00	.00%
6399-00.001-3-11000	Basics Materials	-200.00	.00	119.99	.00	-80.01	59.99%
6399-00.001-3-21033	MB/GT Instructional Materials	-500.00	.00	.00	.00	-500.00	.00%
6399-00.001-3-22015	NN/Welding Class Materials	-3,000.00	2,328.42	.00	.00	-671.58	.00%
6399-00.001-3-30000	Inst. Materials/SCE	-400.00	.00	402.50	350.00	2.50	100.63%
6399-00.001-3-36000	PK-3/Reading/Math	-5,000.00	15.44	234.00	234.00	-4,750.56	4.68%
6399-00.001-3-37000	Dyslexia Materials	-250.00	.00	.00	.00	-250.00	.00%
6399-01.001-3-21033	MB/NNAT3 (GT)	-500.00	.00	.00	.00	-500.00	.00%
6399-01.001-3-22015	NN/Welding Consumables	-300.00	.00	.00	.00	-300.00	.00%
6399-01.001-3-30000	HMH Reading Intervention	-175.00	.00	.00	.00	-175.00	.00%
6399-10.001-3-30000	Istation/Reading/SCE	-1,250.00	.00	1,224.00	.00	-26.00	97.92%
6399-11.001-3-30000	Renaissance Learning/SCE	-5,135.00	.00	5,135.00	.00	.00	100.00%
6399-14.001-3-11011	LR/Materials/Garden	-250.00	.00	.00	.00	-250.00	.00%
6399-16.001-3-11000	Art Materials	-800.00	.00	.00	.00	-800.00	.00%
6399-30.001-3-11000	Paper/Copy Machine	-1,000.00	.00	338.41	173.19	-661.59	33.84%
<b>Sub Total 6300</b>		<b>-50,111.00</b>	<b>3,037.71</b>	<b>18,311.73</b>	<b>1,635.46</b>	<b>-28,761.56</b>	<b>36.54%</b>

Fund 199 / 3 General Operating Fund

As of February

	Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Realized
6000 - Expenditures/Expense Object Co						
11 - Instruction						
6400 - Other Operating Costs						
6412-00.001-3-11000 Meals/Field Trips/Reg	-500.00	.00	.00	.00	-500.00	.00%
6412-00.001-3-11015 NN/Travel/CTE	-300.00	.00	.00	.00	-300.00	.00%
6412-00.001-3-23000 Field	-100.00	.00	.00	.00	-100.00	.00%
6412-00.001-3-38000 Meals/Travel/CCMR	-500.00	.00	85.39	.00	-414.61	17.08%
6494-00.001-3-11000 Fuel/Field Trips/Reg	-300.00	.00	.00	.00	-300.00	.00%
6494-00.001-3-11015 NN/Fuel/CTE	-100.00	.00	.00	.00	-100.00	.00%
6494-00.001-3-38000 Fuel/CCMR	-300.00	.00	.00	.00	-300.00	.00%
6495-00.001-3-11033 Field Trip Fees	-300.00	.00	.00	.00	-300.00	.00%
6499-00.001-3-11000 Misc Costs/Fees/Field	-250.00	.00	.00	.00	-250.00	.00%
6499-00.001-3-22015 NN/Fees/CTE	-750.00	.00	.00	.00	-750.00	.00%
6499-00.001-3-30000 Misc Costs/After School	-100.00	100.00	.00	.00	.00	.00%
6499-01.001-3-11000 TexQuest Participation Fee	-17.00	.00	16.53	.00	-.47	97.24%
6499-99.001-3-11000 TIA FEES	-4,000.00	.00	4,000.00	.00	.00	100.00%
<b>Sub Total 6400</b>	<b>-7,517.00</b>	<b>100.00</b>	<b>4,101.92</b>	<b>.00</b>	<b>-3,315.08</b>	<b>54.57%</b>
<b>Total Function 11 Instruction</b>	<b>-928,096.00</b>	<b>6,773.87</b>	<b>404,981.99</b>	<b>82,134.75</b>	<b>-516,340.14</b>	<b>43.64%</b>
12 - Inst. Resources/Media Services						
6300 - Supplies & Materials						
6329-01.001-3-11000 Library Books and Media	-500.00	.00	.00	.00	-500.00	.00%
6399-00.001-3-11000 Library Materials/Supplies	-1,500.00	.00	982.30	389.18	-517.70	65.49%
6399-01.001-3-11000 Destiny Library Manager	-750.00	.00	.00	.00	-750.00	.00%
<b>Sub Total 6300</b>	<b>-2,750.00</b>	<b>.00</b>	<b>982.30</b>	<b>389.18</b>	<b>-1,767.70</b>	<b>35.72%</b>
<b>Total Function 12 Inst. Resources/Media Services</b>	<b>-2,750.00</b>	<b>.00</b>	<b>982.30</b>	<b>389.18</b>	<b>-1,767.70</b>	<b>35.72%</b>
13 - Curriculum/Instructional PD						
6200 - Professional & Contracted Serv						
6237-00.001-3-11000 R.18 Prof Dev Svs/Reg	-300.00	.00	.00	.00	-300.00	.00%
6237-00.001-3-11032 R.18 Prof Dev/PK	-500.00	.00	.00	.00	-500.00	.00%
6237-00.001-3-30000 R.18 Prof Dev Svs/SCE	-1,000.00	.00	.00	.00	-1,000.00	.00%
6237-00.001-3-37000 R.18 Dyslexia/Prof Dev	-200.00	.00	.00	.00	-200.00	.00%
6239-01.001-3-11000 R.18 Required Training	-700.00	.00	700.00	.00	.00	100.00%
6239-02.001-3-11000 R.18 Prof Dev Record	-68.00	.00	68.00	.00	.00	100.00%
<b>Sub Total 6200</b>	<b>-2,768.00</b>	<b>.00</b>	<b>768.00</b>	<b>.00</b>	<b>-2,000.00</b>	<b>27.75%</b>
6300 - Supplies & Materials						
6399-00.001-3-30000 Materials/Prof Development	-500.00	.00	.00	.00	-500.00	.00%
<b>Sub Total 6300</b>	<b>-500.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-500.00</b>	<b>.00%</b>
6400 - Other Operating Costs						
6411-00.001-3-23000 Travel/Prof Dev/SpEd	-500.00	.00	.00	.00	-500.00	.00%
6411-00.001-3-30000 Prof Dev/Travel	-1,500.00	.00	.00	.00	-1,500.00	.00%
6499-01.001-3-11000 Certification Fee	-1,500.00	.00	.00	.00	-1,500.00	.00%
6499-02.001-3-30000 Misc Costs/Prof Development	-500.00	.00	.00	.00	-500.00	.00%
<b>Sub Total 6400</b>	<b>-4,000.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-4,000.00</b>	<b>.00%</b>
<b>Total Function 13 Curriculum/Instructional PD</b>	<b>-7,268.00</b>	<b>.00</b>	<b>768.00</b>	<b>.00</b>	<b>-6,500.00</b>	<b>10.57%</b>
23 - School Leadership						

Fund 199 / 3 General Operating Fund

		Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Realized
6000 - Expenditures/Expense Object Co							
23 - School Leadership							
6100 - Payroll Costs							
6118-00.001-3-99000	Stipend/Masters	-3,000.00	.00	1,500.00	250.00	-1,500.00	50.00%
6119-00.001-3-99000	Salary Principal/PT	-69,459.00	.00	31,399.73	4,844.25	-38,059.27	45.21%
6129-00.001-3-99000	Salary/Princ Secretary	-15,642.00	.00	7,821.01	1,303.50	-7,820.99	50.00%
6141-00.001-3-99000	Social Security/Medicare	-1,344.00	.00	631.46	99.59	-712.54	46.98%
6142-00.001-3-99000	Group Health & Life	-7,815.00	.00	1,293.26	221.88	-6,521.74	16.55%
6143-00.001-3-99000	Workers' Compensation	-406.00	.00	166.43	23.40	-239.57	40.99%
6144-00.001-3-99000	TRS On-Behalf	-6,441.00	.00	1,104.68	556.72	-5,336.32	17.15%
6145-00.001-3-99000	Unemployment	-150.00	.00	.00	.00	-150.00	.00%
6146-00.001-3-99000	TRS/TRS Care/NonOASDI	-9,585.00	.00	4,956.40	747.97	-4,628.60	51.71%
<b>Sub Total 6100</b>		<b>-113,842.00</b>	<b>.00</b>	<b>48,872.97</b>	<b>8,047.31</b>	<b>-64,969.03</b>	<b>42.93%</b>
6200 - Professional & Contracted Serv							
6238-00.001-3-99000	TxCEE	-1,250.00	.00	1,250.00	.00	.00	100.00%
6269-01.001-3-99000	Rental/Postage Meter	-230.00	193.54	36.46	18.23	.00	15.85%
<b>Sub Total 6200</b>		<b>-1,480.00</b>	<b>193.54</b>	<b>1,286.46</b>	<b>18.23</b>	<b>.00</b>	<b>86.92%</b>
6300 - Supplies & Materials							
6399-00.001-3-99000	Campus Office Supplies	-1,500.00	.00	626.61	.00	-873.39	41.77%
6399-01.001-3-99000	Diplomas/Certificates	-250.00	225.20	24.80	24.80	.00	9.92%
6399-02.001-3-99000	Postage	-200.00	100.00	100.00	.00	.00	50.00%
6399-30.001-3-99000	Paper/Copy Machine	-300.00	.00	338.39	173.17	38.39	112.80%
<b>Sub Total 6300</b>		<b>-2,250.00</b>	<b>325.20</b>	<b>1,089.80</b>	<b>197.97</b>	<b>-835.00</b>	<b>48.44%</b>
6400 - Other Operating Costs							
6411-00.001-3-99000	Hotel/Meals/Reg Fees/Prof	-1,500.00	.00	.00	.00	-1,500.00	.00%
6497-01.001-3-99000	ProgFee/PEPP/Inspire Reimb	-3,475.00	.00	2,976.00	496.00	-499.00	85.64%
6497-02.001-3-99000	TEsES 268	-200.00	.00	.00	.00	-200.00	.00%
6497-03.001-3-99000	Perf Asst for School Leaders	-375.00	.00	.00	.00	-375.00	.00%
6497-04.001-3-99000	Standard Princ Cert App Fee	-78.00	.00	.00	.00	-78.00	.00%
6497-05.001-3-99000	Intern Princ Cert App Fee	-78.00	.00	.00	.00	-78.00	.00%
<b>Sub Total 6400</b>		<b>-5,706.00</b>	<b>.00</b>	<b>2,976.00</b>	<b>496.00</b>	<b>-2,730.00</b>	<b>52.16%</b>
<b>Total Function 23 School Leadership</b>		<b>-123,278.00</b>	<b>518.74</b>	<b>54,225.23</b>	<b>8,759.51</b>	<b>-68,534.03</b>	<b>43.99%</b>
31 - Guidance/Counseling/Evaluation							
6100 - Payroll Costs							
6118-01.001-3-99000	Testing Coordinator Stipend	-2,000.00	.00	1,000.01	166.66	-999.99	50.00%
6118-02.001-3-99000	Coord/AAT/CCMR/ECHS	-1,500.00	.00	1,500.00	.00	.00	100.00%
6119-00.001-3-99000	AA/CCMR/ECHS	-2,081.00	.00	2,080.81	.00	-.19	99.99%
6119-01.001-3-99000	AAA/CCMR/ECHS	.00	.00	.00	.00	.00	.00%
6141-00.001-3-99000	Social Security/Medicare	-112.00	.00	77.83	2.36	-34.17	69.49%
6142-00.001-3-99000	Group Health & Life	-300.00	.00	299.71	.00	-.29	99.90%
6143-00.001-3-99000	Workers' Compensation	-38.00	.00	32.02	.81	-5.98	84.26%
6144-00.001-3-99000	TRS On-Behalf	-715.00	.00	402.80	150.02	-312.20	56.34%
6145-00.001-3-99000	Unemployment	-25.00	.00	.00	.00	-25.00	.00%
6146-00.001-3-99000	Teacher Retirement/TRS	-197.00	.00	203.74	5.55	6.74	103.42%
<b>Sub Total 6100</b>		<b>-6,968.00</b>	<b>.00</b>	<b>5,596.92</b>	<b>325.40</b>	<b>-1,371.08</b>	<b>80.32%</b>
6200 - Professional & Contracted Serv							
6299-00.001-3-38000	CCMR/ECHS Consultant	-5,000.00	40 3,117.50	1,882.50	.00	.00	37.65%
<b>Sub Total 6200</b>		<b>-5,000.00</b>	<b>3,117.50</b>	<b>1,882.50</b>	<b>.00</b>	<b>.00</b>	<b>37.65%</b>

Fund 199 / 3 General Operating Fund

	Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Realized
6000 - Expenditures/Expense Object Co						
31 - Guidance/Counseling/Evaluation						
6300 - Supplies & Materials						
6339-00.001-3-99000 Testing	-50.00	.00	.00	.00	-50.00	.00%
6399-00.001-3-99000 Supplies/Materials	-419.00	200.00	210.07	.00	-8.93	50.14%
6399-02.001-3-99000 Career/Motivational Materials	-400.00	.00	.00	.00	-400.00	.00%
6399-45.001-3-99000 STOP IT License	-27.00	.00	.00	.00	-27.00	.00%
<b>Sub Total 6300</b>	<b>-896.00</b>	<b>200.00</b>	<b>210.07</b>	<b>.00</b>	<b>-485.93</b>	<b>23.45%</b>
6400 - Other Operating Costs						
6411-00.001-3-99000 Prof Dev Fees/Hotel/Meals	-100.00	.00	25.57	.00	-74.43	25.57%
6499-00.001-3-21000 GT Testing	-300.00	.00	.00	.00	-300.00	.00%
6499-00.001-3-99000 Testing Fees/ACT/SAT/TSI	-500.00	200.00	.00	.00	-300.00	.00%
6499-01.001-3-99000 Testing Fees/CLEP	-150.00	.00	79.90	.00	-70.10	53.27%
6499-02.001-3-99000 Misc Operating Costs	-100.00	.00	.00	.00	-100.00	.00%
6499-03.001-3-38000 College Transcripts	-100.00	.00	.00	.00	-100.00	.00%
<b>Sub Total 6400</b>	<b>-1,250.00</b>	<b>200.00</b>	<b>105.47</b>	<b>.00</b>	<b>-944.53</b>	<b>8.44%</b>
<b>Total Function 31</b>	<b>-14,114.00</b>	<b>3,517.50</b>	<b>7,794.96</b>	<b>325.40</b>	<b>-2,801.54</b>	<b>55.23%</b>
33 - Health Services						
6200 - Professional & Contracted Serv						
6219-00.001-3-99000 Cont Svs-Nurse	-2,000.00	1,565.28	434.72	.00	.00	21.74%
6299-00.001-3-99000 CPR Certification	-300.00	.00	.00	.00	-300.00	.00%
6299-01.001-3-99000 AED/Services	-1,100.00	.00	.00	.00	-1,100.00	.00%
<b>Sub Total 6200</b>	<b>-3,400.00</b>	<b>1,565.28</b>	<b>434.72</b>	<b>.00</b>	<b>-1,400.00</b>	<b>12.79%</b>
6300 - Supplies & Materials						
6399-00.001-3-99000 Health Services Supplies	-300.00	.00	39.12	39.12	-260.88	13.04%
6399-01.001-3-99000 AED Supplies	-2,000.00	.00	.00	.00	-2,000.00	.00%
<b>Sub Total 6300</b>	<b>-2,300.00</b>	<b>.00</b>	<b>39.12</b>	<b>39.12</b>	<b>-2,260.88</b>	<b>1.70%</b>
<b>Total Function 33 Health Services</b>	<b>-5,700.00</b>	<b>1,565.28</b>	<b>473.84</b>	<b>39.12</b>	<b>-3,660.88</b>	<b>8.31%</b>
34 - Student Transportation						
6200 - Professional & Contracted Serv						
6249-00.999-3-99000 Maintenance/Repairs/Vehicle	-1,000.00	348.15	146.99	.00	-504.86	14.70%
6299-00.999-3-99000 Alcohol/Drug Screening	-1,500.00	.00	.00	.00	-1,500.00	.00%
<b>Sub Total 6200</b>	<b>-2,500.00</b>	<b>348.15</b>	<b>146.99</b>	<b>.00</b>	<b>-2,004.86</b>	<b>5.88%</b>
6300 - Supplies & Materials						
6311-00.999-3-99000 Gasoline/Diesel Fuel	-5,000.00	3,250.00	1,750.00	.00	.00	35.00%
6311-01.999-3-99000 Fuel/Staff/Retention	.00	.00	.00	.00	.00	.00%
6319-00.999-3-99000 Tires	-1,500.00	.00	.00	.00	-1,500.00	.00%
6319-01.999-3-99000 Supplies/Vehicles	-1,000.00	140.05	131.51	21.97	-728.44	13.15%
6398-00.001-3-99000 Battery Charger	.00	.00	.00	.00	.00	.00%
<b>Sub Total 6300</b>	<b>-7,500.00</b>	<b>3,390.05</b>	<b>1,881.51</b>	<b>21.97</b>	<b>-2,228.44</b>	<b>25.09%</b>
6400 - Other Operating Costs						
6429-00.999-3-99000 Vehicle Insurance	-2,024.00	.00	2,023.00	.00	-1.00	99.95%
6499-00.999-3-99000 Private	-1,000.00	500.00	.00	.00	-500.00	.00%
6499-02.999-3-99000 Driver Training	-500.00	.00	.00	.00	-500.00	.00%
6499-03.999-3-99000 Driver Physicals	-1,000.00	.00	330.00	.00	-670.00	33.00%
6499-04.999-3-99000 Vehicle Registration	-300.00	41 .00	14.50	.00	-285.50	4.83%
<b>Sub Total 6400</b>	<b>-4,824.00</b>	<b>500.00</b>	<b>2,367.50</b>	<b>.00</b>	<b>-1,956.50</b>	<b>49.08%</b>
<b>Total Function 34 Student Transportation</b>	<b>-14,824.00</b>	<b>4,238.20</b>	<b>4,396.00</b>	<b>21.97</b>	<b>-6,189.80</b>	<b>29.65%</b>

Fund 199 / 3 General Operating Fund

		Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Realized
6000 - Expenditures/Expense Object Co							
36 - Extracurricular Activities							
6100 - Payroll Costs							
6118-00.001-3-91000	Stipend/Athletic Director	.00	.00	.00	.00	.00	.00%
6118-00.001-3-99017	Stipend/UIIL Director/MES	-250.00	.00	250.00	.00	.00	100.00%
6118-01.001-3-91050	Stipend/Basketball/JHB	-1,500.00	.00	750.00	125.00	-750.00	50.00%
6118-01.001-3-91051	Stipend/Basketball/JHG	-3,500.00	.00	1,750.01	291.66	-1,749.99	50.00%
6118-01.001-3-99017	Stipend/UIIL Director/MHS	-250.00	.00	.00	.00	-250.00	.00%
6118-02.001-3-91000	Stipend/Basketball/Varsity	-2,000.00	.00	.00	.00	-2,000.00	.00%
6118-02.001-3-99017	Stipend/UIIL Director/MJH	-250.00	.00	250.00	.00	.00	100.00%
6118-03.001-3-91000	Stipend/Cross Country	-2,000.00	.00	1,000.01	166.66	-999.99	50.00%
6118-04.001-3-91000	Stipend/Tennis/JH/HS	-2,000.00	.00	1,000.01	166.66	-999.99	50.00%
6118-04.001-3-99017	Stipend/UIIL/Individual Events	-3,500.00	.00	3,325.00	.00	-175.00	95.00%
6118-05.001-3-91000	Stipend/Track/JH/HS	-3,000.00	.00	1,500.00	250.00	-1,500.00	50.00%
6118-06.001-3-91000	Stipend/Volleyball/JH	-1,500.00	.00	750.00	125.00	-750.00	50.00%
6118-06.001-3-91051	Stipend/Volleyball/HS	-1,500.00	.00	750.00	125.00	-750.00	50.00%
6118-07.001-3-91000	XDuty/10 Summer Days	-3,000.00	.00	1,500.00	250.00	-1,500.00	50.00%
6118-08.001-3-91000	Stipend/Golf	-1,500.00	.00	750.00	125.00	-750.00	50.00%
6125-00.001-3-38000	Driver/ECHS/DC	-250.00	.00	.00	.00	-250.00	.00%
6128-00.001-3-91000	Driver/Athletics	.00	.00	.00	.00	.00	.00%
6128-00.001-3-99017	Driver/UIIL	-250.00	.00	.00	.00	-250.00	.00%
6141-00.001-3-91000	Social Security/Medicare	-312.00	.00	146.14	23.55	-165.86	46.84%
6141-00.001-3-99000	Social Security/Medicare	.00	.00	52.67	.00	52.67	.00%
6143-00.001-3-91000	Workers' Compensation	-105.00	.00	49.14	7.92	-55.86	46.80%
6143-00.001-3-99000	Workers' Compensation	.00	.00	18.64	.00	18.64	.00%
6144-00.001-3-91000	TRS On Behalf	-1,481.00	.00	731.49	387.49	-749.51	49.39%
6144-00.001-3-99000	TRS ON-BEHALF BENEFIT	.00	.00	235.15	.00	235.15	.00%
6145-00.001-3-91000	Unemployment	-100.00	.00	.00	.00	-100.00	.00%
6145-00.001-3-99000	Unemployment	-75.00	.00	.00	.00	-75.00	.00%
6146-00.001-3-91000	Teacher Retirement/TRS	-942.00	.00	364.58	57.31	-577.42	38.70%
6146-00.001-3-99000	Teacher Retirement/TRS	.00	.00	220.73	.00	220.73	.00%
<b>Sub Total 6100</b>		<b>-29,265.00</b>	<b>.00</b>	<b>15,393.57</b>	<b>2,101.25</b>	<b>-13,871.43</b>	<b>52.60%</b>
6200 - Professional & Contracted Serv							
6249-00.001-3-91000	Scoreboard Repairs	-500.00	.00	.00	.00	-500.00	.00%
6294-00.001-3-91000	Athletic Officials	-5,200.00	.00	4,271.79	.00	-928.21	82.15%
6299-00.001-3-91000	Scorebooks	-300.00	.00	.00	.00	-300.00	.00%
<b>Sub Total 6200</b>		<b>-6,000.00</b>	<b>.00</b>	<b>4,271.79</b>	<b>.00</b>	<b>-1,728.21</b>	<b>71.20%</b>
6300 - Supplies & Materials							
6397-02.001-3-91000	Coaching Apparel	.00	.00	.00	.00	.00	.00%
6397-31.001-3-91000	Uniforms/Basketball/B&G	-1,200.00	.00	510.00	.00	-690.00	42.50%
6397-32.001-3-91000	Uniforms/Track	-2,000.00	.00	.00	.00	-2,000.00	.00%
6397-35.001-3-91000	Uniforms/Cross Cntry/B&G	-400.00	.00	.00	.00	-400.00	.00%
6397-36.001-3-91000	Uniforms/Tennis/B&G	-600.00	391.00	.00	.00	-209.00	.00%
6397-37.001-3-91000	Uniforms/Volleyball	-750.00	.00	.00	.00	-750.00	.00%
6397-38.001-3-91000	Uniforms/Golf	-600.00	.00	.00	.00	-600.00	.00%
6398-37.001-3-91000	VB Equipment	-600.00	.00	.00	.00	-600.00	.00%
6399-00.001-3-91000	Materials/Athletics Program	-1,200.00	.00	605.00	605.00	-595.00	50.42%
6399-01.001-3-91000	Medical Supplies	-400.00	42	.00	.00	-400.00	.00%
6399-01.001-3-99017	Supplies/UIIL	-500.00	478.08	41.00	.00	19.08	8.20%
6399-03.001-3-99013	Materials/NHS	-150.00	.00	.00	.00	-150.00	.00%

Fund 199 / 3 General Operating Fund

As of February

		Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Realized
6000 - Expenditures/Expense Object Co							
36 - Extracurricular Activities							
6300 - Supplies & Materials							
6399-31.001-3-91000	Supplies/Basketball	-1,000.00	.00	570.99	.00	-429.01	57.10%
6399-32.001-3-91000	Supplies/Track	-2,000.00	.00	.00	.00	-2,000.00	.00%
6399-34.001-3-91000	Materials/Homecoming/Motiv	-250.00	.00	.00	.00	-250.00	.00%
6399-35.001-3-91000	Supplies/Cross Country	.00	.00	.00	.00	.00	.00%
6399-36.001-3-91000	Supplies/Tennis	-1,000.00	.00	.00	.00	-1,000.00	.00%
6399-37.001-3-91000	Supplies/Volleyball	-300.00	.00	206.00	.00	-94.00	68.67%
6399-38.001-3-91000	Supplies/Golf Bags	-500.00	500.00	.00	.00	.00	.00%
6399-38.001-3-91001	Supplies/Golf Clubs/Sets	-500.00	490.00	.00	.00	-10.00	.00%
6399-38.001-3-91002	Supplies/Golf balls, kits, tow	-500.00	.00	.00	.00	-500.00	.00%
<b>Sub Total 6300</b>		<b>-14,450.00</b>	<b>1,859.08</b>	<b>1,932.99</b>	<b>605.00</b>	<b>-10,657.93</b>	<b>13.38%</b>
6400 - Other Operating Costs							
6411-00.001-3-91000	Coach Travel/Meetings/PD	-1,500.00	.00	.00	.00	-1,500.00	.00%
6412-00.001-3-91024	JR/THSC Assn	-500.00	.00	.00	.00	-500.00	.00%
6412-00.001-3-99008	Travel/Science Fair	-300.00	.00	.00	.00	-300.00	.00%
6412-01.001-3-99017	Travel/UII	-500.00	176.00	104.00	.00	-220.00	20.80%
6412-03.001-3-99000	Travel/NHS	-200.00	.00	.00	.00	-200.00	.00%
6412-05.001-3-99000	Travel/History Fair	-6,000.00	.00	.00	.00	-6,000.00	.00%
6412-31.001-3-91000	Travel/Basketball	-4,000.00	1,851.44	2,471.95	365.66	323.39	61.80%
6412-32.001-3-91000	Travel/Track	-3,300.00	729.00	130.00	130.00	-2,441.00	3.94%
6412-35.001-3-91000	Travel/Cross Country	-1,600.00	558.00	900.68	.00	-141.32	56.29%
6412-36.001-3-91000	Travel/Tennis	-2,000.00	198.00	.00	.00	-1,802.00	.00%
6412-37.001-3-91000	Travel/Volleyball	-2,550.00	144.00	1,876.53	.00	-529.47	73.59%
6412-38.001-3-91000	Travel /Golf	-1,600.00	165.00	.00	.00	-1,435.00	.00%
6429-00.001-3-91000	Athletic Insurance	-1,500.00	.00	1,500.00	.00	.00	100.00%
6494-00.001-3-91000	Fuel/Athletics	-1,500.00	.00	542.80	81.86	-957.20	36.19%
6494-01.001-3-99006	History Fair Fuel	-500.00	.00	.00	.00	-500.00	.00%
6494-02.001-3-99000	Fuel/Science Fair	-100.00	.00	.00	.00	-100.00	.00%
6494-03.001-3-99000	Fuel/NHS TRAVEL	-100.00	.00	.00	.00	-100.00	.00%
6494-04.001-3-99017	Fuel/UII Competition	-300.00	.00	.00	.00	-300.00	.00%
6495-00.001-3-99006	History Fair Fees	-700.00	.00	.00	.00	-700.00	.00%
6495-10.001-3-91000	Dues/Coach	-150.00	.00	.00	.00	-150.00	.00%
6497-00.001-3-91000	Athletic Banners	.00	.00	.00	.00	.00	.00%
6497-00.001-3-99000	Letter Jackets/Student	-300.00	.00	.00	.00	-300.00	.00%
6499-00.001-3-91000	Misc Costs/EOY Awards	-1,300.00	.00	.00	.00	-1,300.00	.00%
6499-00.001-3-99000	Misc Costs/Student Programs	-500.00	.00	.00	.00	-500.00	.00%
6499-01.001-3-99017	Fees/District Chair	-6,000.00	.00	5,000.00	5,000.00	-1,000.00	83.33%
6499-02.001-3-99013	Misc Costs & Fees/NHS	-400.00	.00	210.04	.00	-189.96	52.51%
6499-02.001-3-99017	Fees/UII Conference 1A	-2,500.00	.00	2,500.00	.00	.00	100.00%
6499-31.001-3-91000	Fees/Basketball	-600.00	303.92	92.65	30.80	-203.43	15.44%
6499-32.001-3-91000	Fees/Track	-500.00	225.00	125.00	125.00	-150.00	25.00%
6499-35.001-3-91000	Fees/Cross Country	-100.00	.00	96.41	.00	-3.59	96.41%
6499-36.001-3-91000	Fees/Tennis	-500.00	90.00	.00	.00	-410.00	.00%
6499-37.001-3-91000	Fees/Volleyball	-1,250.00	.00	1,209.85	.00	-40.15	96.79%
6499-38.001-3-91000	Fees/Golf Greens	-1,000.00	.00	400.00	400.00	-600.00	40.00%
<b>Sub Total 6400</b>		<b>-43,850.00</b>	<b>4,440.36</b>	<b>17,159.91</b>	<b>6,133.32</b>	<b>-22,249.73</b>	<b>39.13%</b>
<b>Total Function 36 Extracurricular Activities</b>		<b>-93,565.00</b>	<b>6,299.44</b>	<b>38,758.26</b>	<b>8,839.57</b>	<b>-48,507.30</b>	<b>41.42%</b>

Fund 199 / 3 General Operating Fund

		Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Realized
6000 - Expenditures/Expense Object Co							
41 - General Administration							
6100 - Payroll Costs							
6117-00.701-3-99000	Retention Pay	-1,000.00	.00	500.00	.00	-500.00	50.00%
6117-00.750-3-99000	Retention Pay	-1,000.00	.00	500.00	.00	-500.00	50.00%
6118-00.701-3-99000	Stipend/RMO	-2,500.00	.00	1,500.00	250.00	-1,000.00	60.00%
6118-01.701-3-99000	Stipend/DRSM	-2,500.00	.00	1,500.00	250.00	-1,000.00	60.00%
6119-00.701-3-99000	Salary/Superintendent	-55,250.00	.00	28,577.00	4,269.25	-26,673.00	51.72%
6119-00.750-3-99000	Salary/Business Manager	-56,301.00	.00	28,150.44	4,691.74	-28,150.56	50.00%
6122-00.701-3-99000	Substitute/Office	-250.00	.00	.00	.00	-250.00	.00%
6127-00.701-3-99000	Retention Pay	-1,000.00	.00	500.00	.00	-500.00	50.00%
6129-00.701-3-99000	Salary/Supt Secretary	-15,536.00	.00	7,844.88	1,303.54	-7,691.12	50.49%
6141-00.701-3-99000	Social Security/Medicare	-1,091.00	.00	584.26	87.75	-506.74	53.55%
6141-00.750-3-99000	Social Security/Medicare	-813.00	.00	413.51	67.71	-399.49	50.86%
6142-00.701-3-99000	Group Health & Life	-1,932.00	.00	945.50	163.92	-986.50	48.94%
6142-00.750-3-99000	Group Health & Life	-4,083.00	.00	2,028.66	338.11	-2,054.34	49.69%
6143-00.701-3-99000	Workers' Compensation	-321.00	.00	144.89	18.85	-176.11	45.14%
6143-00.750-3-99000	Workers' Compensation	-274.00	.00	139.54	22.85	-134.46	50.93%
6144-00.701-3-99000	TRS On Behalf	-5,123.00	.00	946.56	474.78	-4,176.44	18.48%
6144-00.750-3-99000	TRS On Behalf	-4,434.00	.00	2,154.79	1,122.31	-2,279.21	48.60%
6145-00.701-3-99000	Unemployment	-125.00	.00	.00	.00	-125.00	.00%
6145-00.750-3-99000	Unemployment	-125.00	.00	.00	.00	-125.00	.00%
6146-00.701-3-99000	TRS/TRS Care/NOASDI	-9,272.00	.00	4,871.23	733.20	-4,400.77	52.54%
6146-00.750-3-99000	TRS/TRS Care/NOASDI	-2,298.00	.00	1,149.36	191.56	-1,148.64	50.02%
<b>Sub Total 6100</b>		<b>-165,228.00</b>	<b>.00</b>	<b>82,450.62</b>	<b>13,985.57</b>	<b>-82,777.38</b>	<b>49.90%</b>
6200 - Professional & Contracted Serv							
6211-00.702-3-99000	Legal Services/Board ✓	-10,000.00	.00	10,169.00	.00	169.00	101.69%
6212-00.750-3-99000	Financial Audit	-22,000.00	.00	21,090.99	.00	-909.01	95.87%
6212-01.750-3-99000	Property Tax Audit	-1,000.00	.00	.00	.00	-1,000.00	.00%
6213-00.703-3-99000	Tax Collection Fees	-23,000.00	16,084.00	5,361.00	.00	-1,555.00	23.31%
6214-00.701-3-99000	Advocacy/Lobbying Costs	-25.00	.00	.00	.00	-25.00	.00%
6237-00.702-3-99000	R.18 Board Training	-1,500.00	.00	.00	.00	-1,500.00	.00%
6238-00.001-3-99000	TxCEE	-1,250.00	.00	1,250.00	.00	.00	100.00%
6238-00.701-3-99000	N/A R.18/TEEMS	.00	.00	.00	.00	.00	.00%
6238-01.701-3-99000	R.18 Job Applicant Tracking	-650.00	.00	650.00	.00	.00	100.00%
6239-02.750-3-99000	R.18 Purchasing Cooperative	-450.00	.00	450.00	.00	.00	100.00%
6239-04.701-3-99000	R.18 Cont Svs/Approved	-200.00	.00	200.00	.00	.00	100.00%
6239-04.750-3-99000	R.18 School Finance	-1,750.00	.00	1,750.00	.00	.00	100.00%
6239-05.701-3-99000	R.12 E-RATE Services	-1,500.00	.00	1,190.43	.00	-309.57	79.36%
6239-06.701-3-99000	R.12 E-RATE Works	-500.00	.00	.00	.00	-500.00	.00%
6269-00.701-3-99000	Copier Rental/Supt Office	-850.00	526.60	323.40	53.90	.00	38.05%
6269-00.750-3-99000	Copier Rental/Bus Office	-850.00	526.60	323.40	53.90	.00	38.05%
6269-01.701-3-99000	Postage Meter/Supt Office	-250.00	211.26	38.74	19.37	.00	15.50%
6269-01.750-3-99000	Postage Meter/Bus Office	-250.00	211.26	38.74	19.37	.00	15.50%
6299-00.750-3-99000	BSWIFT/ACA Reporting	-1,650.00	.00	1,649.48	.00	-.52	99.97%
<b>Sub Total 6200</b>		<b>-67,675.00</b>	<b>17,559.72</b>	<b>44,485.18</b>	<b>146.54</b>	<b>-5,630.10</b>	<b>65.73%</b>
6300 - Supplies & Materials							
6398-00.701-3-99000	Technology/Superintendent	-1,500.00	44 .00	.00	.00	-1,500.00	.00%
6398-01.701-3-99000	Furniture	-3,000.00	.00	.00	.00	-3,000.00	.00%
6399-00.701-3-99000	Supplies/Materials/Supt	-1,000.00	.00	146.47	.00	-853.53	14.65%

Fund 199 / 3 General Operating Fund

		Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Realized
6000 - Expenditures/Expense Object Co							
41 - General Administration							
6300 - Supplies & Materials							
6399-00.750-3-99000	Supplies/Materials/Business	-2,500.00	.00	1,930.18	174.70	-569.82	77.21%
6399-02.701-3-99000	Postage	-500.00	300.00	200.00	.00	.00	40.00%
6399-02.750-3-99000	Postage	-750.00	550.00	200.00	.00	.00	26.67%
6399-30.701-3-99000	Paper/Copy Machine	-250.00	.00	338.39	173.17	88.39	135.36%
6399-30.750-3-99000	Paper/Copy Machine	-250.00	.00	338.21	173.17	88.21	135.28%
<b>Sub Total 6300</b>		<b>-9,750.00</b>	<b>850.00</b>	<b>3,153.25</b>	<b>521.04</b>	<b>-5,746.75</b>	<b>32.34%</b>
6400 - Other Operating Costs							
6411-00.701-3-99000	Travel Costs/Supt	-2,500.00	466.00	1,117.01	186.65	-916.99	44.68%
6411-00.750-3-99000	Travel Costs/Business Office	-2,500.00	.00	340.00	.00	-2,160.00	13.60%
6419-00.702-3-99000	Travel/Board	-10,000.00	.00	485.00	.00	-9,515.00	4.85%
6429-00.701-3-99000	TASB Liability Insurance	-3,500.00	.00	3,500.00	.00	.00	100.00%
6439-00.702-3-99000	Election Costs	-1,474.00	.00	727.03	.00	-746.97	49.32%
6491-00.701-3-99000	Legally Req Pub Not/Supt	-500.00	.00	150.00	150.00	-350.00	30.00%
6491-00.750-3-99000	Legally Req Pub	-2,000.00	.00	465.00	315.00	-1,535.00	23.25%
6495-00.701-3-99000	Dues/Superintendent	-500.00	.00	.00	.00	-500.00	.00%
6495-00.750-3-99000	TASBO Membership	-200.00	.00	.00	.00	-200.00	.00%
6495-01.701-3-99000	TASB Membership & Leg Ass	-1,000.00	.00	800.00	.00	-200.00	80.00%
6499-00.701-3-99000	Misc Costs/Supt	-1,200.00	.00	48.99	48.99	-1,151.01	4.08%
6499-00.702-3-99000	Misc Board Costs	-1,500.00	.00	.00	.00	-1,500.00	.00%
6499-00.750-3-99000	Misc Costs/Business Offices	-3,450.00	.00	2,224.96	2,177.73	-1,225.04	64.49%
6499-01.702-3-99000	TASB Policy Updates	-3,000.00	.00	.00	.00	-3,000.00	.00%
6499-01.750-3-99000	Texas SmartBuy Membership	-100.00	100.00	.00	.00	.00	.00%
6499-02.702-3-99000	TASB Policy Online Support	-1,200.00	.00	1,000.00	.00	-200.00	83.33%
6499-03.701-3-99000	TASB HR Services	-1,000.00	.00	945.00	.00	-55.00	94.50%
6499-04.701-3-99000	Fee/Background	-100.00	15.00	10.00	1.00	-75.00	10.00%
6499-04.702-3-99000	TASB Policy Services	-1,000.00	.00	875.00	.00	-125.00	87.50%
6499-05.702-3-99000	TASB Board Book	-1,500.00	.00	1,500.00	.00	.00	100.00%
<b>Sub Total 6400</b>		<b>-38,224.00</b>	<b>581.00</b>	<b>14,187.99</b>	<b>2,879.37</b>	<b>-23,455.01</b>	<b>37.12%</b>
<b>Total Function 41 General Administration</b>		<b>-280,877.00</b>	<b>18,990.72</b>	<b>144,277.04</b>	<b>17,532.52</b>	<b>-117,609.24</b>	<b>51.37%</b>
51 - Facilities Maintenance & Opera							
6100 - Payroll Costs							
6119-00.001-3-99000	Facilities Administrator	-6,545.00	.00	2,667.48	554.58	-3,877.52	40.76%
6127-00.999-3-99000	Retention Pay	-2,000.00	.00	1,000.00	.00	-1,000.00	50.00%
6129-00.001-3-99000	Salary/Facilities	-59,700.00	.00	29,235.25	5,100.00	-30,464.75	48.97%
6129-01.001-3-99000	Salary/Custodial	.00	.00	.00	.00	.00	.00%
6129-02.001-3-99000	Custodial/Extra Duties	.00	.00	.00	.00	.00	.00%
6141-00.001-3-99000	Social Security/Medicare	-2,180.00	.00	489.89	81.89	-1,690.11	22.47%
6141-00.999-3-99000	Social Security/Medicare	-15.00	.00	14.50	.00	-.50	96.67%
6142-00.001-3-99000	Group Health & Life	-13,013.00	.00	5,632.00	1,019.17	-7,381.00	43.28%
6143-00.001-3-99000	Workers' Compensation	-1,250.00	.00	1,049.98	187.35	-200.02	84.00%
6143-00.999-3-99000	Workers' Compensation	.00	.00	36.10	.00	36.10	.00%
6144-00.001-3-99000	TRS On Behalf	-5,461.00	.00	1,718.19	1,208.55	-3,742.81	31.46%
6145-00.001-3-99000	Unemployment	-150.00	.00	.00	.00	-150.00	.00%
6146-00.001-3-99000	TRS/TRS Care/NOASDI	-2,961.00	.00	2,064.19	148.57	-896.81	69.71%
<b>Sub Total 6100</b>		<b>-93,275.00</b>	<b>45.00</b>	<b>43,907.58</b>	<b>8,300.11</b>	<b>-49,367.42</b>	<b>47.07%</b>

Fund 199 / 3 General Operating Fund

As of February

		Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Realized
6000 - Expenditures/Expense Object Co							
51 - Facilities Maintenance & Opera							
6200 - Professional & Contracted Serv							
6249-00.999-3-99000	Contracted	-6,000.00	1,000.00	942.40	.00	-4,057.60	15.71%
6249-01.999-3-99000	Pest Management Control	-1,000.00	.00	.00	.00	-1,000.00	.00%
6249-05.999-3-99000	Repairs/Fire Alarm System	-500.00	.00	.00	.00	-500.00	.00%
6258-00.999-3-99000	VOIP/Internet	-6,500.00	3,939.22	3,441.70	594.54	880.92	52.95%
6258-01.999-3-99000	Alert/Paging System	-1,000.00	3,000.00	.00	.00	2,000.00	.00%
6259-01.999-3-99000	Water	-7,000.00	4,424.78	2,575.22	.00	.00	36.79%
6259-02.999-3-99000	Phone/Fax/Dish	-1,750.00	328.01	71.99	12.19	-1,350.00	4.11%
6259-03.999-3-99000	Electricity	-15,000.00	10,470.12	4,529.88	.00	.00	30.20%
6259-04.999-3-99000	Heat/Propane	-15,000.00	281.90	14,718.10	2,760.00	.00	98.12%
6259-05.999-3-99000	Waste Disposal	-3,500.00	2,194.45	1,305.55	255.59	.00	37.30%
6269-00.999-3-99000	Rental/Electricity Poles	-50.00	.00	35.55	.00	-14.45	71.10%
6299-00.999-3-99000	TASB Facilities	-1,100.00	.00	1,100.00	.00	.00	100.00%
6299-02.999-3-99000	Annual Fire Alarm Inspection	-800.00	.00	.00	.00	-800.00	.00%
6299-03.999-3-99000	Annual Fire Extinguisher	-650.00	.00	.00	.00	-650.00	.00%
<b>Sub Total 6200</b>		<b>-59,850.00</b>	<b>25,638.48</b>	<b>28,720.39</b>	<b>3,622.32</b>	<b>-5,491.13</b>	<b>47.99%</b>
6300 - Supplies & Materials							
6317-00.999-3-99000	Supplies/Custodial	-5,000.00	327.53	2,682.62	159.32	-1,989.85	53.65%
6318-00.999-3-99000	Supplies/Grounds	-1,100.00	78.03	676.91	314.95	-345.06	61.54%
6319-00.999-3-99000	Paint	-1,500.00	760.33	757.93	.00	18.26	50.53%
6319-01.999-3-99000	Supplies/Facilities Maint	-7,000.00	1,934.23	5,049.58	1,041.10	-16.19	72.14%
6398-00.999-3-99000	Equipment/Grounds	-250.00	.00	194.50	.00	-55.50	77.80%
6398-01.999-3-91000	Sand/Track Area	-500.00	.00	.00	.00	-500.00	.00%
6398-01.999-3-99000	Equipment/Facilities	-250.00	.00	194.50	.00	-55.50	77.80%
6398-02.999-3-99000	Teacherage/Furnishings	.00	4,000.00	.00	.00	4,000.00	.00%
<b>Sub Total 6300</b>		<b>-15,600.00</b>	<b>7,100.12</b>	<b>9,556.04</b>	<b>1,515.37</b>	<b>1,056.16</b>	<b>61.26%</b>
6400 - Other Operating Costs							
6411-01.999-3-99000	Travel/IPM Training	-250.00	.00	.00	.00	-250.00	.00%
6429-00.999-3-99000	Insurance/Property	-18,661.00	.00	18,661.00	.00	.00	100.00%
6499-00.999-3-99000	Miscellaneous Costs	-100.00	.00	.00	.00	-100.00	.00%
<b>Sub Total 6400</b>		<b>-19,011.00</b>	<b>.00</b>	<b>18,661.00</b>	<b>.00</b>	<b>-350.00</b>	<b>98.16%</b>
<b>Total Function 51 Facilities Maintenance &amp; Opera</b>		<b>-187,736.00</b>	<b>32,738.60</b>	<b>100,845.01</b>	<b>13,437.80</b>	<b>-54,152.39</b>	<b>53.72%</b>
52 - Security & Monitoring Services							
6200 - Professional & Contracted Serv							
6239-07.001-3-99000	R.18 School Safety	-1,320.00	.00	1,320.00	.00	.00	100.00%
6249-00.001-3-99000	Repairs/Security	-380.00	.00	139.00	.00	-241.00	36.58%
6249-00.999-3-99000	Contr Maint &	-500.00	.00	.00	.00	-500.00	.00%
<b>Sub Total 6200</b>		<b>-2,200.00</b>	<b>.00</b>	<b>1,459.00</b>	<b>.00</b>	<b>-741.00</b>	<b>66.32%</b>
6300 - Supplies & Materials							
6398-00.001-3-99000	Materials/Security	.00	.00	344.98	.00	344.98	.00%
6399-00.001-3-99000	Materials/Security/50x6	-180.00	.00	.00	.00	-180.00	.00%
6399-01.001-3-99000	Materials/Training/250R	-150.00	.00	.00	.00	-150.00	.00%
<b>Sub Total 6300</b>		<b>-330.00</b>	<b>.00</b>	<b>344.98</b>	<b>.00</b>	<b>14.98</b>	<b>104.54%</b>
6400 - Other Operating Costs							
6411-00.001-3-99000	Security/Prof Development	-1,000.00	46	.00	.00	-1,000.00	.00%
6429-00.999-3-99000	TASB/Privacy/Info Security	-3,500.00	.00	3,500.00	.00	.00	100.00%
6499-00.001-3-99000	Fee/BBSC Range	-75.00	.00	75.00	.00	.00	100.00%

Fund 199 / 3 General Operating Fund

As of February

	Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Realized
6000 - Expenditures/Expense Object Co						
52 - Security & Monitoring Services						
6400 - Other Operating Costs						
<b>Sub Total 6400</b>	<b>-4,575.00</b>	<b>.00</b>	<b>3,575.00</b>	<b>.00</b>	<b>-1,000.00</b>	<b>78.14%</b>
<b>Total Function 52 Security &amp; Monitoring Services</b>	<b>-7,105.00</b>	<b>.00</b>	<b>5,378.98</b>	<b>.00</b>	<b>-1,726.02</b>	<b>75.71%</b>
53 - Data Processing Services						
6100 - Payroll Costs						
6118-00.999-3-99000 Salary/Tech/Extra Duty Pay	-2,500.00	.00	1,249.99	208.33	-1,250.01	50.00%
6119-00.750-3-99000 Salary/Data/Business Office	-24,130.00	.00	12,065.04	2,010.84	-12,064.96	50.00%
6129-00.001-3-99000 Salary PEIMS Data	-20,831.00	.00	10,404.04	1,737.95	-10,426.96	49.94%
6141-00.001-3-99000 Social Security/Medicare	-290.00	.00	148.70	24.84	-141.30	51.28%
6141-00.750-3-99000 Social Security/Medicare	-348.00	.00	174.12	29.02	-173.88	50.03%
6141-00.999-3-99000 Social Security/Medicare	-36.00	.00	18.06	3.01	-17.94	50.17%
6142-00.001-3-99000 Group Health & Life	-2,617.00	.00	1,159.20	193.20	-1,457.80	44.29%
6142-00.750-3-99000 Group Health & Life	-2,136.00	.00	869.46	144.91	-1,266.54	40.71%
6143-00.001-3-99000 Workers' Compensation	-37.00	.00	20.47	3.39	-16.53	55.32%
6143-00.750-3-99000 Workers' Compensation	-118.00	.00	58.80	9.80	-59.20	49.83%
6143-00.999-3-99000 Workers' Compensation	-12.00	.00	6.07	1.01	-5.93	50.58%
6144-00.001-3-99000 TRS On-Behalf	-1,877.00	.00	955.80	473.52	-921.20	50.92%
6144-00.750-3-99000 TRS On-Behalf	-1,900.00	.00	923.50	481.00	-976.50	48.61%
6144-00.999-3-99000 TRS On Behalf & Med Part D	-190.00	.00	97.95	50.91	-92.05	51.55%
6145-00.001-3-99000 Unemployment	-150.00	.00	.00	.00	-150.00	.00%
6146-00.001-3-99000 Teacher Retirement/TRS	-533.00	.00	263.46	44.31	-269.54	49.43%
6146-00.750-3-99000 Teacher Retirement/TRS	-993.00	.00	492.60	82.10	-500.40	49.61%
6146-00.999-3-99000 Teacher Retirement/TRS	-96.00	.00	48.21	7.98	-47.79	50.22%
<b>Sub Total 6100</b>	<b>-58,794.00</b>	<b>.00</b>	<b>28,955.47</b>	<b>5,506.12</b>	<b>-29,838.53</b>	<b>49.25%</b>
6200 - Professional & Contracted Serv						
6236-00.999-3-99000 EdLink/Erate	-12,867.00	.00	12,867.00	.00	.00	100.00%
6236-01.999-3-99000 EdLink/Security Suite	-4,753.00	.00	4,753.00	.00	.00	100.00%
6236-02.999-3-99000 EdLink/On-Site Support	-14,025.00	.00	16,613.00	.00	2,588.00	118.45%
6236-03.999-3-99000 EdLink Disaster Recovery	.00	.00	.00	.00	.00	.00%
6238-00.001-3-99000 R.18 Info Systems/Student	-12,960.00	.00	12,959.00	.00	-1.00	99.99%
6238-00.750-3-99000 R.18 Infor Systems/BO/HR	-6,480.00	.00	6,480.00	.00	.00	100.00%
6238-02.001-3-99000 R.18/Additional Svs	-5,074.00	.00	5,074.00	.00	.00	100.00%
6239-03.999-3-99000 R.18 Antivirus Software	-738.00	.00	738.00	.00	.00	100.00%
6239-04.999-3-99000 R.18 Windows Server	-257.00	.00	257.00	.00	.00	100.00%
6249-00.001-3-99000 Cabling/Installation/Meraki	.00	.00	.00	.00	.00	.00%
<b>Sub Total 6200</b>	<b>-57,154.00</b>	<b>.00</b>	<b>59,741.00</b>	<b>.00</b>	<b>2,587.00</b>	<b>104.53%</b>
6300 - Supplies & Materials						
6399-03.999-3-99000 Microsoft Office Renewal	-1,400.00	.00	.00	.00	-1,400.00	.00%
6399-06.999-3-99000 Google Web Domain	-100.00	.00	.00	.00	-100.00	.00%
6399-07.999-3-99000 Monitoring Software	-250.00	.00	.00	.00	-250.00	.00%
6399-08.001-3-99000 Meraki License	-2,000.00	.00	1,691.00	.00	-309.00	84.55%
<b>Sub Total 6300</b>	<b>-3,750.00</b>	<b>.00</b>	<b>1,691.00</b>	<b>.00</b>	<b>-2,059.00</b>	<b>45.09%</b>
6400 - Other Operating Costs						
6499-00.999-3-99000 Misc Costs	-49.00	29.50	.00	.00	-19.50	.00%
<b>Sub Total 6400</b>	<b>-49.00</b>	<b>47</b>	<b>29.50</b>	<b>.00</b>	<b>-19.50</b>	<b>.00%</b>

Fund 199 / 3 General Operating Fund

As of February

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Realized</u>
6000 - Expenditures/Expense Object Co						
53 - Data Processing Services						
6600 - Capital Outlay/Land/Bldgs/Equi						
6639-00.001-3-99000 Capital	-82,371.00	.00	.00	.00	-82,371.00	.00%
<b>Sub Total 6600</b>	<b>-82,371.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-82,371.00</b>	<b>.00%</b>
<b>Total Function 53 Data Processing Services</b>	<b>-202,118.00</b>	<b>29.50</b>	<b>90,387.47</b>	<b>5,506.12</b>	<b>-111,701.03</b>	<b>44.72%</b>
61 - Community Services						
6300 - Supplies & Materials						
6399-00.001-3-99000 Materials/Parental	-500.00	.00	169.04	.00	-330.96	33.81%
<b>Sub Total 6300</b>	<b>-500.00</b>	<b>.00</b>	<b>169.04</b>	<b>.00</b>	<b>-330.96</b>	<b>33.81%</b>
6400 - Other Operating Costs						
6499-00.001-3-99000 Misc Costs/Parental	-500.00	.00	424.63	.00	-75.37	84.93%
<b>Sub Total 6400</b>	<b>-500.00</b>	<b>.00</b>	<b>424.63</b>	<b>.00</b>	<b>-75.37</b>	<b>84.93%</b>
<b>Total Function 61 Community Services</b>	<b>-1,000.00</b>	<b>.00</b>	<b>593.67</b>	<b>.00</b>	<b>-406.33</b>	<b>59.37%</b>
71 - Debt Services						
6500 - Debt Service						
6599-00.001-3-99000 Leases GASB 87	-10,000.00	.00	.00	.00	-10,000.00	.00%
<b>Sub Total 6500</b>	<b>-10,000.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-10,000.00</b>	<b>.00%</b>
<b>Total Function 71 Debt Services</b>	<b>-10,000.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-10,000.00</b>	<b>.00%</b>
93 - Payments to Fiscal Agent						
6400 - Other Operating Costs						
6492-00.001-3-23000 Fiscal Agent/588 Coop	-3,300.00	.00	3,300.00	.00	.00	100.00%
<b>Sub Total 6400</b>	<b>-3,300.00</b>	<b>.00</b>	<b>3,300.00</b>	<b>.00</b>	<b>.00</b>	<b>100.00%</b>
<b>Total Function 93 Payments to Fiscal Agent</b>	<b>-3,300.00</b>	<b>.00</b>	<b>3,300.00</b>	<b>.00</b>	<b>.00</b>	<b>100.00%</b>
99 - Other Intergovernmental Charge						
6200 - Professional & Contracted Serv						
6213-00.999-3-99000 Property Appraisal Services	-37,550.00	11,045.00	26,505.00	10,106.50	.00	70.59%
<b>Sub Total 6200</b>	<b>-37,550.00</b>	<b>11,045.00</b>	<b>26,505.00</b>	<b>10,106.50</b>	<b>.00</b>	<b>70.59%</b>
<b>Total Function 99 Other Intergovernmental</b>	<b>-37,550.00</b>	<b>11,045.00</b>	<b>26,505.00</b>	<b>10,106.50</b>	<b>.00</b>	<b>70.59%</b>

Fund 199 / 3 General Operating Fund

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Realized</u>
8000 - Other Uses & NonOperating Exp						
00 - Generic						
8900 - Other Uses						
8911-00.000-3-00000 Transfer to Food Service	-3,753.00	.00	.00	.00	-3,753.00	.00%
<b>Sub Total 8900</b>	<b>-3,753.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-3,753.00</b>	<b>.00%</b>
<b>Total Function 00 Generic</b>	<b>-3,753.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-3,753.00</b>	<b>.00%</b>
<b>Total Expenditures</b>	<b>-1,923,034.00</b>	<b>85,716.85</b>	<b>883,667.75</b>	<b>147,092.44</b>	<b>-953,649.40</b>	<b>45.95%</b>
<b>Total for 000</b>	<b>-1,923,034.00</b>	<b>85,716.85</b>	<b>883,667.75</b>	<b>147,092.44</b>	<b>-953,649.40</b>	<b>45.95%</b>
<b>End of Report</b>						

# MARATHON INDEPENDENT SCHOOL DISTRICT

## QUARTERLY INVESTMENT REPORT

QUARTER ENDING:

February 28, 2023

PRESENTED TO MISD BOARD OF TRUSTEES ON

March 28, 2023

### STATEMENT OF COMPLIANCE

*The investments of the District are in compliance with the Investments Policy and the Public Funds Investment Act.*

SUBMITTED BY:



Victoria Sanchez, Business Manager/Investment Officer

APPROVED BY:



Ivonne Durant, Superintendent/Investment Officer



Participant #: 22902

**Lone Star™ 2023 2nd Quarter**  
Investment Pool **Quarterly Statement**

Statement Period: 12/01/2022 to 02/28/2023

Victoria Sanchez  
Marathon ISD  
PO Box 416  
Marathon, Texas 79842-0416



**Summary of Portfolio Holdings**

Account	Fund	Number of Shares	Price Per Share	Account Book Value (USD)	Account Market Value (USD)	% Port.
General Fund	Corporate Overnight Fund	1,141,453.57	1.00	1,141,453.57	1,141,567.46	52.74%
	Government Overnight Fund	1,022,995.00	1.00	1,022,995.00	1,022,942.01	47.26%
<b>Totals:</b>				<b>2,164,448.57</b>	<b>2,164,509.47</b>	

**Totals**

Fund	Number of Shares	Price Per Share	Fund Balance (USD)	% Port.
Corporate Overnight Fund	1,141,453.57	1.00	1,141,453.57	52.74 %
Government Overnight Fund	1,022,995.00	1.00	1,022,995.00	47.26 %
Corporate Overnight Plus Fund	0.00	1.00	0.00	0.00 %
<b>Total Value:</b>			<b>2,164,448.57</b>	<b>100.00 %</b>

**Portfolio Transactions**

**General Fund - Corporate Overnight Fund**

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
12/01/2022	Starting Balance	929,992.07			929,992.07
12/30/2022	Interest	933,410.67	3,418.60	1.00	3,418.60
01/20/2023	Deposit	1,133,410.67	200,000.00	1.00	200,000.00
01/31/2023	Interest	1,137,314.70	3,904.03	1.00	3,904.03
02/28/2023	Interest	1,141,453.57	4,138.87	1.00	4,138.87
02/28/2023	Ending Balance	1,141,453.57			1,141,453.57

**General Fund - Government Overnight Fund**

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
12/01/2022	Starting Balance	813,357.82			813,357.82
12/30/2022	Interest	816,175.17	2,817.35	1.00	2,817.35
01/20/2023	Deposit	1,016,175.17	200,000.00	1.00	200,000.00
01/31/2023	Interest	1,019,447.43	3,272.26	1.00	3,272.26
02/28/2023	Interest	1,022,995.00	3,547.57	1.00	3,547.57
02/28/2023	Ending Balance	1,022,995.00			1,022,995.00

**INVESTMENT REPORT FOR QUARTERS ENDING  
February 28, 2023**

**Background Information:**

State law and Board Policy require a quarterly report regarding the District's investments. This agenda action meets the requirements for Section 2256.023.

**Administrative Consideration:**

Interest on investments helps the District achieve District and campus goals. This report is to allow the Board of Trustees to review the investment activity for the quarter, noting earnings, rates, and the investment position of the District at the end of each quarter. Yield information provided reflects the yield at the end of the quarter presented.

The District currently invests interlocal governmental investment pools, "pools" which allow withdrawal on same day basis. As a result, all investments have a weighted average maturity of one day. The book value of the pools is considered to be the market value so that balances as of the report dates are also the market values.

The District also invests in two NOW accounts with West Texas National Bank which allows withdrawal of funds on same day basis. One account is mainly used for operational purposes and excess funds are deposited into the District's pool account to ensure that the highest earning available is utilized. The second account is used for student scholarships awarded annually.

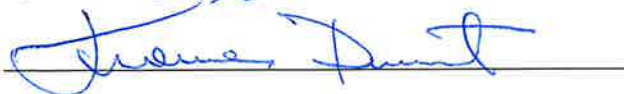
The District currently has two Certificates of Deposit with TransPecos Bank for General Operations that allows for withdrawal of funds at maturity.

**Certification of Investment Officers:**

We, the approved Investment Officers of Marathon ISD, hereby certify that the following Quarterly Investment Report represents the investment position of the District as of the quarter presented in compliance with the Board approved Investment Policy CDA (Legal) (Local), the Public Funds Investment Act (Texas Government Code 2256), and Generally Accepted Accounting Principles (GAAP).



Victoria Sanchez, Business Manager/Investment Officer



Ivonne Durant, Superintendent/Investment Officer

MARATHON ISD QUARTERLY REPORT					
Quarter Ending: February 2023					
	BALANCE 11/30/2022	TRANSACTIONS (EXCL. INT.)	INTEREST EARNINGS	NET CHANGE	BALANCE 2/28/2023
<b>GENERAL OPERATING FUND</b>					
<i>West Texas National Bank</i>					
Maintenance Fund - New Acct.	\$ 492,691.44	\$ 32,803.08	\$ 4,595.17	\$ 37,398.25	\$ 530,089.69
<i>Lone Star Investment Pool</i>					
Corporate Overnight Fund	\$ 929,992.07	\$ 200,000.00	\$ 11,461.50	\$ 211,461.50	\$ 1,141,453.57
Government Overnight Fund	\$ 813,357.82	\$ 200,000.00	\$ 9,637.18	\$ 209,637.18	\$ 1,022,995.00
<b>TOTAL GENERAL FUND</b>	<b>\$ 2,236,041.33</b>				
<b>SCHOLARSHIP FUND</b>					
West Texas National Bank	\$ 39,167.79	\$ -	\$ 365.26	\$ 365.26	\$ 39,533.05
<b>TOTAL SCHOLARSHIP FUND</b>	<b>\$ 39,167.79</b>				
<b>CERTIFICATES OF DEPOSIT</b>					
<i>Transpecos Bank</i>					
CD#1225	\$ 65,592.81	\$ 110.04	\$ -	\$ 110.04	\$ 65,702.85
CD#1312	\$ 9,355.96	\$ 11.60	\$ -	\$ 11.60	\$ 9,367.56
<b>TOTAL CERTIFICATES OF DEPOSIT</b>	<b>\$ 74,948.77</b>		<b>\$ 26,059.11</b>		

**MARATHON INDEPENDENT SCHOOL DISTRICT**

**Annual Investment Report**

**Year Ending August 31, 2022**

**Presented to the Marathon ISD Board of Trustees**

**March 28, 2023**

## Introduction

Investments of local government funds in the State of Texas are governed by Section 2256 of the Government Code. All investments made by Marathon ISD will comply with the Public Funds Investment Act and all federal, state and local statutes and/or regulations.

Overview of the requirements of the Public Funds Investment Act along with an explanation of our compliance:

1. Investments shall be made in accordance with written policies approved by the Board. These investments must emphasize safety of principal and liquidity along with yield, diversification, maturity, quality and management capability. (Gov't Code 2253.005 (b))

All investments comply with our written policy.

2. The investment policy and strategy must be reviewed annually. The Board will adopt a written instrument stating that it has reviewed the investment policy and strategies making note of any changes to policy or strategy. (Gov't Code 2256.005 (e))

This annual report insures compliance

3. The Board shall perform a compliance audit of management controls on investments and adherence to the Board's established investment policies. The compliance audit shall be performed in conjunction with the annual financial audit. (Gov't Code 2256.005 (m))

This is done by our external auditors as part of their financial audit.

4. The Board shall adopt a separate written investment strategy for each of the funds or group of funds under the Board's control. Each investment strategy must describe the investment objectives for the particular fund as it relates to suitability of the investment, preservation and safety of principal, liquidity, marketability of the investment prior to maturity, diversification and yield. (Gov't Code 2256.005 (d))

Board Policy CDA (Local) and this annual report insures compliance

5. Investment Officer must complete at least one training session within the first 12 months of assuming office and then must receive at least 8 hours of training in each two-year period thereafter. (Gov't Code 2256.008 (a.b.))

Investment training received by both Investment Officers

- Investments shall be made with judgement and care that a person of prudence would exercise in the management of his or her own affairs, nor for speculation, but for investment, considering safety of principal, liquidity and yield. These are in order by priority. (Gov't Code 2256.006)

All district investments are certificates of deposit or investment pool funds which have these objectives.

- The investment officer is subject to special provisions if a personal business relationship exists between him or her and the broker/dealer. (Gov't Code 2256.005 (i))

Investment officers have no personal business relationship with any broker dealers which fall under the statute.

- The Investment Officers shall prepare at least quarterly a written report of investment transactions for all fund giving a detailed description of the investment position of the District as of the date of the report with each investment's beginning market value, additions and changes and ending market value for the period. The report will also include maturity dates for applicable investments and provide a statement of compliance of the investment portfolio as it relates to the District's investment strategy. (Gov't Code 2256.023)

Investment reports complying with these provisions are presented quarterly.

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**Strategy**  
**(Excerpt from Board Policy CDA (Local))**

Investments of the following fund categories shall be consistent with Board Policy CDA (Local) and in accordance with the applicable strategy defined below. All strategies described below for the investment of a particular fund should be based on an understanding of the suitability of an investment to the financial requirement of the District and consider preservation and safety of principal, liquidity, market-ability of an investment if the need arises to liquidate before maturity, diversification of the investment portfolio, and yield.

Operating Funds – Investment strategies for operating funds (including any commingled pools containing operating funds) shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

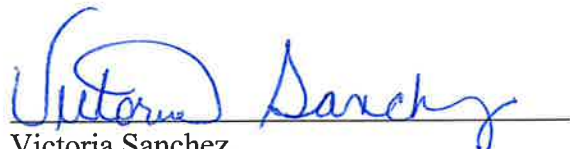
Custodial Funds – Investment strategies for custodial funds shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.


Debt Service Funds - Investment strategies for debt service funds shall have as their primary objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Maturities longer than one year are authorized provided legal limits are not exceeded.

Capital Projects Funds – Investment strategies for capital project funds shall have as their primary objective sufficient investment liquidity to timely meet capital project obligations. Maturities longer than one year are authorized provided legal limits are not exceeded.



The Annual Investment Report for Marathon ISD for the year ended August 31, 2022, is in full compliance with the investment policy and strategy as established for the District and the Public Funds Investment Act (CH 2256).

  
Victoria Sanchez  
Business Manager/Investment Officer

  
Ivonne Durant  
Superintendent/Investment Officer

**MARATHON ISD ANNUAL INVESTMENTS PORTFOLIO REPORT**

**FISCAL YEAR: 2021-2022**

**GENERAL OPERATING FUND - West Texas National Bank Maintenance Fund**

	September	October	November	December	January	February	March	April	May	June	July	August
<b>Beginning Balance</b>	\$ 241,435.31	\$ 385,222.04	\$ 259,980.54	\$ 276,471.90	\$ 310,689.18	\$ 469,459.98	\$ 451,374.07	\$ 326,525.61	\$ 213,725.93	\$ 99,371.80	\$ 313,363.64	\$ 194,295.05
<b>Transactions Excl. Int.)</b>	\$ 143,780.18	\$ (125,250.41)	\$ 16,480.87	\$ 34,207.87	\$ 158,749.33	\$ (18,165.45)	\$ (124,944.10)	\$ (112,898.45)	\$ (114,464.49)	\$ 213,706.82	\$ (119,374.10)	\$ 164,124.87
<b>Interest Earnings</b>	\$ 6.55	\$ 8.91	\$ 10.49	\$ 9.41	\$ 21.47	\$ 79.54	\$ 95.64	\$ 98.77	\$ 110.36	\$ 285.02	\$ 305.51	\$ 455.19
<b>Ending Balance</b>	\$ 385,222.04	\$ 259,980.54	\$ 276,471.90	\$ 310,689.18	\$ 469,459.98	\$ 451,374.07	\$ 326,525.61	\$ 213,725.93	\$ 99,371.80	\$ 313,363.64	\$ 194,295.05	\$ 358,875.11

**GENERAL OPERATING FUND - Lone Star Investment Pool - Corporate Overnight Fund**

	September	October	November	December	January	February	March	April	May	June	July	August
<b>Beginning Balance</b>	\$ 1,315,785.77	\$ 1,015,841.26	\$ 1,015,887.85	\$ 1,015,939.76	\$ 1,016,038.10	\$ 1,216,125.06	\$ 1,216,230.56	\$ 1,216,483.89	\$ 1,216,906.68	\$ 1,217,753.51	\$ 1,068,794.61	\$ 1,070,334.59
<b>Transactions Excl. Int.)</b>	\$ (300,000.00)	\$ -	\$ -	\$ 34.00	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ (150,000.00)	\$ 0.17	\$ (150,000.00)
<b>Interest Earnings</b>	\$ 55.49	\$ 46.59	\$ 51.91	\$ 64.34	\$ 86.96	\$ 105.50	\$ 253.33	\$ 422.79	\$ 846.83	\$ 1,041.10	\$ 1,539.81	\$ 2,062.43
<b>Ending Balance</b>	\$ 1,015,841.26	\$ 1,015,887.85	\$ 1,015,939.76	\$ 1,016,038.10	\$ 1,036,125.06	\$ 1,216,230.56	\$ 1,216,483.89	\$ 1,216,906.68	\$ 1,217,753.51	\$ 1,068,794.61	\$ 1,070,334.59	\$ 922,397.02

**GENERAL OPERATING FUND - Lone Star Investment Pool - Government Overnight Fund**

	September	October	November	December	January	February	March	April	May	June	July	August
<b>Beginning Balance</b>	\$ 999,235.17	\$ 999,239.37	\$ 999,243.71	\$ 999,247.91	\$ 1,002,607.42	\$ 1,102,614.28	\$ 1,102,635.12	\$ 1,102,736.53	\$ 1,102,959.16	\$ 1,103,498.91	\$ 954,267.37	\$ 955,489.28
<b>Transactions Excl. Int.)</b>	\$ -	\$ -	\$ -	\$ 3,355.17	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ (150,000.00)	\$ 0.11	\$ (150,000.00)
<b>Interest Earnings</b>	\$ 4.20	\$ 4.34	\$ 4.20	\$ 4.34	\$ 6.86	\$ 20.84	\$ 101.41	\$ 222.63	\$ 539.75	\$ 768.46	\$ 1,221.80	\$ 1,617.38
<b>Ending Balance</b>	\$ 999,239.37	\$ 999,243.71	\$ 999,247.91	\$ 1,002,607.42	\$ 1,102,614.28	\$ 1,102,635.12	\$ 1,102,736.53	\$ 1,102,959.16	\$ 1,103,498.91	\$ 954,267.37	\$ 955,489.28	\$ 807,106.66

**SCHOLARSHIP FUND - West Texas National Bank**

	September	October	November	December	January	February	March	April	May	June	July	August
Beginning Balance	\$ 39,972.72	\$ 39,973.94	\$ 39,975.02	\$ 39,976.66	\$ 39,978.08	\$ 39,979.84	\$ 39,986.01	\$ 39,995.78	\$ 40,010.37	\$ 46,038.33	\$ 46,074.63	\$ 46,128.15
Transactions Excl. Int.)	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	\$ -	\$ -	\$ (4,166.67)
Interest Earnings	\$ 1.22	\$ 1.08	\$ 1.64	\$ 1.42	\$ 1.76	\$ 6.17	\$ 9.77	\$ 14.59	\$ 27.96	\$ 36.30	\$ 53.52	\$ 76.00
Ending Balance	\$ 39,973.94	\$ 39,975.02	\$ 39,976.66	\$ 39,978.08	\$ 39,979.84	\$ 39,986.01	\$ 39,995.78	\$ 40,010.37	\$ 46,038.33	\$ 46,074.63	\$ 46,128.15	\$ 42,037.48

**CERTIFICATES OF Deposit - Transpecos Bank CD#1225**

	September	October	November	December	January	February	March	April	May	June	July	August
Beginning Balance	\$ 65,091.08	\$ 65,091.08	\$ 65,220.91	\$ 65,265.22	\$ 65,309.57	\$ 65,353.94	\$ 65,398.34	\$ 65,438.48	\$ 65,482.94	\$ 65,504.47	\$ 65,526.72	\$ 65,548.26
Transactions Excl. Int.)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Earnings	\$ -	\$ 129.83	\$ 44.31	\$ 44.35	\$ 44.37	\$ 44.40	\$ 40.14	\$ 44.46	\$ 21.53	\$ 22.25	\$ 21.54	\$ 59 22.27
Ending Balance	\$ 65,091.08	\$ 65,220.91	\$ 65,265.22	\$ 65,309.57	\$ 65,353.94	\$ 65,398.34	\$ 65,438.48	\$ 65,482.94	\$ 65,504.47	\$ 65,526.72	\$ 65,548.26	\$ 65,570.53

**CERTIFICATES OF Deposit - Transpecos Bank CD#1312**

	September	October	November	December	January	February	March	April	May	June	July	August
Beginning Balance	\$ 9,340.45	\$ 9,340.45	\$ 9,343.48	\$ 9,344.75	\$ 9,345.78	\$ 9,346.58	\$ 9,347.92	\$ 9,349.11	\$ 9,350.26	\$ 9,351.45	\$ 9,352.60	\$ 9,353.52
Transactions Excl. Int.)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Earnings		\$ 3.03	\$ 1.27	\$ 1.03	\$ 0.80	\$ 1.34	\$ 1.19	\$ 1.15	\$ 1.19	\$ 1.15	\$ 0.92	\$ 2.44
Ending Balance	\$ 9,340.45	\$ 9,343.48	\$ 9,344.75	\$ 9,345.78	\$ 9,346.58	\$ 9,347.92	\$ 9,349.11	\$ 9,350.26	\$ 9,351.45	\$ 9,352.60	\$ 9,353.52	\$ 9,355.96

Financial Institute Type of Investment			Fiscal Year	Interest Earnings	Year End Book Value	Year End Market Value
West Texas National Bank Maintenance Account	3060177	Depository	2018-2019	\$ 5,184.17	\$ 382,771.28	\$ 382,771.28
			2019-2020	\$ 2,467.90	\$ 260,081.95	\$ 260,081.95
			2020-2021	\$ 188.55	\$ 241,435.31	\$ 241,435.31
			2021-2022	\$ 1,486.86	\$ 358,875.11	\$ 358,875.11

WTNB Maintenance Fund  
Interest Earnings



WTNB Maintenance Fund  
Year End Book Value

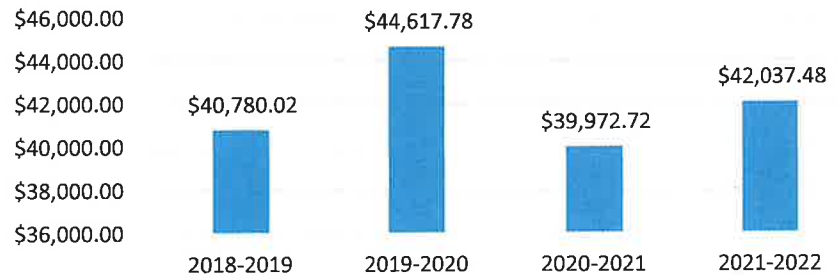


Financial Institute Type of Investment			Fiscal Year	Interest Earnings	Year End Book Value	Year End Market Value
West Texas National Bank Scholarship Fund	7110456	Depository	2018-2019	\$ 785.81	\$ 40,780.02	\$ 40,780.02
			2019-2020	\$ 339.03	\$ 44,617.78	\$ 44,617.78
			2020-2021	\$ 21.24	\$ 39,972.72	\$ 39,972.72
			2021-2022	\$ 231.54	\$ 42,037.48	\$ 42,037.48

WTNB Scholarship Fund  
Interest Earnings



WTNB Scholarship Fund  
Year End Book Value



\* Book Value = Marathon's actual book value/equity.

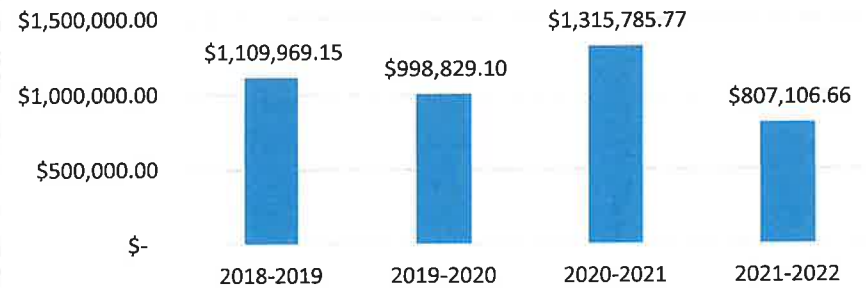
\* Market Value = Projected value based on the market

Financial Institute Type of Investment			Fiscal Year	Interest Earnings	Year End Book Value	Year End Market Value
First Public/LSIP Government Overnight Fund	022902	07/2008?	2018-2019	\$ 31,415.49	\$ 1,109,969.15	\$ 1,110,021.44
			2019-2020	\$ 14,782.95	\$ 998,829.10	\$ 998,923.91
			2020-2021	\$ 1,216.92	\$ 1,315,785.77	\$ 1,315,867.06
			2021-2022	\$ 4,516.21	\$ 807,106.66	\$ 807,049.29

First Public/LSIP - Government Overnight Fund  
Interest Earnings



First Public/LSIP - Government Overnight Fund  
Year End Book Value



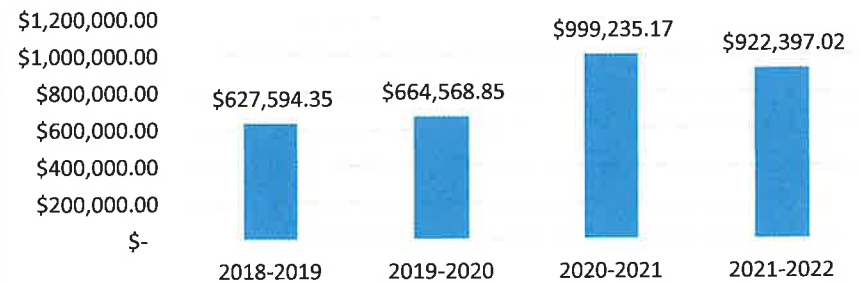
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Financial Institute Type of Investment			Fiscal Year	Interest Earnings	Year End Book Value	Year End Market Value
First Public/LSIP Corporate Overnight Fund	022902	2/22/2017	2018-2019	\$ 13,985.08	\$ 627,594.35	\$ 627,633.33
			2019-2020	\$ 7,724.50	\$ 664,568.85	\$ 664,724.07
			2020-2021	\$ 406.07	\$ 999,235.17	\$ 999,286.48
			2021-2022	\$ 6,577.25	\$ 922,397.02	\$ 922,410.08

First Public/LSIP - Corporate Overnight Fund  
Interest Earnings



First Public/LSIP Corporate Overnight Fund  
Year End Book Value

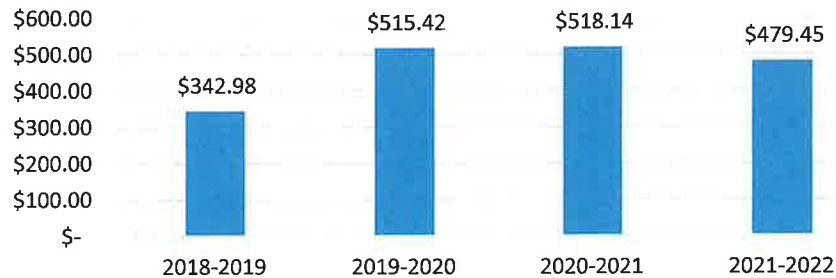


\* Book Value = Marathon's actual book value/equity.

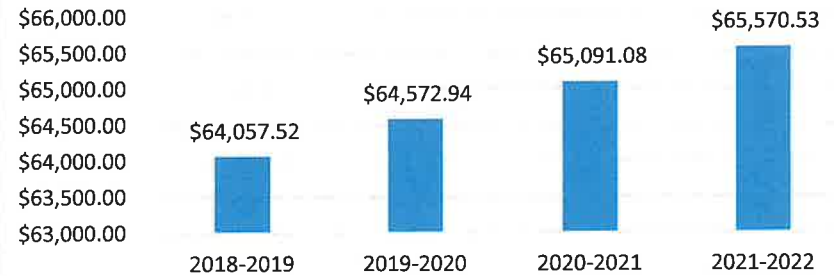
\* Market Value = Projected value based on the market

Financial Institute Type of Investment	Identifying Number	Date of Purchase or Account Established	Fiscal Year	Interest Earnings	Year End Book Value	Year End Market Value
Transpecos Bank/CD1225	1225	4/16/2007	2018-2019	\$ 342.98	\$ 64,057.52	\$ 64,057.52
			2019-2020	\$ 515.42	\$ 64,572.94	\$ 64,572.94
			2020-2021	\$ 518.14	\$ 65,091.08	\$ 65,091.08
			2021-2022	\$ 479.45	\$ 65,570.53	\$ 65,570.53

Transpecos Bank CD1225  
Interest Earnings



Transpecos Bank CD1225  
Year End Book Value

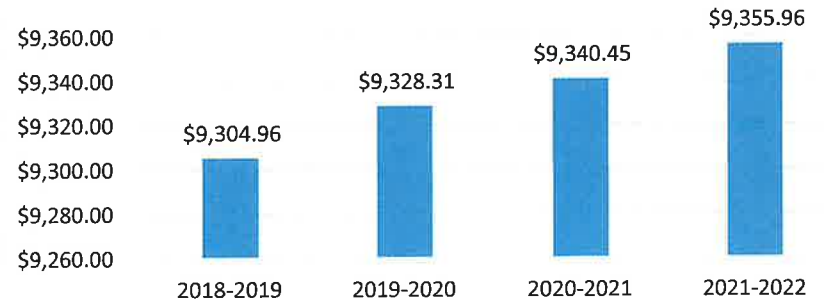


Financial Institute Type of Investment	Identifying Number	Date of Purchase or Account Established	Fiscal Year	Interest Earnings	Year End Book Value	Year End Market Value
Transpecos Bank/CD1312	1312	7/3/2009	2018-2019	\$ 23.23	\$ 9,304.96	\$ 9,304.96
			2019-2020	\$ 23.35	\$ 9,328.31	\$ 9,328.31
			2020-2021	\$ 12.14	\$ 9,340.45	\$ 9,340.45
			2021-2022	\$ 15.51	\$ 9,355.96	\$ 9,355.96

Transpecos Bank CD1312  
Interest Earnings



Transpecos Bank CD1312  
Year End Book Value



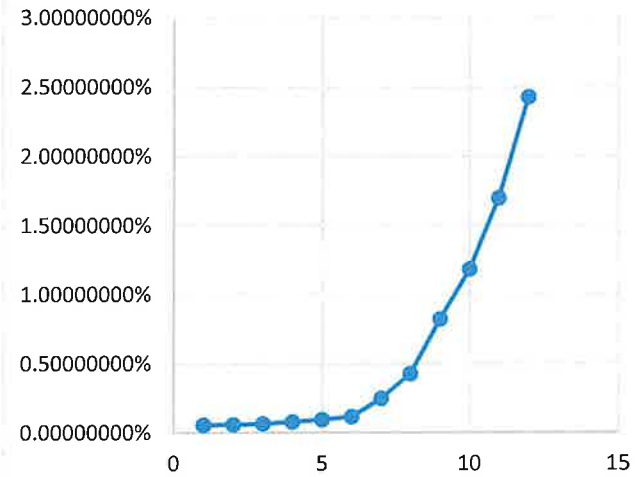
\* Book Value = Marathon's actual book value/equity.

\* Market Value = Projected value based on the market

**First Public/Lone Star Investment Pool**

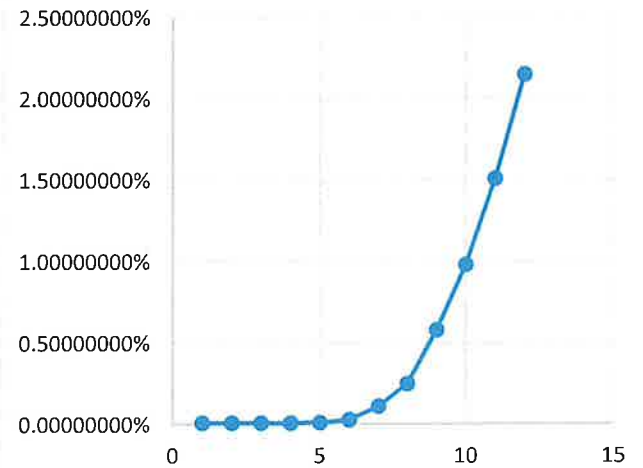
Fund	Month	Average Allocation	Average Yield
Corporate Overnight Fund	September 2021	0.00014470%	0.05280000%
Corporate Overnight Fund	October 2021	0.00014790%	0.05400000%
Corporate Overnight Fund	November 2021	0.00017030%	0.06220000%
Corporate Overnight Fund	December 2021	0.00020420%	0.07460000%
Corporate Overnight Fund	January 2022	0.00025190%	0.09200000%
Corporate Overnight Fund	February 2022	0.00030980%	0.11310000%
Corporate Overnight Fund	March 2022	0.00067180%	0.24520000%
Corporate Overnight Fund	April 2022	0.00115850%	0.42290000%
Corporate Overnight Fund	May 2022	0.00224480%	0.81940000%
Corporate Overnight Fund	June 2022	0.00323840%	1.18200000%
Corporate Overnight Fund	July 2022	0.00464740%	1.69630000%
Corporate Overnight Fund	August 2022	0.00664320%	2.42480000%

**Average Monthly Yield**



Government Overnight Fund	September 2021	0.00001400%	0.00510000%
Government Overnight Fund	October 2021	0.00001400%	0.00510000%
Government Overnight Fund	November 2021	0.00001400%	0.00510000%
Government Overnight Fund	December 2021	0.00001400%	0.00510000%
Government Overnight Fund	January 2022	0.00002070%	0.00760000%
Government Overnight Fund	February 2022	0.00006750%	0.02460000%
Government Overnight Fund	March 2022	0.00029660%	0.10830000%
Government Overnight Fund	April 2022	0.00067290%	0.24560000%
Government Overnight Fund	May 2022	0.00157850%	0.57620000%
Government Overnight Fund	June 2022	0.00267690%	0.97710000%
Government Overnight Fund	July 2022	0.00413010%	1.50750000%
Government Overnight Fund	August 2022	0.00588630%	2.14850000%

**Average Monthly Yield**



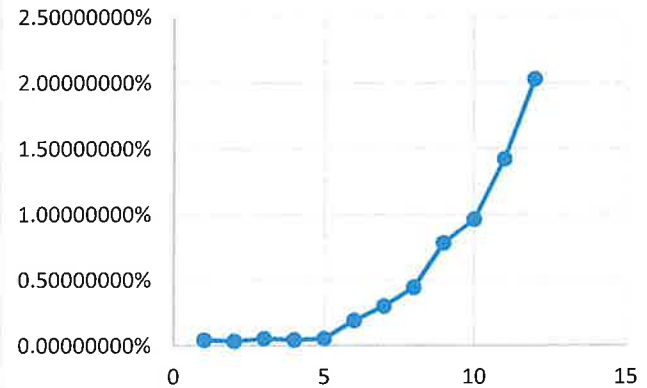
**Transpecos Bank - Certificate of Deposit**

Fund	Month	Interest Rate/AYP	Maturity Terms
Certificate of Deposit #1225	Sept 2021 - Mar 2021	0.8%	
Matures 4/16/2023	April 2022 - Aug 2022	0.4%	Annual Maturity
Certificate of Deposit #1312	Sept 2021 - June 2022	0.13%	
Matures 01/24/2023	July 2021 - Sept 2022	0.25%	6 Months Maturity

**West Texas National Bank - Checking Accounts**

Fund	Month	Interest Rate/AYP	Maturity Terms
Scholarship Fund	September 2021	0.04000000%	NA
Scholarship Fund	October 2021	0.03000000%	NA
Scholarship Fund	November 2021	0.05000000%	NA
Scholarship Fund	December 2021	0.04000000%	NA
Scholarship Fund	January 2022	0.05000000%	NA
Scholarship Fund	February 2022	0.19000000%	NA
Scholarship Fund	March 2022	0.30000000%	NA
Scholarship Fund	April 2022	0.44000000%	NA
Scholarship Fund	May 2022	0.78000000%	NA
Scholarship Fund	June 2022	0.96000000%	NA
Scholarship Fund	July 2022	1.42000000%	NA
Scholarship Fund	August 2022	2.03000000%	NA

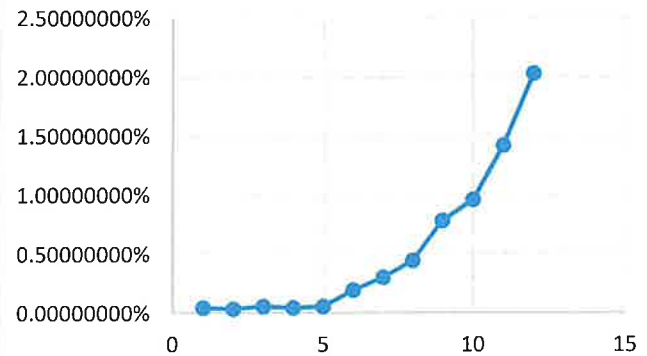
Average Monthly IR/AYP



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Maintenance Fund	September 2021	0.04000000%	NA
Maintenance Fund	October 2021	0.03000000%	NA
Maintenance Fund	November 2021	0.05000000%	NA
Maintenance Fund	December 2021	0.04000000%	NA
Maintenance Fund	January 2022	0.05000000%	NA
Maintenance Fund	February 2022	0.19000000%	NA
Maintenance Fund	March 2022	0.30000000%	NA
Maintenance Fund	April 2022	0.44000000%	NA
Maintenance Fund	May 2022	0.78000000%	NA
Maintenance Fund	June 2022	0.96000000%	NA
Maintenance Fund	July 2022	1.42000000%	NA
Maintenance Fund	August 2022	2.03000000%	NA

Average Monthly IR/AYP



**Marathon ISD Investments Diversification**

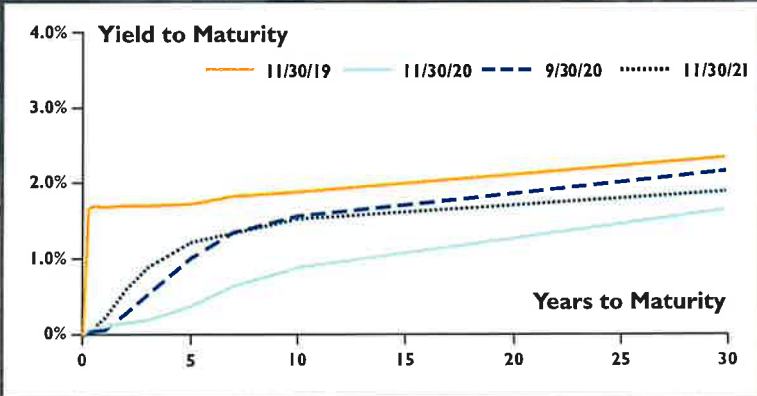
<b>Financial Institute</b>	<b>Account</b>	<b>Investment Instruments</b>	<b>Credit Risk</b>	<b>Liquidity Risk</b>	<b>Market Risk</b>	<b>Advantages</b>	<b>Disadvantages</b>
<b>First Public/Lone Star Inv. Pool Corporate Overnight Account</b>	Investment Pool	Commercial Paper	Moderate	Moderate	Moderate Short Term	Higher Yield Specific Maturity Choice	Reduced Liquidity Rating Risk
		Money Market	Low	Low	Moderate Price can Fluctuate	Liquidity \$1 NAV Professional Management	Reduced Liquidity Rating Risk
		Cash/Repo	Low	Low-None on Overnight Low Term	None on Overnight if buy/sell	Multiple maturities High yield long mkt rates	Overnight tied to Federal Funds
		Agencies	Low	Low	Short-Low Long-Med	Safety, Liquidity Yield Adv Flexible Structure	Slightly More Risk W/drawal penalty
<b>First Public/Lone Star Inv. Pool Government Overnight Account</b>	Investment Pool	Cash/Repo	Low	Low-None on Overnight Low Term	None on Overnight if buy/sell	Multiple maturities High yield long mkt rates	Overnight tied to Federal65 Funds
		Treasuries	Backed by US Govt Tax Ability	None	Short - Low Longer - Med	Safety Liquidity Highest Credit	Low Yield
		Agencies	Low	Low	Short-Low Long-Med	Safety, Liquidity Yield Adv Flexible Structure	Slightly More Risk W/drawal penalty
		Money Market	Low	Low	Moderate Price can Fluctuate	Liquidity \$1 NAV Professional Management	Reduced Liquidity Rating Risk
		Checking Account	PF 85% 13 Wk Tbill FDIC & Pledged Securities Protected	Backed by US Govt Tax Ability	None	Low-Very Short	Safety Liquidity Highest Credit
<b>West Texas National Bank Scholarhship Fund</b>	Checking Account	PF 85% 13 Wk Tbill FDIC & Pledged Securities Protected	Backed by US Govt Tax Ability	None	Low-Very Short	Safety Liquidity Highest Credit	Low Yield

<b>Transpecos Bank CD1225</b>	CD #1225	Certificate of Deposit FDIC Protected	Low Bank Credit	High Withdrawal Penalties	Moderate Collateral Value	Flexible Rate Structures Easy - Fees	Not Liquid Collateral Risk W/Penalties
<b>Transpecos Bank CD1312</b>	CD #1312	Certificate of Deposit FDIC Protected	Low Bank Credit	High Withdrawal Penalties	Moderate Collateral Value	Flexible Rate Structures Easy - Fees	Not Liquid Collateral Risk W/Penalties

# Quarterly Position Report

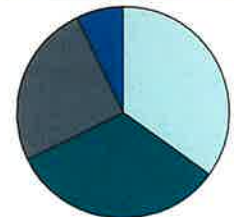
## November 30, 2021

U.S. Treasury yields in the 2- to 7-year area of the curve rose sharply in the three-month period ending November 30th. The sharp rise was large due to the announcement of the tapering of the Fed's monthly bond purchase programs as well as the market pricing in two rate hikes in 2022. Despite a weaker than expected jobs report for November, job creation continues to be strong as the unemployment rate fell to 4.2%, the lowest level since February of 2020. Late in November, rates rose sharply after Fed Chair Powell said that the use of the word transitory to describe inflation was no longer appropriate. Following his remarks, the Fed funds futures market was fully pricing in a rate hike by June of next year. Inflation concerns ramped up early in the month when the consumer price index rose by 6.2% y/y in October, the largest increase in 30 years. The next FOMC meeting is scheduled for December 15th.



<b>Government Overnight Fund</b>	Duration 0.17063	
	Participant Assets	Market Value
Beginning-of-Quarter Balance	3,379,590,311.72	3,379,763,859.40
Deposits	2,149,104,130.77	
Withdrawals	(1,999,455,211.37)	
End-of-Quarter Balance	3,529,239,231.12	3,529,093,661.41

Cash/Repo	35%
Treasuries	33%
Agencies	25%
MM Funds	7%



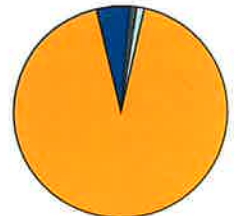
<b>Corporate Overnight Fund</b>	Duration 0.21465	
	Participant Assets	Market Value
Beginning-of-Quarter Balance	2,581,918,900.08	2,582,078,415.20
Deposits	1,216,961,375.27	
Withdrawals	(1,176,411,381.92)	
End-of-Quarter Balance	2,622,468,893.43	2,622,481,397.72

Commercial Paper	89%
MM Funds	7%
Cash/Repo	3%
Agencies	1%



<b>Corporate Overnight Plus Fund</b>	Duration 0.16774	
	Participant Assets	Market Value
Beginning-of-Quarter Balance	6,400,616,510.92	6,401,095,557.62
Deposits	3,922,127,722.47	
Withdrawals	(3,629,048,258.95)	
End-of-Quarter Balance	6,693,695,974.44	6,693,717,776.36

Commercial Paper	93%
MM Funds	5%
Cash/Repo	1%
Agencies	1%



### Returns

	September		October		November	
	Average Rate	7-day SEC Yield	Average Rate	7-day SEC Yield	Average Rate	7-day SEC Yield
Govt Overnight Fund	0.01%	0.01%	0.01%	0.01%	0.01%	0.01%
Corp Overnight Fund	0.05%	0.05%	0.05%	0.06%	0.06%	0.06%
Corp Overnight Plus Fund	0.08%	0.08%	0.08%	0.08%	0.08%	0.09%

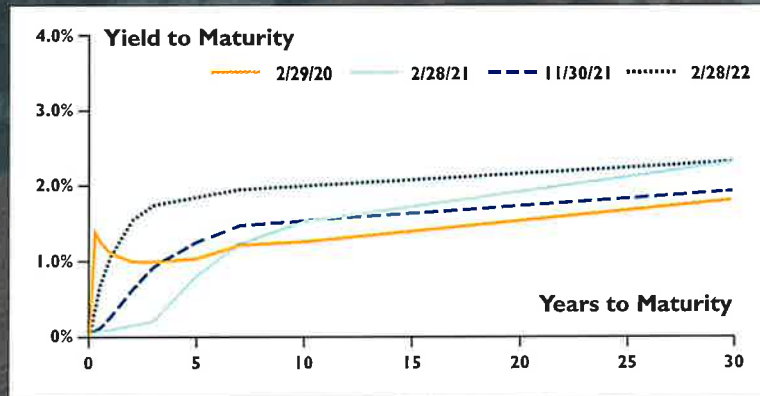
*William Mastrodicasa*  
William Mastrodicasa

Lone Star Investment Pool Investment Officers

*Tammy Davis*  
Tammy Davis

## Quarterly Position Report

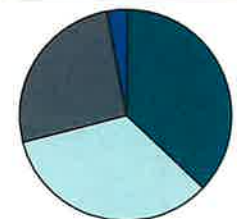
### February 28, 2022



U.S. Treasury yields rose sharply in the three-month period ending in February. The curve flattened as the two-year note rose nearly 100 basis points while the 30-year bond rose by 40 basis points. Equity markets, which surged in 2021, started the first two months of 2022 lower as the S&P 500 fell by over 8%. The good news for the economy is that Covid-19 cases have fallen significantly. The job market has continued to show strong growth as the unemployment rate fell to 3.8%. The Russian invasion of Ukraine has increased uncertainty in the global economy. Credit spreads have moved higher due to the uncertainty as well as the expectation of less accommodative monetary policy. Inflation has continued at levels not seen in 40 years. At the start of February, the market was pricing in a strong probability of a 50 basis point hike at the March 16th FOMC meeting, but that probability has fallen to near zero. At the end of February, the market was pricing in 25 basis point hikes at the next four FOMC meetings as the most likely scenario.

<b>Government Overnight Fund</b>		Duration	0.09706
	Participant Assets	Market Value	
Beginning-of-Quarter Balance	3,529,239,231.12	3,529,093,661.41	
Deposits	7,402,588,476.06		
Withdrawals	(5,565,984,595.28)		
End-of-Quarter Balance	5,365,843,111.90	5,364,023,199.51	

Treasuries	37%
Cash/Repo	34%
Agencies	26%
MM Funds	3%



<b>Corporate Overnight Fund</b>		Duration	0.15161
	Participant Assets	Market Value	
Beginning-of-Quarter Balance	2,622,468,893.43	2,622,481,397.72	
Deposits	3,483,921,534.99		
Withdrawals	(2,150,725,669.47)		
End-of-Quarter Balance	3,955,664,758.95	3,955,124,995.60	

Commercial Paper	92%
MM Funds	4%
Cash/Repo	2%
Treasuries	1%
Agencies	1%



<b>Corporate Overnight Plus Fund</b>		Duration	0.15800
	Participant Assets	Market Value	
Beginning-of-Quarter Balance	6,693,695,974.44	6,693,717,776.36	
Deposits	8,406,885,339.84		
Withdrawals	(5,094,297,486.34)		
End-of-Quarter Balance	10,006,283,827.94	10,004,536,706.78	

Commercial Paper	97%
Cash/Repo	1%
MM Funds	1%
Agencies	1%



### Returns

	December		January		February	
	Average Rate	7-day SEC Yield	Average Rate	7-day SEC Yield	Average Rate	7-day SEC Yield
Govt Overnight Fund	0.01%	0.01%	0.01%	0.01%	0.02%	0.03%
Corp Overnight Fund	0.07%	0.07%	0.09%	0.10%	0.11%	0.13%
Corp Overnight Plus Fund	0.10%	0.10%	0.12%	0.13%	0.14%	0.15%

*William Mastrodicasa*  
William Mastrodicasa

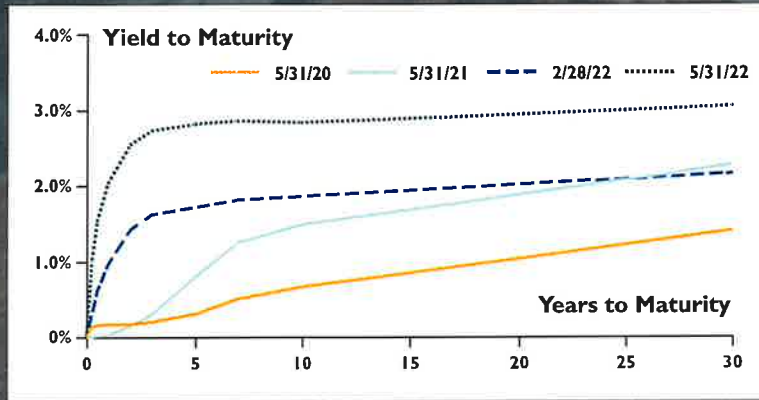
Lone Star Investment Pool Investment Officers

*Tammy Davis*  
Tammy Davis

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## Quarterly Position Report

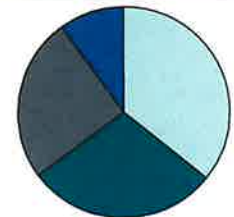
### May 31, 2022



U.S. Treasury yields rose sharply in the three-month period ending in May, with the two-year note leading the way at +112 basis points. Tighter monetary policy expectations, surging inflation, and a strong labor force contributed to the move in yields. Despite a modest increase in May, the S&P 500 index fell by approximately 5.5% during the quarter. The Fed raised the target rate by 25 basis points at the March FOMC meeting and by 50 basis points at the May meeting. Both rate hikes were widely expected. The Fed is expected to raise the target rate by 50 basis points at the next two FOMC meetings. The market is additionally pricing in hikes of 25 or 50 basis points at each of the remaining meetings in 2022. Increases in payrolls continue to be very solid, which should allow the Fed to continue to aggressively tighten monetary policy as inflation remains at levels not seen for 40 years. The next FOMC meeting is scheduled for June 15th.

<b>Government Overnight Fund</b>	<b>Duration 0.03351</b>	
	<b>Participant Assets</b>	<b>Market Value</b>
Beginning-of-Quarter Balance	5,365,843,111.90	5,364,023,199.51
Deposits	1,755,128,113.24	
Withdrawals	(2,135,674,421.66)	
End-of-Quarter Balance	4,985,296,803.48	4,984,205,424.15

Cash/Repo	36%
Treasuries	29%
Agencies	25%
MM Funds	10%



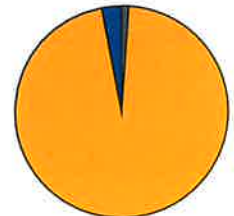
<b>Corporate Overnight Fund</b>	<b>Duration 0.19133</b>	
	<b>Participant Assets</b>	<b>Market Value</b>
Beginning-of-Quarter Balance	3,955,664,758.95	3,955,124,995.60
Deposits	789,163,640.17	
Withdrawals	(1,182,902,276.16)	
End-of-Quarter Balance	3,561,926,122.96	3,561,655,676.76

Commercial Paper	86%
MM Funds	12%
Cash/Repo	1%
Agencies	1%



<b>Corporate Overnight Plus Fund</b>	<b>Duration 0.19540</b>	
	<b>Participant Assets</b>	<b>Market Value</b>
Beginning-of-Quarter Balance	10,006,283,827.94	10,004,536,706.78
Deposits	2,948,614,270.13	
Withdrawals	(4,096,219,305.72)	
End-of-Quarter Balance	8,858,678,792.35	8,857,509,592.18

Commercial Paper	96%
MM Funds	3%
Agencies	1%



### Returns

	March		April		May	
	Average Rate	7-day SEC Yield	Average Rate	7-day SEC Yield	Average Rate	7-day SEC Yield
Govt Overnight Fund	0.11%	0.20%	0.25%	0.27%	0.58%	0.65%
Corp Overnight Fund	0.25%	0.35%	0.42%	0.48%	0.82%	0.90%
Corp Overnight Plus Fund	0.28%	0.40%	0.46%	0.50%	0.82%	0.92%

*William Mastrodicosa*  
William Mastrodicosa

Lone Star Investment Pool Investment Officers

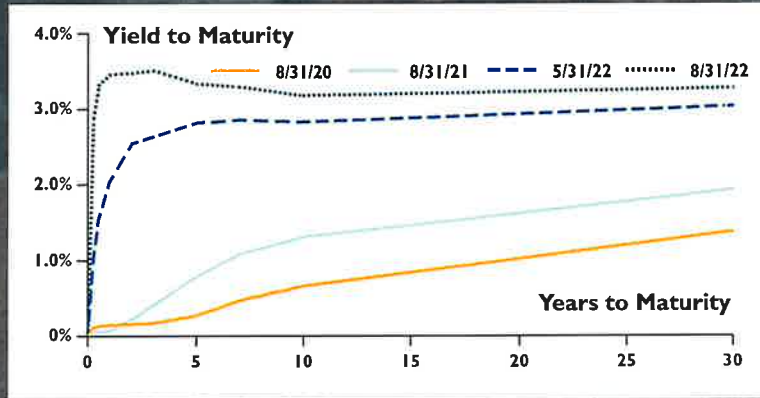
*Tammy Davis*  
Tammy Davis

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# Quarterly Position Report

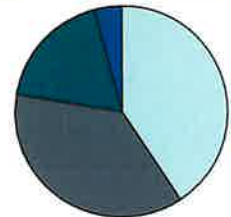
## August 31, 2022

The U.S. Treasury yield curve rose sharply, especially on the front-end, as the curve became inverted during the three-month period ending in August. Yields within one year rose as much as 177 basis points on expectations that the Fed will continue to be aggressive to curb inflation. In June, the FOMC raised the target interest rate by 75 basis points to a range of 1.50-1.75%. It was the first 75-basis point hike since 1994. In July, the Fed raised the target by an additional 75 basis points to a range of 2.25-2.50%. Following the July meeting, there is a rare eight-week gap between meetings. During this time, the Fed will get multiple reports on inflation, labor markets, etc. The most recent CPI numbers came in below estimates, but still very elevated, at 8.5% y/y, and were flat month-over-month. Core inflation also came in lower than expected at 5.9%, and it was up 0.3% m/m. Job growth remains solid. The most recent unemployment report rose by 0.2% to 3.7%. The 0.2% increase was equal to the increase in the participation rate. The next FOMC meeting is on September 21. The futures market pricing is indicating another rate hike of 75 basis points.



<b>Government Overnight Fund</b>		Duration 0.01567
	Participant Assets	Market Value
Beginning of Quarter Balance	4,985,296,803.48	4,984,205,424.15
Deposits	2,317,788,280.00	
Withdrawals	(2,826,190,950.19)	
End of Quarter Balance	4,476,894,133.29	4,476,575,890.03

Cash/Repo	41%
Agencies	37%
Treasuries	18%
MM Funds	4%



<b>Corporate Overnight Fund</b>		Duration 0.17204
	Participant Assets	Market Value
Beginning of Quarter Balance	3,561,926,122.96	3,561,655,676.76
Deposits	1,917,981,406.20	
Withdrawals	(2,302,074,809.55)	
End of Quarter Balance	3,177,832,719.61	3,177,877,705.47

Commercial Paper	75%
MM Funds	13%
Cash/Repo	9%
Agencies	3%



<b>Corporate Overnight Plus Fund</b>		Duration 0.18950
	Participant Assets	Market Value
Beginning of Quarter Balance	8,858,678,792.35	8,857,509,592.18
Deposits	4,531,223,307.71	
Withdrawals	(5,587,735,574.06)	
End of Quarter Balance	7,802,166,526.00	7,801,902,967.77

Commercial Paper	89%
MM Funds	6%
Cash/Repo	3%
Agencies	2%



### Returns

	June		July		August	
	Average Rate	7-day SEC Yield	Average Rate	7-day SEC Yield	Average Rate	7-day SEC Yield
Govt Overnight Fund	0.98%	1.31%	1.51%	1.79%	2.15%	2.19%
Corp Overnight Fund	1.18%	1.48%	1.70%	1.98%	2.42%	2.46%
Corp Overnight Plus Fund	1.19%	1.50%	1.73%	2.01%	2.43%	2.48%

*William Mastrodicasa*  
William Mastrodicasa

Lone Star Investment Pool Investment Officers

*Tammy Davis*  
Tammy Davis

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# MARATHON INDEPENDENT SCHOOL DISTRICT

P.O. BOX 416 \*\*\* 109 N. 5<sup>TH</sup> STREET  
MARATHON, TX 79842

## RESOLUTION

### Designation of Investment Officer

#### Approval of Independent Sources for Investment Training; and Approval of Qualified Brokers

**WHEREAS**, Marathon Independent School District “District” has been legally created and operates pursuant to the general laws of the State of Texas applicable to independent school districts; and

**WHEREAS**, Section 2256.005 (f), Texas Government Code requires the District to designate one or more officers or employees as Investment Officer(s) to be responsible for the investment of its funds, and all transactions involving the investment of funds;

**WHEREAS**, the Investment Officers designated by Board Resolution shall comply with investment training requirements under the Public Funds Investment Act; Section 2256.008 (a), Texas Government Code; and Board Policy CDA (Legal) and CDA (Local);

**WHEREAS**, Section 2256.005 (f) Texas Government Code requires that the governing body of an investing entity approve the selection of qualified brokers that are authorized to engage in investment transactions with the District;

#### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MARATHON INDEPENDENT SCHOOL DISTRICT THAT:**

..... the District designates the Superintendent of Schools and the Business Manager as the investment officers for the District;

..... the Texas Association of School Boards, Texas Association of School Administrators, Texas Association of School Business Officials and its Affiliates, Texas Comptroller of Public Accounts, Texas Local Government Invest Pool, Texas State University, Region 18 Education Service Center, First Public/Lone Star and its Affiliates, and Texas Society of CPA’s are approved as independent sources of instruction relating to investment responsibilities for the investment officers of the District:

..... the First Public/Lone Star Investment Pool, TransPecos Bank, and West Texas National Bank serve as its qualified broker in the investment of district’s funds.

#### **BE IT FURTHER RESOLVED THAT:**

..... the provisions of this Resolution shall be effective as of the date of adoption, and shall remain in effect until modified by action of the Board of Trustees.

Adopted on the 28<sup>th</sup> day of March, 2023.

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President, Board of Trustees

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Secretary, Board of Trustees

# MARATHON INDEPENDENT SCHOOL DISTRICT

P.O. BOX 416 \*\*\* 109 N. 5<sup>TH</sup> STREET  
MARATHON, TX 79842

## RESOLUTION

### Annual Review of Investment Policy and Investment Strategies

**WHEREAS**, Section 2256.005, Texas Government Code requires that the governing body of an investing entity review its investment policy and strategies no less than annually;

**WHEREAS**, the Board of Trustees of the Marathon Independent School District, has adopted an Investment Policy, CDA (Legal) and CDA (Local), pursuant to Chapter 2256, Texas Government Code, as is amended from time to time;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MARATHON INDEPENDENT SCHOOL DISTRICT THAT:**

.... the Investment Policy, in the form of TASB Board Policy CDA (Legal) and CDA (Local) and investment strategies contained in said policy have been reviewed and are hereby adopted with

\_\_\_\_\_ Changes as per attached

\_\_\_\_\_ No Changes

Adopted on the 28<sup>th</sup> day of March 2023.

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Secretary, Board of Trustees

**Investment Authority**

The Superintendent or other person designated by Board resolution shall serve as the investment officer of the District and shall invest District funds as directed by the Board and in accordance with the District's written investment policy and generally accepted accounting procedures. All investment transactions except investment pool funds and mutual funds shall be settled on a delivery versus payment basis.

**Approved  
Investment  
Instruments**

From those investments authorized by law and described further in CDA(LEGAL) under Authorized Investments, the Board shall permit investment of District funds, including bond proceeds and pledged revenue to the extent allowed by law, in only the following investment types, consistent with the strategies and maturities defined in this policy:

1. Obligations of, or guaranteed by, governmental entities as permitted by Government Code 2256.009.
2. Certificates of deposit and share certificates as permitted by Government Code 2256.010.
3. Fully collateralized repurchase agreements permitted by Government Code 2256.011.
4. A securities lending program as permitted by Government Code 2256.0115.
5. Banker's acceptances as permitted by Government Code 2256.012.
6. Commercial paper as permitted by Government Code 2256.013.
7. No-load mutual funds, except for bond proceeds, and no-load money market mutual funds, as permitted by Government Code 2256.014.
8. A guaranteed investment contract as an investment vehicle for bond proceeds, provided it meets the criteria and eligibility requirements established by Government Code 2256.015.
9. Public funds investment pools as permitted by Government Code 2256.016.

**Safety**

The primary goal of the investment program is to ensure safety of principal, to maintain liquidity, and to maximize financial returns within current market conditions in accordance with this policy. Investments shall be made in a manner that ensures the preservation of capital in the overall portfolio, and offsets during a 12-month period any market price losses resulting from interest-rate fluctua-

tions by income received from the balance of the portfolio. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

**Investment  
Management**

In accordance with Government Code 2256.005(b)(3), the quality and capability of investment management for District funds shall be in accordance with the standard of care, investment training, and other requirements set forth in Government Code Chapter 2256.

**Liquidity and  
Maturity**

Any internally created pool fund group of the District shall have a maximum dollar weighted maturity of 180 days. The maximum allowable stated maturity of any other individual investment owned by the District shall not exceed one year from the time of purchase. The Board may specifically authorize a longer maturity for a given investment, within legal limits.

The District's investment portfolio shall have sufficient liquidity to meet anticipated cash flow requirements.

**Diversity**

The investment portfolio shall be diversified in terms of investment instruments, maturity scheduling, and financial institutions to reduce risk of loss resulting from overconcentration of assets in a specific class of investments, specific maturity, or specific issuer.

**Monitoring Market  
Prices**

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

**Monitoring Rating  
Changes**

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

**Funds/Strategies**

Investments of the following fund categories shall be consistent with this policy and in accordance with the applicable strategy defined below. All strategies described below for the investment of a particular fund should be based on an understanding of the suitability of an investment to the financial requirements of the District and consider preservation and safety of principal, liquidity, marketability of an investment if the need arises to liquidate before maturity, diversification of the investment portfolio, and yield.

OTHER REVENUES  
INVESTMENTS

CDA  
(LOCAL)

Operating Funds	Investment strategies for operating funds (including any commingled pools containing operating funds) shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
Custodial Funds	Investment strategies for custodial funds shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
Debt Service Funds	Investment strategies for debt service funds shall have as their primary objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Maturities longer than one year are authorized provided legal limits are not exceeded.
Capital Project Funds	Investment strategies for capital project funds shall have as their primary objective sufficient investment liquidity to timely meet capital project obligations. Maturities longer than one year are authorized provided legal limits are not exceeded.
<b>Safekeeping and Custody</b>	The District shall retain clearly marked receipts providing proof of the District's ownership. The District may delegate, however, to an investment pool the authority to hold legal title as custodian of investments purchased with District funds by the investment pool.
<b>Sellers of Investments</b>	<p>Prior to handling investments on behalf of the District, a broker/dealer or a qualified representative of a business organization must submit required written documents in accordance with law. [See Sellers of Investments, CDA(LEGAL)]</p> <p>Representatives of brokers/dealers shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC) and be in good standing with the Financial Industry Regulatory Authority (FINRA).</p>
<b>Soliciting Bids for CDs</b>	In order to get the best return on its investments, the District may solicit bids for certificates of deposit in writing, by telephone, or electronically, or by a combination of these methods.
<b>Interest Rate Risk</b>	<p>To reduce exposure to changes in interest rates that could adversely affect the value of investments, the District shall use final and weighted-average-maturity limits and diversification.</p> <p>The District shall monitor interest rate risk using weighted average maturity and specific identification.</p>
<b>Internal Controls</b>	A system of internal controls shall be established and documented in writing and must include specific procedures designating who has authority to withdraw funds. Also, they shall be designed to

protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important shall include:

1. Separation of transaction authority from accounting and recordkeeping and electronic transfer of funds.
2. Avoidance of collusion.
3. Custodial safekeeping.
4. Clear delegation of authority.
5. Written confirmation of telephone transactions.
6. Documentation of dealer questionnaires, quotations and bids, evaluations, transactions, and rationale.
7. Avoidance of bearer-form securities.

These controls shall be reviewed by the District's independent auditing firm.

**Annual Review**

The Board shall review this investment policy and investment strategies not less than annually and shall document its review in writing, which shall include whether any changes were made to either the investment policy or investment strategies.

**Annual Audit**

In conjunction with the annual financial audit, the District shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies.

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All investments made by a district shall comply with the Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A) and all federal, state, and local statutes, rules, or regulations. *Gov't Code 2256.026*

**Definitions**

Bond Proceeds	"Bond proceeds" means the proceeds from the sale of bonds, notes, and other obligations issued by a district, and reserves and funds maintained by a district for debt service purposes.
Investment Pool	"Investment pool" means an entity created under the Texas Government Code to invest public funds jointly on behalf of the entities that participate in the pool and whose investment objectives in order of priority are preservation and safety of principal, liquidity, and yield.
Pooled Fund Group	"Pooled fund group" means an internally created fund of a district in which one or more institutional accounts of a district are invested.
Separately Invested Asset	"Separately invested asset" means an account or fund of a district that is not invested in a pooled fund group.  <i>Gov't Code 2256.002(1), (6), (9), (12)</i>
Pledged Revenue	"Pledged revenue" means money pledged to the payment of or as security for:  <ol style="list-style-type: none"><li>1. Bonds or other indebtedness issued by a district;</li><li>2. Obligations under a lease, installment sale, or other agreement of a district; or</li><li>3. Certificates of participation in a debt or obligation described by item 1 or 2.</li></ol> <i>Gov't Code 2256.0208(a)</i>
Repurchase Agreement	"Repurchase agreement" means a simultaneous agreement to buy, hold for a specified time, and sell back at a future date obligations, described by Government Code 2256.009(a)(1) (obligations of governmental entities) or 2256.013 (commercial paper) or if applicable, 2256.0204 (corporate bonds), at a market value at the time the funds are disbursed of not less than the principal amount of the funds disbursed. The term includes a direct security repurchase agreement and a reverse security repurchase agreement. <i>Gov't Code 2256.011(b)</i>
Hedging	"Hedging" means acting to protect against economic loss due to price fluctuation of a commodity or related investment by entering

into an offsetting position or using a financial agreement or producer price agreement in a correlated security, index, or other commodity.

*Eligible Entity*

“Eligible entity” means a political subdivision that has:

1. A principal amount of at least \$250 million in outstanding long-term indebtedness, long-term indebtedness proposed to be issued, or a combination of outstanding long-term indebtedness and long-term indebtedness proposed to be issued; and
2. Outstanding long-term indebtedness that is rated in one of the four highest rating categories for long-term debt instruments by a nationally recognized rating agency for municipal securities, without regard to the effect of any credit agreement or other form of credit enhancement entered into in connection with the obligation.

*Eligible Project*

“Eligible project” has the meaning assigned by Government Code 1371.001 (issuance of obligations for certain public improvements).

*Gov’t Code 2256.0207(a)*

Corporate Bond

“Corporate bond” means a senior secured debt obligation issued by a domestic business entity and rated not lower than “AA-” or the equivalent by a nationally recognized investment rating firm. The term does not include a debt obligation that, on conversion, would result in the holder becoming a stockholder or shareholder in the entity, or any affiliate or subsidiary of the entity, that issued the debt obligation, or is an unsecured debt obligation. *Gov’t Code 2256.0204(a)*

**Written Policies**

The board shall adopt by rule, order, ordinance, or resolution, as appropriate, a written investment policy regarding the investment of its funds and funds under its control. The investment policies must primarily emphasize safety of principal and liquidity and must address investment diversification, yield, and maturity and the quality and capability of investment management. The policies must include:

1. A list of the types of authorized investments in which the district’s funds may be invested;
2. The maximum allowable stated maturity of any individual investment owned by the district;
3. For pooled fund groups, the maximum dollar-weighted average maturity allowed based on the stated maturity date of the portfolio;

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

4. Methods to monitor the market price of investments acquired with public funds;
5. A requirement for settlement of all transactions, except investment pool funds and mutual funds, on a delivery versus payment basis; and
6. Procedures to monitor rating changes in investments acquired with public funds and the liquidation of such investments consistent with the provisions of Government Code 2256.021 [see Loss of Required Rating, below].

*Gov't Code 2256.005(a), (b)*

Annual Review

The board shall review its investment policy and investment strategies not less than annually. The board shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies. *Gov't Code 2256.005(e)*

Annual Audit

A district shall perform a compliance audit of management controls on investments and adherence to the district's established investment policies. The compliance audit shall be performed in conjunction with the annual financial audit. *Gov't Code 2256.005(m)*

Investment  
Strategies

As an integral part of the investment policy, the board shall adopt a separate written investment strategy for each of the funds or group of funds under the board's control. Each investment strategy must describe the investment objectives for the particular fund using the following priorities in order of importance:

1. Understanding of the suitability of the investment to the financial requirements of the district;
2. Preservation and safety of principal;
3. Liquidity;
4. Marketability of the investment if the need arises to liquidate the investment before maturity;
5. Diversification of the investment portfolio; and
6. Yield.

*Gov't Code 2256.005(d)*

Investment Officer

A district shall designate by rule, order, ordinance, or resolution, as appropriate, one or more officers or employees as investment officer(s) to be responsible for the investment of its funds consistent

with the investment policy adopted by the board. If the board has contracted with another investing entity to invest its funds, the investment officer of the other investing entity is considered to be the investment officer of the contracting board's district. In the administration of the duties of an investment officer, the person designated as investment officer shall exercise the judgment and care, under prevailing circumstances, that a prudent person would exercise in the management of the person's own affairs, but the board retains the ultimate responsibility as fiduciaries of the assets of the district. Unless authorized by law, a person may not deposit, withdraw, transfer, or manage in any other manner the funds of the district. Authority granted to a person to invest the district's funds is effective until rescinded by the district or until termination of the person's employment by a district, or for an investment management firm, until the expiration of the contract with the district. *Gov't Code 2256.005(f)*

A district or investment officer may use the district's employees or the services of a contractor of the district to aid the investment officer in the execution of the officer's duties under Government Code, Chapter 2256. *Gov't Code 2256.003(c)*

Investment Training Investment training must include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the Public Funds Investment Act. *Gov't Code 2256.008(c)*

*Initial* Within 12 months after taking office or assuming duties, the treasurer, the chief financial officer if the treasurer is not the chief financial officer, and the investment officer of a district shall attend at least one training session from an independent source approved by the board or a designated investment committee advising the investment officer. This initial training must contain at least ten hours of instruction relating to their respective responsibilities under the Public Funds Investment Act. *Gov't Code 2256.008(a)*

*Ongoing* The treasurer, or the chief financial officer if the treasurer is not the chief financial officer, and the investment officer of a district shall attend an investment training session not less than once in a two-year period that begins on the first day of the district's fiscal year and consists of the two consecutive fiscal years after that date, and receive not less than eight hours of instruction relating to investment responsibilities under the Public Funds Investment Act from an independent source approved by the board or by a designated investment committee advising the investment officer. *Gov't Code 2256.008(a-1)*

Exception The ongoing training requirement does not apply to the treasurer, chief financial officer, or investment officer of a district if:

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1. The district does not invest district funds or only deposits those funds in interest-bearing deposit accounts or certificates of deposit as authorized by Government Code 2256.010; and
2. The treasurer, chief financial officer, or investment officer annually submits to the agency a sworn affidavit identifying the applicable criteria under item 1 that apply to the district.

*Gov't Code 2256.008(g)*

Standard of Care

Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investment of funds shall be governed by the following objectives, in order of priority:

1. Preservation and safety of principal;
2. Liquidity; and
3. Yield.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the following shall be taken into consideration:

1. The investment of all funds, or funds under the district's control, over which the officer had responsibility rather than the prudence of a single investment; and
2. Whether the investment decision was consistent with the district's written investment policy.

*Gov't Code 2256.006*

*Personal Interest*

A district investment officer who has a personal business relationship with a business organization offering to engage in an investment transaction with the district shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity, as determined by Government Code Chapter 573 (nepotism prohibition), to an individual seeking to sell an investment to the investment officer's district shall file a statement disclosing that relationship. A required statement must be filed with the board and with the Texas Ethics Commission. For purposes of this policy, an investment officer has a personal business relationship with a business organization if:

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1. The investment officer owns ten percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
2. Funds received by the investment officer from the business organization exceed ten percent of the investment officer's gross income for the previous year; or
3. The investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

*Gov't Code 2256.005(i)*

*Quarterly Reports*

Not less than quarterly, the investment officer shall prepare and submit to the board a written report of investment transactions for all funds covered by the Public Funds Investment Act for the preceding reporting period. This report shall be presented not less than quarterly to the board and the superintendent within a reasonable time after the end of the period. The report must:

1. Describe in detail the investment position of the district on the date of the report;
2. Be prepared jointly and signed by all district investment officers;
3. Contain a summary statement of each pooled fund group that states the:
  - a. Beginning market value for the reporting period;
  - b. Ending market value for the period; and
  - c. Fully accrued interest for the reporting period;
4. State the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;
5. State the maturity date of each separately invested asset that has a maturity date;
6. State the account or fund or pooled group fund in the district for which each individual investment was acquired; and
7. State the compliance of the investment portfolio of the district as it relates to the investment strategy expressed in the district's investment policy and relevant provisions of the Public Funds Investment Act.

If a district invests in other than money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit, or money market accounts or similar accounts, the reports prepared by the investment officers shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the board by that auditor.

*Gov't Code 2256.023*

**Selection of Broker**

The board or the designated investment committee shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with a district.

*Gov't Code 2256.025*

**Bond Proceeds**

The investment officer of a district may invest bond proceeds or pledged revenue only to the extent permitted by the Public Funds Investment Act, in accordance with:

1. Statutory provisions governing the debt issuance or the agreement, as applicable; and
2. The district's investment policy regarding the debt issuance or the agreement, as applicable.

*Gov't Code 2256.0208(b)*

**Authorized Investments**

A board may purchase, sell, and invest its funds and funds under its control in investments described below, in compliance with its adopted investment policies and according to the standard of care set out in this policy. *Gov't Code 2256.003(a)*

In the exercise of these powers, the board may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of its public funds or other funds under its control. A contract made under this authority may not be for a term longer than two years. A renewal or extension of the contract must be made by the board by order, ordinance, or resolution. *Gov't Code 2256.003(b)*

The board may specify in its investment policy that any authorized investment is not suitable. *Gov't Code 2256.005(j)*

Obligations of  
Governmental  
Entities

The following are authorized investments:

1. Obligations, including letters of credit, of the United States or its agencies and instrumentalities, including the Federal Home Loan Banks;

2. Direct obligations of this state or its agencies and instrumentalities;
3. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state, the United States, or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or by the explicit full faith and credit of the United States;
5. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent;
6. Bonds issued, assumed, or guaranteed by the state of Israel;
7. Interest-bearing banking deposits that are guaranteed or insured by the FDIC or its successor, or the National Credit Union Share Insurance Fund or its successor; and
8. Interest-bearing banking deposits other than those described at item 7 above if:
  - a. The funds are invested through a broker with a main office or a branch office in this state that the district selects from a list the board or designated investment committee of the district adopts as required at Selection of Broker above or a depository institution with a main office or a branch office in this state and that the district selects;
  - b. The broker or depository institution selected as described above arranges for the deposit of the funds in the banking deposits in one or more federally insured depository institutions, regardless of where located, for the district's account;
  - c. The full amount of the principal and accrued interest of the banking deposits is insured by the United States or an instrumentality of the United States; and
  - d. The district appoints as the district's custodian of the banking deposits issued for the district's account the de-

pository institution selected as described above, an entity described by Government Code 2257.041(d) (custodian with which to deposit securities), or a clearing broker-dealer registered with the Securities and Exchange Commission and operating under Rule 15c3-3 (17 C.F.R. Section 240.15c3-3).

*Gov't Code 2256.009(a)*

*Unauthorized  
Obligations*

The following investments are not authorized:

1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
2. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
3. Collateralized mortgage obligations that have a stated final maturity date of greater than ten years; and
4. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

*Gov't Code 2256.009(b)*

*Certificates of  
Deposit and Share  
Certificates*

A certificate of deposit or share certificate is an authorized investment if the certificate is issued by a depository institution that has its main office or a branch office in Texas and is:

1. Guaranteed or insured by the FDIC or its successor or the National Credit Union Share Insurance Fund or its successor;
2. Secured by obligations described at Obligations of Governmental Entities, above, including mortgage backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates, but excluding those mortgage backed securities described at Unauthorized Obligations, above; or
3. Secured in accordance with Government Code Chapter 2257 (Public Funds Collateral Act) or in any other manner and amount provided by law for the deposits of the district.

*Gov't Code 2256.010(a)*

In addition to the authority to invest funds in certificates of deposit under the previous section, an investment in certificates of deposit made in accordance with the following conditions is an authorized investment:

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1. The funds are invested by the district through a broker that has its main office or a branch office in this state and is selected from a list adopted by the district as required at Selection of Broker, above or a depository institution that has its main office or a branch office in this state and that is selected by the district;
2. The broker or depository institution selected by the district arranges for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the district;
3. The full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; and
4. The district appoints the depository institution selected by the district, an entity described by Government Code 2257.041(d) (custodian with which to deposit securities), or a clearing broker-dealer registered with the Securities and Exchange Commission and operating pursuant to Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. Section 240.15c3-3) as custodian for the district with respect to the certificates of deposit issued for the account of the district.

*Gov't Code 2256.010(b)*

The district's investment policies may provide that bids for certificates of deposit be solicited orally, in writing, electronically, or in any combination of those methods. *Gov't Code 2256.005(c)*

Repurchase  
Agreements

A fully collateralized repurchase agreement is an authorized investment if it:

1. Has a defined termination date;
2. Is secured by a combination of cash and obligations described by Government Code 2256.009(a)(1) (obligations of governmental entities) or 2256.013 (commercial paper) or if applicable, 2256.0204 (corporate bonds);
3. Requires the securities being purchased by the district or cash held by the district to be pledged to the district, held in the district's name, and deposited at the time the investment is made with the district or a third party selected and approved by the district; and
4. Is placed through a primary government securities dealer, as defined by the Federal Reserve or a financial institution doing business in Texas.

The term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received by a district under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution of a repurchase agreement by a district.

*Gov't Code 2256.011*

Securities Lending  
Program

A securities lending program is an authorized investment if:

1. The value of securities loaned is not less than 100 percent collateralized, including accrued income;
2. A loan allows for termination at any time;
3. A loan is secured by:
  - a. Pledged securities described at Obligations of Governmental Entities, above;
  - b. Pledged irrevocable letters of credit issued by a bank that is organized and existing under the laws of the United States or any other state, and continuously rated by at least one nationally recognized investment rating firm at not less than A or its equivalent; or
  - c. Cash invested in accordance with Government Code 2256.009 (obligations of governmental entities), 2256.013 (commercial paper), 2256.014 (mutual funds), or 2256.016 (investment pools);
4. The terms of a loan require that the securities being held as collateral be pledged to the district, held in the district's name, and deposited at the time the investment is made with the district or with a third party selected by or approved by the district; and
5. A loan is placed through a primary government securities dealer, as defined by 5 C.F.R. Section 6801.102(f), as that regulation existed on September 1, 2003, or a financial institution doing business in this state.

An agreement to lend securities under a securities lending program must have a term of one year or less.

*Gov't Code 2256.0115*

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Banker's  
Acceptances

A banker's acceptance is an authorized investment if it:

1. Has a stated maturity of 270 days or fewer from the date of issuance;
2. Will be, in accordance with its terms, liquidated in full at maturity;
3. Is eligible for collateral for borrowing from a Federal Reserve Bank; and
4. Is accepted by a bank organized and existing under the laws of the United States or any state, if the short-term obligations of the bank, or of a bank holding company of which the bank is the largest subsidiary, are rated not less than A-1 or P-1 or an equivalent rating by at least on nationally recognized credit rating agency.

*Gov't Code 2256.012*

Commercial Paper

Commercial paper is an authorized investment if it has a stated maturity of 365 days or fewer from the date of issuance; and is rated not less than A-1 or P-1 or an equivalent rating by at least:

1. Two nationally recognized credit rating agencies; or
2. One nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States law or any state.

*Gov't Code 2256.013*

Mutual Funds

A no-load money market mutual fund is an authorized investment if the mutual fund:

1. Is registered with and regulated by the Securities and Exchange Commission;
2. Provides the district with a prospectus and other information required by the Securities and Exchange Act of 1934 (15 U.S.C. 78a et seq.) or the Investment Company Act of 1940 (15 U.S.C. 80a-1 et seq.); and
3. Complies with federal Securities and Exchange Commission Rule 2a-7 (17 C.F.R. Section 270.2a-7), promulgated under the Investment Company Act of 1940 (15 U.S.C. Section 80a-1 et seq.).

*Gov't Code 2256.014(a)*

In addition to the no-load money market mutual fund authorized above, a no-load mutual fund is an authorized investment if it:

1. Is registered with the Securities and Exchange Commission;
2. Has an average weighted maturity of less than two years; and
3. Either has a duration of:
  - a. One year or more and is invested exclusively in obligations approved by the Public Funds Investment Act, or
  - b. Less than one year and the investment portfolio is limited to investment grade securities, excluding asset-backed securities.

*Gov't Code 2256.014(b)*

*Limitations*

A district is not authorized to:

1. Invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, in mutual funds described in Government Code 2256.014(b);
2. Invest any portion of bond proceeds, reserves and funds held for debt service, in mutual funds described in Government Code 2256.014(b); or
3. Invest its funds or funds under its control, including bond proceeds and reserves and other funds held for debt service, in any one mutual fund described in Government Code 2256.014(a) or (b) in an amount that exceeds ten percent of the total assets of the mutual fund.

*Gov't Code 2256.014(c)*

Guaranteed  
Investment  
Contracts

A guaranteed investment contract is an authorized investment for bond proceeds if the guaranteed investment contract:

1. Has a defined termination date;
2. Is secured by obligations described at Obligations of Governmental Entities, above, excluding those obligations described at Unauthorized Obligations, in an amount at least equal to the amount of bond proceeds invested under the contract; and
3. Is pledged to the district and deposited with the district or with a third party selected and approved by the district.

Bond proceeds, other than bond proceeds representing reserves and funds maintained for debt service purposes, may not be invested in a guaranteed investment contract with a term longer than five years from the date of issuance of the bonds.

To be eligible as an authorized investment:

1. The board must specifically authorize guaranteed investment contracts as eligible investments in the order, ordinance, or resolution authorizing the issuance of bonds;
2. The district must receive bids from at least three separate providers with no material financial interest in the bonds from which proceeds were received;
3. The district must purchase the highest yielding guaranteed investment contract for which a qualifying bid is received;
4. The price of the guaranteed investment contract must take into account the reasonably expected drawdown schedule for the bond proceeds to be invested; and
5. The provider must certify the administrative costs reasonably expected to be paid to third parties in connection with the guaranteed investment contract.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution of a guaranteed investment contract by a district.

*Gov't Code 2256.015*

Investment Pools

A district may invest its funds or funds under its control through an eligible investment pool if the board by rule, order, ordinance, or resolution, as appropriate, authorizes the investment in the particular pool. *Gov't Code 2256.016, .019*

To be eligible to receive funds from and invest funds on behalf of a district, an investment pool must furnish to the investment officer or other authorized representative of the district an offering circular or other similar disclosure instrument that contains the information specified in Government Code 2256.016(b). To maintain eligibility, an investment pool must furnish to the investment officer or other authorized representative investment transaction confirmations and a monthly report that contains the information specified in Government Code 2256.016(c). A district by contract may delegate to an investment pool the authority to hold legal title as custodian of investments purchased with its local funds. *Gov't Code 2256.016(b)-(d)*

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Corporate Bonds

A district that qualifies as an issuer as defined by Government Code 1371.001 [see CCF], may purchase, sell, and invest its funds and funds under its control in corporate bonds (as defined above) that, at the time of purchase, are rated by a nationally recognized investment rating firm "AA-" or the equivalent and have a stated final maturity that is not later than the third anniversary of the date the corporate bonds were purchased.

A district is not authorized to:

1. Invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds, reserves, and other funds held for the payment of debt service, in corporate bonds; or
2. Invest more than 25 percent of the funds invested in corporate bonds in any one domestic business entity, including subsidiaries and affiliates of the entity.

A district subject to these provisions may purchase, sell, and invest its funds and funds under its control in corporate bonds if the board:

1. Amends its investment policy to authorize corporate bonds as an eligible investment;
2. Adopts procedures to provide for monitoring rating changes in corporate bonds acquired with public funds and liquidating the investment in corporate bonds; and
3. Identifies the funds eligible to be invested in corporate bonds.

The district investment officer, acting on behalf of the district, shall sell corporate bonds in which the district has invested its funds not later than the seventh day after the date a nationally recognized investment rating firm:

1. Issues a release that places the corporate bonds or the domestic business entity that issued the corporate bonds on negative credit watch or the equivalent, if the corporate bonds are rated "AA-" or the equivalent at the time the release is issued; or
2. Changes the rating on the corporate bonds to a rating lower than "AA-" or the equivalent.

*Gov't Code 2256.0204*

Hedging  
Transactions

The board of an eligible entity (as defined above) shall establish the entity's policy regarding hedging transactions. An eligible entity may enter into hedging transactions, including hedging contracts,

and related security, credit, and insurance agreements in connection with commodities used by an eligible entity in the entity's general operations, with the acquisition or construction of a capital project, or with an eligible project. A hedging transaction must comply with the regulations of the federal Commodity Futures Trading Commission and the federal Securities and Exchange Commission.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution by an eligible entity of a hedging contract and any related security, credit, or insurance agreement.

An eligible entity may:

1. Pledge as security for and to the payment of a hedging contract or a security, credit, or insurance agreement any general or special revenues or funds the entity is authorized by law to pledge to the payment of any other obligation.
2. Credit any amount the entity receives under a hedging contract against expenses associated with a commodity purchase.

An eligible entity's cost of or payment under a hedging contract or agreement may be considered an operation and maintenance expense, an acquisition expense, or construction expense of the eligible entity; or a project cost of an eligible project.

*Gov't Code 2256.0206*

Prohibited  
Investments

Except as provided by Government Code 2270 (prohibited investments), a district is not required to liquidate investments that were authorized investments at the time of purchase. *Gov't Code 2256.017*

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**Note:** As an "investing entity" under Government Code 2270.0001(7)(A), a district must comply with Chapter 2270, including reporting requirements, regarding prohibited investments in scrutinized companies listed by the comptroller in accordance with Government Code 2270.0201.

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Loss of Required  
Rating

An investment that requires a minimum rating does not qualify as an authorized investment during the period the investment does not have the minimum rating. A district shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating. *Gov't Code 2256.021*

**Sellers of  
Investments**

A written copy of the investment policy shall be presented to any business organization (as defined below) offering to engage in an investment transaction with a district. The qualified representative of the business organization offering to engage in an investment transaction with a district shall execute a written instrument in a form acceptable to the district and the business organization substantially to the effect that the business organization has:

1. Received and reviewed the district investment policy; and
2. Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the district and the organization that are not authorized by the district's investment policy, except to the extent that this authorization:
  - a. Is dependent on an analysis of the makeup of the district's entire portfolio;
  - b. Requires an interpretation of subjective investment standards; or
  - c. Relates to investment transactions of the entity that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority.

The investment officer of a district may not acquire or otherwise obtain any authorized investment described in the district's investment policy from a business organization that has not delivered to the district the instrument required above.

*Gov't Code 2256.005(k)-(l)*

Nothing in this section relieves the district of the responsibility for monitoring investments made by the district to determine that they are in compliance with the investment policy.

Business  
Organization

For purposes of the provisions at Sellers of Investments above, "business organization" means an investment pool or investment management firm under contract with a district to invest or manage the district's investment portfolio that has accepted authority granted by the district under the contract to exercise investment discretion in regard to the district's funds.

*Gov't Code 2256.005(k)*

**Donations**

A gift, devise, or bequest made to a district to provide college scholarships for district graduates may be invested by the board as provided in Property Code 117.004 (Uniform Prudent Investor Act),

unless otherwise specifically provided by the terms of the gift, devise, or bequest. *Education Code 45.107*

Investments donated to a district for a particular purpose or under terms of use specified by the donor are not subject to the requirements of the Public Funds Investment Act. *Gov't Code 2256.004(b)*

**Electronic Funds  
Transfer**

A district may use electronic means to transfer or invest all funds collected or controlled by the district. *Gov't Code 2256.051*

 **Taxes**

Property Tax Assistance

# 2022 ISD Summary Worksheet

## 022-Brewster /Brewster County

### 022-902/Marathon ISD

Category	Local Tax Roll Value	2022 WTD Mean Ratio	2022 PTAD Value Estimate	2022 Value Assigned
A - SINGLE-FAMILY	37,550,394	N/A	37,550,394	37,550,394
B - MULTIFAMILY	30,936	N/A	30,936	30,936
C1 - VACANT LOTS	3,119,876	N/A	3,119,876	3,119,876
C2 - COLONIA LOTS	0	N/A	0	0
D1 ACRES - QUALIFIED OP EN-SPACE LAND	16,642,458	N/A	16,642,458	16,642,458
D2 - FARM & RANCH IMP	473,669	N/A	473,669	473,669 <sup>97</sup>
E - NON-AG LAND AND IMP ROVEMENTS	18,668,608	N/A	18,668,608	18,668,608
F1 - COMMERCIAL REAL	8,309,837	N/A	8,309,837	8,309,837
F2 - INDUSTRIAL REAL	0	N/A	0	0
G - ALL MINERALS	9,900	N/A	9,900	9,900
J - ALL UTILITIES	47,414,776	N/A	47,414,776	47,414,776
L1 - COMMERCIAL PERSONAL	2,021,984	N/A	2,021,984	2,021,984
L2 - INDUSTRIAL PERSONAL	313,300	N/A	313,300	313,300
M1 - MOBILE HOMES	372,269	N/A	372,269	372,269
N - INTANGIBLE PERSONAL PROPERTY	0	N/A	0	0

<b>O - RESIDENTIAL INVENTORY</b>	0	N/A	0	0
<b>S - SPECIAL INVENTORY</b>	0	N/A	0	0
<b>Subtotal</b>	134,928,007	0	134,928,007	134,928,007
<b>Less Total Deductions</b>	12,556,476	0	12,556,476	12,556,476
<b>Total Taxable Value</b>	122,371,531	0	122,371,531	122,371,531

The taxable values shown here will not match the values reported by your appraisal district

See the ISD DEDUCTION Report for a breakdown of deduction values

Government code subsections 403.302(J) AND(K) require the Comptroller to certify alternative measures of school district wealth. These measures are reported for taxable values for maintenance and operation(M & O) tax purposes and for interest and sinking fund(I & S) tax purposes. For districts that have not entered into value limitation agreements, T1 through T4 will be the same as T7 through T10.

**Value Taxable For M & O Purposes**

T1	T2	T3	T4	T13
124,237,986	122,371,531	124,237,986	122,371,531	125,807,986

Loss to the Increase in the State-Mandated Homestead Exemption	50% of the loss to the Local Optional Percentage Homestead Exemption	Loss to the Previous Increase in the State-Mandated Homestead Exemption
1,866,455	0	1,570,000

T1 = School district taxable value for M & O purposes before the loss to the increase in the state-mandated homestead exemption

T2 = School district taxable value for M & O purposes after the loss to the increase in the state-mandated homestead exemption and the tax ceiling reduction

T3 = T1 minus 50% of the loss to the local optional percentage homestead exemption

T4 = T2 minus 50% of the loss to the local optional percentage homestead exemption

T13 = T1 plus the cost of the second most recent increase for that PVS Year in the mandatory homestead exemptions

### Value Taxable For I & S Purposes

T7	T8	T9	T10	T14
124,237,986	122,371,531	124,237,986	122,371,531	125,807,986

T7 = School district taxable value for I & S purposes before the loss to the increase in the state-mandated homestead exemption 99

T8 = School district taxable value for I & S purposes after the loss to the increase in the state-mandated homestead exemption and the tax ceiling reduction

T9 = T7 minus 50 % of the loss to the local optional percentage homestead exemption

T10 = T8 minus 50 % of the loss to the local optional percentage homestead exemption

T14 = T13 plus the loss to the chapter 313 agreement

**THE PVS FOUND YOUR LOCAL VALUE TO BE VALID, AND LOCAL VALUE WAS CERTIFIED**



Category	Local Tax Roll Value	2022 WTD Mean Ratio	2022 PTAD Value Estimate	2022 Value Assigned
<b>A - SINGLE-FAMILY</b>	37,550,394	N/A	37,550,394	37,550,394
<b>B - MULTIFAMILY</b>	30,936	N/A	30,936	30,936
<b>C1 - VACANT LOTS</b>	3,119,876	N/A	3,119,876	3,119,876
<b>C2 - COLONIA LOTS</b>	0	N/A	0	0
<b>D1 ACRES - QUALIFIED OP EN-SPACE LAND</b>	16,642,458	N/A	16,642,458	16,642,458
<b>D2 - FARM &amp; RANCH IMP</b>	473,669	N/A	473,669	473,669
<b>E - NON-AG LAND AND IMP ROVEMENTS</b>	18,668,608	N/A	18,668,608	18,668,608
<b>F1 - COMMERCIAL REAL</b>	8,309,837	N/A	8,309,837	8,309,837
<b>F2 - INDUSTRIAL REAL</b>	0	N/A	0	0 101
<b>G - ALL MINERALS</b>	9,900	N/A	9,900	9,900
<b>J - ALL UTILITIES</b>	47,414,776	N/A	47,414,776	47,414,776
<b>L1 - COMMERCIAL PERSONAL</b>	2,021,984	N/A	2,021,984	2,021,984
<b>L2 - INDUSTRIAL PERSONAL</b>	313,300	N/A	313,300	313,300
<b>M1 - MOBILE HOMES</b>	372,269	N/A	372,269	372,269
<b>N - INTANGIBLE PERSONAL PROPERTY</b>	0	N/A	0	0
<b>O - RESIDENTIAL INVENTORY</b>	0	N/A	0	0
<b>S - SPECIAL INVENTORY</b>	0	N/A	0	0
<b>Subtotal</b>	134,928,007		134,928,007	134,928,007

<b>Less Total Deductions</b>	12,556,476		12,556,476	12,556,476
<b>Total Taxable Value</b>	122,371,531		122,371,531	122,371,531

The taxable values shown here will not match the values reported by your appraisal district

See the ISD DEDUCTION Report for a breakdown of deduction values

Government code subsections 403.302(J) AND(K) require the Comptroller to certify alternative measures of school district wealth. These measures are reported for taxable values for maintenance and operation(M & O) tax purposes and for interest and sinking fund(I & S) tax purposes. For districts that have not entered into value limitation agreements, T1 through T4 will be the same as T7 through T10.

**Value Taxable For M & O Purposes**

<b>T1</b>	<b>T2</b>	<b>T3</b>	<b>T4</b>	<b>T13</b>
124,237,986	122,371,531	124,237,986	122,371,531	125,807,986

<b>Loss to the Increase in the State-Mandated Homestead Exemption</b>	<b>50 % of the loss to the Local Optional Percentage Homestead Exemption</b>	<b>Loss to the Previous Increase in the State-Mandated Homestead Exemption</b>
1,866,455	0	1,570,000

T1 = School district taxable value for M & O purposes before the loss to the increase in the state-mandated homestead exemption

T2 = School district taxable value for M & O purposes after the loss to the increase in the state-mandated homestead exemption and the tax ceiling reduction

T3 = T1 minus 50 % of the loss to the local optional percentage homestead exemption

T4 = T2 minus 50 % of the loss to the local optional percentage homestead exemption

T13 = T1 plus the cost of the second most recent increase for that PVS Year in the mandatory homestead exemptions

### Value Taxable For I & S Purposes

T7	T8	T9	T10	T14
124,237,986	122,371,531	124,237,986	122,371,531	125,807,986

T7 = School district taxable value for I & S purposes before the loss to the increase in the state-mandated homestead exemption

T8 = School district taxable value for I & S purposes after the loss to the increase in the state-mandated homestead exemption and the tax ceiling reduction

T9 = T7 minus 50 % of the loss to the local optional percentage homestead exemption

T10 = T8 minus 50 % of the loss to the local optional percentage homestead exemption

T14 = T13 plus the loss to the chapter 313 agreement

**PRELIMINARY**  
 IDEA-B LEA MOE Compliance Review  
 School Year (SY) 2021-2022  
 (Fiscal Year 2022)

LEA Name: **MARATHON ISD**

CDN: **022902**

Region: **18**

Status: **Noncompliant**

	Item Description	Test Methods				Special Ed Student Population	Refund Due*
		Test 1 Local Only	Test 2 State and Local	Test 3 Per-Capita Local Only	Test 4 Per-Capita S&L		
(a)	Last compliant SY for test method	2019-2020	2020-2021	2020-2021	2020-2021		
(b)	Last compliant SY total expenditure and per-capita expenditure amounts	\$92,386.80	\$106,367.00	\$30,102.38	\$35,455.67		
(c)	Last compliant SY special education student count			3	3		
<b>(d)</b>	<b>2021-2022 SY total expenditure and per-capita expenditure amounts</b>	<b>\$18,960.04</b>	<b>\$29,319.00</b>	<b>\$9,480.02</b>	<b>\$14,659.50</b>	<b>2</b>	
(e)	Variance (negative only)	(\$73,426.76)	(\$77,048.00)	(\$41,244.71)	(\$41,592.33)		
(f)	Intervening Years-total exceptions and/or adjustments to fiscal effort validated by TEA	\$0.00	\$0.00	\$0.00	\$0.00		
(g)	Preliminary deficiency amounts (only for failing results)	(\$73,426.76)	(\$77,048.00)	(\$41,244.71)	(\$41,592.33)		
(h)	Preliminary compliance result (Pass/Fail)	Fail	Fail	Fail	Fail		
(i)	Current Year-total exceptions and/or adjustments to fiscal effort validated by TEA						
(j)	Final deficiency amounts (only for failing results)						
<b>(k)</b>	<b>Final compliance result (Pass/Fail)</b>						<b>\$15,310.00</b>

NOTE:

- (1) Differences in totals are due to rounding.
- (2) In accordance with 300.203(d), TEA is liable in a recovery action for the amount that is proportionate to the extent of the harm the violation caused to the indefinable federal interest; that is the amount by which the LEA failed to maintain its level of expenditures for the education of children with disabilities, or the amount of the LEA's IDEA-B award, whichever is lower.

LEGEND:

- (a) The last school year (SY) that the LEA met MOE compliance for that test method (i.e., 'Last compliant SY').
- (b) Total expenditure (Tests 1 and 2) and per-capita expenditure (Tests 3 and 4) amounts for the last compliant SY that the LEA met MOE for that test method.
- (c) The special education student count for the last SY that the LEA was compliant for each test method.
- (d) Compliance review SY total expenditure (Tests 1 and 2) and per-capita expenditure (Tests 3 and 4) amounts for each test method.
- (e) Variance amount for:
  - (1) Tests 1 and 2 is the difference in total expenditures (lines d and b).
  - (2) The per-capita deficiency amount for Tests 3 and 4 is the difference in the per-capita expenditure amounts (lines d and b) multiplied by the special education student population.
- (f) Cumulative amount of exceptions and/or adjustments validated and approved by TEA for intervening years.
  - (1) Tests 1 and 2 are the exception amounts. Tests 3 and 4 are the exception amounts divided by the special education student population from the last compliant SY, multiplied by the special education student population for the current school year.
- (g) Preliminary deficiency is the sum of lines e and f.
- (h) Preliminary Pass or Fail test result for each test method.
- (i) Amount of total exceptions and/or adjustment to fiscal effort submitted by the LEA for validation by TEA for the current year. Approved amounts will be reflected on the Final IDEA-B LEA MOE Compliance Review report.
  - (1) Tests 1 and 2 are the exception amounts. Tests 3 and 4 are the exception amounts divided by the special education student population from the last compliant SY, multiplied by the special education student population for the current school year.
- (j) Final deficiency amount for each test method failed is the difference between the preliminary deficiency amount (line g) and the total exceptions and/or adjustment to fiscal effort validated by TEA for the current year (line i).
- (k) Final Pass or Fail test result for each test method will only be shown on Final IDEA-B LEA MOE Compliance Review report. Approved exceptions and/or adjustments to fiscal effort (line i) offsetting preliminary deficiency amounts will result in Pass for those test methods.

Refund due\* - The smallest deficiency amount of the four failed tests. DO NOT SUBMIT REFUND until LEA receives an enforcement notice.

**Marathon Independent School District  
Local Government Records Control Schedule**

**Record Title**

**Record Description**

**Retention Period**

**Remarks**

**RETENTION SCHEDULED FOR LOCAL GOVERNMENT RECORDS**

This schedule establishes mandatory minimum retention periods for records that are usually found in all local governments, Public School Districts, Appraisal Districts, Tax Units, and records pertaining to Elections and Political Candidacy. No local government office may dispose of a record listed in this schedule prior to the expiration of its retention period. A records control schedule of a local government may not set a retention period that is less than that established for the record in this schedule. Original paper records may be disposed of prior to the expiration of their minimum retention periods if they have been microfilmed or electronically stored pursuant to the provisions of the Local Government Code, Chapter 204 or Chapter 205, as applicable, and rules of the Texas State Library and Archives Commission adopted under those chapters. Actual disposal of such records by a local government is subject to the policies and procedures of its records management program.

Destruction of local government records contrary to the provisions of the Local Government Records Act of 1989 and administrative rules adopted under it, including this schedule, is a Class A misdemeanor and, under certain circumstances, a third degree felony (Penal Code, Section 37.10). Anyone destroying local government records without legal authorization may also be subject to criminal penalties and fines under the Public Information Act (Government Code, Chapter 552).

The Government Code, Section 441.158, provides that the Texas State Library and Archives Commission shall issue records retention schedules for each type of local government, including a schedule for records common to all types of local government. The law provides further that each schedule must state the retention period prescribed by federal or state law, rule of court, or regulation for a record for which a period is prescribed; and prescribe retention periods for all other records, which periods have the same effect as if prescribed by law after the records retention schedule is adopted as a rule of the Commission. If applicable, the wording of the records series will match that of any federal or state law, rule of court, or regulation, and citation to law, rule, or regulation will be provided in the Remarks section.

Retention periods listed in this schedule apply to records in any medium. If records are stored electronically, they must remain available and accessible until the retention period assigned by this schedule, along with any hardware or software required to access or read them. Electronic records may include electronic mail (e-mail), websites, electronic publications, or any other machine-readable format. Paper or microfilm copies may be retained in lieu of electronic records.

The use of social media applications may create public records. Any content (messages, posts, photographs, videos, etc.) created or received using a social media application may be considered records and should be managed appropriately. The retention of social media records is based on content and function. Local governments will need to consult the relevant records retention schedule for the minimum retention periods.

Unless otherwise stated, the retention period for a record is in calendar years from the date of its creation. The retention period, applies only to an official record as distinct from convenience or working copies created for informational purposes. Where several copies are maintained, each local government should decide which shall be the official record and in which of its divisions or departments it will be maintained. Local governments in their records management programs should establish policies and procedures to provide for the systematic disposal of copies.

Approved 12/18/2019

R1.0 3/22/2023

**Marathon Independent School District  
Local Government Records Control Schedule**

**Record Title**

**Record Description**

**Retention Period**

**Remarks**

A local government record whose retention period has expired may not be destroyed if any litigation, claim, negotiation, audit, public information request, administrative review, or other action involving the record is initiated; its destruction shall not occur until the completion of the action and the resolution of all issues that arise from it.

A local government record whose retention period expires during any litigation, claim, negotiation, audit, public information request, administrative review, or other action involving the record may not be destroyed until the completion of the action and the resolution of all issues that arise from it.

If a record described in this schedule is maintained in a bound volume of a type in which pages were not meant to be removed, the retention period, unless otherwise stated, dates from the date of last entry.

If two or more records listed in this schedule are maintained together by a local government and are not severable, the combined record must be retained for the length of time of the component with the longest retention period. A record whose minimum retention period on this schedule has not yet expired and is **less than permanent** may be disposed of if it has been so badly damaged by fire, water, or insect or rodent infestation as to render it unreadable, or if portions of the information in the record have been so thoroughly destroyed that remaining portions are unintelligible. If the retention period for the record is **permanent** in this schedule, authority to dispose of the damaged record must be obtained from the Director and Librarian of the Texas State Library and Archives Commission. A Request for Authority to Destroy Unscheduled Records (Form SLR 501) should be used for this purpose.

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Certain records listed in this schedule are assigned the retention period of AV (as long as administratively valuable). This retention period affords local governments the maximum amount of discretion in determining a specific retention period for the record described.

Local Schedule SD sets mandatory minimum retention periods for records series (identified in the Records Series Title column) commonly found in local education agencies other than state colleges and universities and junior colleges. Except as noted below, it is for the use of public school districts of all types, regional educational service centers, educational cooperatives for special education or other purposes, rehabilitation districts, county industrial training school districts, and county vocational districts.

Local Schedule SD is also for the use of **active** offices of county superintendents of schools and county departments of education. The retention periods for the records of **abolished** offices of county superintendents of schools, some of which may be in the custody of local education agencies, are given in Part 6 of Local Schedule CC (Records of County Clerks).

**Use of Asterisk (\*)**

The use of an asterisk indicates that the record is either new, the retention period for the record has been changed, or amendments have been made to the description of or remarks concerning the record. An asterisk is not used to indicate minor amendments to grammar or punctuation.

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
<b>GR/GOVERNANCE</b>			
<b>GR1000-01</b>	<b>AGENDAS</b>		
<b>GR1000-01a</b>	<b>AGENDAS</b>	Open meetings. 1) If the minutes describe each matter considered by the governing body and reference to an agenda <b>is not</b> required. 2) If the minutes <b>do not</b> describe each matter considered by the governing body and reference to an agenda <b>is</b> required.	2 years.  <b>PERMANENT.</b>
<b>GR1000-01b</b>	<b>AGENDAS</b>	Certified agendas of closed meetings.	2 years. By law - Government Code, Section 551.104(a).
<b>GR1000-02</b>	<b>DEDICATIONS</b>		<b>PERMANENT.</b>
<b>*GR1000-03</b>	<b>MINUTES</b>		<b>Retention Note:</b> The use of the term "audiovisual recordings" in (c)-(f) means any medium on which audio or a combination of audio and video is recorded.
<b>GR1000-03a</b>	<b>MINUTES</b>	Written minutes.	<b>PERMANENT.</b> 107
<b>GR1000-03b</b>	<b>MINUTES</b>	Notes taken during meetings from which written minutes are prepared.	90 days after approval of minutes by the governing body.
<b>*GR1000-03c</b>	<b>MINUTES</b>	Audiovisual recordings of open meetings, except as described in (d), for which written minutes <b>are not</b> prepared.	<b>PERMANENT.</b>
<b>*GR1000-03d</b>	<b>MINUTES</b>	Audiovisual recordings of workshop sessions of governing bodies in which votes are not made and written minutes <b>are not</b> required by law to be taken.	2 years.
<b>*GR1000-03e</b>	<b>MINUTES</b>	Audiovisual recordings of open meetings for which written minutes <b>are</b> prepared.	90 days after approval of minutes by the governing body.
<b>*GR1000-03f</b>	<b>MINUTES</b>	Certified audiovisual recordings of closed meetings.	2 years. By law - Government Code, Section 551.104(a).

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
GR1000-03g	MINUTES	Supporting documentation - One copy of each document <b>of any type</b> submitted to a meeting of a governing body for consideration, approval, or other action; <b>if</b> such action is reflected in the minutes of the meeting.	<p><b>Retention Notes:</b> a) The retention periods for many of the documents submitted to a governing body for action are established elsewhere in this or other commission schedules and are often longer than the 2-year retention period for supporting documentation set here. The 2-year retention requirement does not override a longer retention requirement set elsewhere, but rather is meant to ensure that <b>all</b> documents presented for action by a governing body are retained at least two years. This schedule does not require that supporting documentation be maintained together, but the retention by the clerk or secretary to the governing body of one set of the documents submitted at each meeting for two years would ensure satisfaction of the minimum retention requirement. Clerks or secretaries to governing bodies should exercise caution in disposing of supporting documentation to avoid destruction of the record copy of a document for which they are custodian before the expiration of its retention period. 108</p> <p>b) Review before disposal; some supporting documentation, not already required to be maintained <b>PERMANENTLY</b> elsewhere in this or other commission schedules, may merit <b>PERMANENT</b> retention for historical reasons.</p>
GR1000-04	OPEN MEETING NOTICES		2 years.
*GR1000-05	ORDINANCES, ORDERS, AND RESOLUTIONS		<p style="text-align: center;"><b>PERMANENT.</b></p> <p><b>Retention Note:</b> Includes ordinances, orders, or resolutions that have been repealed, revoked, or amended.</p>
GR1000-06	PETITIONS	Petitions from the public to the governing body or subsidiary boards or commissions of a local government.	<p>Final action on the petition + 2 years.</p> <p><b>Retention Notes:</b> a) Does not include petitions noted elsewhere in this or other commission schedules or any petition presented to a commissioners court that state law requires a county clerk to record. See Local Schedule CC (Records of County Clerks). b) "Final action" includes a decision to take no further action on a petition.</p>
GR1000-07	PROCLAMATIONS		2 years.

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks	
*GR1000-08	<b>SPEECHES, PAPERS, AND PRESENTATIONS—ELECTED OFFICIALS</b>	Notes or text of speeches, papers, presentations or reports delivered in conjunction with government work by elected officials.	End of term in office or termination of service in that position.	<b>Retention Notes:</b> a) For speeches, papers, and presentations of other local government staff see GR1000-51.  b) Review before disposal; some records may merit <b>PERMANENT</b> retention for historical reasons.
*GR1000-09	<b>PUBLIC COMMENT FORMS</b>	Public comment forms, citizen comment forms, registration cards, or other similar documents filled out by members of the public wishing to speak at an open meeting.	2 years.	<b>Retention Note:</b> If all information from the public comment form is documented in written minutes of the meeting, the public comment form need only be retained for the retention period listed in GR1000-03b.

**GR/GENERAL RECORDS**

*GR1000-20	<b>ACCIDENT REPORTS</b>	Reports of accidents to persons on local government property or in any other situation in which a local government could be party to a lawsuit.		<b>Retention Note:</b> For reports of work-related injuries and illnesses to employees see GR1050-32.
GR1000-20a	<b>ACCIDENT REPORTS</b>	Reports of accidents to adults.	3 years from date of report if no claim is filed; 3 years after settlement or denial of the claim if a claim is filed, whichever applicable.	109
GR1000-20b	<b>ACCIDENT REPORTS</b>	Reports of accidents to minors.	Date minor reaches majority age + 3 years, if no claim filed; 3 years after settlement or denial of claim if a claim is filed, whichever applicable.	
*GR1000-21	<b>AFFIDAVITS OF PUBLICATION</b>	Affidavits of Publication, including any accompanying clipping proofs or tear sheets.		
*GR1000-21b	<b>AFFIDAVITS OF PUBLICATION</b>	Election notices. In an election <b>not</b> involving a federal office.	Election day + 6 months.	By law – Election Code, Sections 4.005(d) and 66.058(a).
GR1000-21c	<b>AFFIDAVITS OF PUBLICATION</b>	All other published legal notices.	2 years.	

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
GR1000-22	<b>ANNEXATION, DISANNEXATION, ABOLITION, AND OTHER JURISDICTIONAL RECORDS</b>	Records relating to the annexation or disannexation of territory to or from a local government, to its abolition, or to other actions which affect its territorial jurisdiction or service area, including reports, correspondence, records of public hearings, agreements, and similar records.	<b>PERMANENT.</b>  <b>Retention Note:</b> A contract or agreement relating to territorial jurisdiction or the delivery of services between two or more governments (e.g., between a city and a county for fire services in an unincorporated area) must be kept for the retention period in item number GR1000-25.
*GR1000-23	<b>CHARTERS</b>	Charters, Articles of Incorporation, Orders of Incorporation, Orders of Change, or other similar documents used to establish or modify the administration of a local government.	<b>PERMANENT.</b>
*GR1000-24	<b>COMPLAINTS</b>	Complaints received from the public by a governing body or any officer or employee of a local government relating to government employees, policies, etc.	Resolution or dismissal of complaint + 2 years.  <b>Retention Notes:</b> a) The 2-year retention period applies only to complaints of a general nature that do not fall into a different category of complaint noted in this or other commission schedules. For example, complaints from the public about potential fire hazards are scheduled in Local Schedule PS (Records of Public Safety Agencies) and have a longer retention period.  b) For complaints received from local government employees see GR1050-20.
*GR1000-25	<b>CONTRACTS, LEASES, AND AGREEMENTS</b>	Contracts, leases, and agreements, including reports, correspondence, performance bonds, certificates of liability, and similar records relating to their negotiation, administration, renewal, or termination, <b>except</b> construction contracts (see item number GR1075-16).	4 years after the expiration or termination of the instrument according to its terms.  <b>Retention Note:</b> Review before disposal; some records of this type may merit <b>PERMANENT</b> retention for historical reasons.

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
GR1000-26	CORRESPONDENCE, INTERNAL MEMORANDA, AND SUBJECT FILES		<b>Retention Note:</b> The minimum retention period for correspondence or internal memoranda in categories (a) and (b) directly linked to another record series or group listed in this or other commission schedules is that assigned to the other group or series. For example, a letter from an external auditor regarding an audit of a local government’s financial records should be retained for the retention period given under item number GR1025-01(e); a letter concerning a workers compensation claim should be retained for the period given under item number GR1050-32, etc. The retention periods that follow are for correspondence and internal memoranda that do not readily fall within other record groups.
GR1000-26a	CORRESPONDENCE, INTERNAL MEMORANDA, AND SUBJECT FILES	Administrative – Incoming/outgoing and internal correspondence pertaining to the formulation, planning, implementation, modification, or redefinition of the programs, services, or projects of a local government and the administrative regulations, policies, and procedures that govern them. May also include subject files, which are collections of correspondence, memos and printed materials on various individuals, activities, and topics.	<b>Retention Note:</b> Review before disposal; some correspondence of this type may merit <b>PERMANENT</b> retention for historical reasons.  111
*GR1000-26b	CORRESPONDENCE, INTERNAL MEMORANDA, AND SUBJECT FILES	General – Incoming/outgoing and internal correspondence pertaining to the regular operation of the policies, programs, services, or projects of a local government. May also include subject files, which are collections of correspondence, memos and printed materials on various individuals, activities, and topics.	<b>Retention Note:</b> Records management officers should use caution before disposal of these records to ensure the records should not be classified under administrative correspondence (GR100-26a).

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
GR1000-26c	CORRESPONDENCE, INTERNAL MEMORANDA, AND SUBJECT FILES	Routine - Correspondence and internal memoranda such as letters of transmittal, requests for publications, internal meeting notices, and similar routine matters. May also include subject files, which are collections of correspondence, memos and printed materials on various individuals, activities, and topics.	AV.
*GR1000-27	DEEDS	Deeds, title opinions, abstracts and certificates of title, title insurance, documentation concerning alteration or transfer of title, and similar records evidencing public ownership of real property.	<i>PERMANENT.</i>
GR1000-28	EASEMENTS	Documentation relating to easements and rights-of-way for public works or other local government purposes, including releases.	<i>PERMANENT.</i>
*GR1000-29	INSURANCE POLICIES	Liability, theft, fire, health, life, automobile, and other policies for local government property and personnel including supporting documentation relevant to the implementation, modification, renewal, or replacement of policies.	4 years after expiration or termination of the policy according to its terms and all rights granted under it. 112
GR1000-30	LEGAL OPINIONS	Formal legal opinions rendered by counsel or the Attorney General for a local government, including any written requests for opinions, concerning the governance and administration of a local government.	<i>PERMANENT.</i> <b>Retention Note:</b> For retention of opinions rendered for a Public Information Act Request see GR1000-34. For retention of informal legal opinions and other correspondence provided by counsel see GR1000-26a.
*GR1000-31	LITIGATION CASE FILES		AV after decision of a local government not to file a lawsuit or decision that a lawsuit will not be filed against it; dismissal of a lawsuit for want of prosecution or on motion of the plaintiff; or final decision of a court (or of a court on appeal, if applicable) in a lawsuit. <b>Retention Notes:</b> a) Includes all cases to which a local government is a party unless the case file is of a type noted elsewhere in this or other commission schedules. b) Review before disposal; some case files may merit <b>PERMANENT</b> retention for historical reasons.

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
*GR1000-32	MINUTES (STAFF)	Minutes of internal staff meetings.	AV <b>Retention Note:</b> For minutes of governing bodies of local governments see GR1000-03.
GR1000-33	PUBLIC RELATIONS RECORDS	News, press releases, or any public relations files maintained or issued by an agency. Includes print, electronic, audio, and audiovisual records.	2 years. <b>Retention Note:</b> Review before disposal; some records may merit <b>PERMANENT</b> retention for historical reasons.
GR1000-34	PUBLIC INFORMATION ACT REQUESTS	Includes all correspondence and documentation relating to requests for records under the Public Information Act (Chapter 552, Government Code).	
*GR1000-34a	PUBLIC INFORMATION ACT REQUESTS	Non-exempted records and withdrawn requests.	Date request for records fulfilled or withdrawn + 1 year.
*GR1000-34b	PUBLIC INFORMATION ACT REQUESTS	Exempted records.	Date of notification that records requested are exempt from disclosure + 2 years.
*GR1000-35	ORGANIZATIONAL CHARTS		US. <b>Retention Note:</b> Review before disposal; some records may merit <b>PERMANENT</b> retention for historical reasons.
GR1000-37	PHOTOGRAPHS, IMAGES, RECORDINGS, AND OTHER NON-TEXTUAL MEDIA	Photographs, photographic scrapbooks, slides, sound recordings, videotapes, posters, and other non-textual media that document the history and activities of a local government or any of its departments, programs, or projects <b>except</b> such records noted elsewhere in this or other commission schedules.	AV. <b>Retention Note:</b> Review before disposal, some records may merit <b>PERMANENT</b> retention for historical reasons. Local governments should consult with local historical or genealogical societies to assist with the appraisal. <b>Be certain that photographs and other non-textual media do not fall within other records series. For example, mug shots and photographs of fire damage are listed in Local Schedule PS (Records of Public Safety Agencies) under police and fire department records respectively.</b>
GR1000-38	POLICY AND PROCEDURE DOCUMENTATION	Executive orders, directives, manuals, and similar documents that establish and define the policies, procedures, rules, and regulations governing the operations or activities of a local government as a whole or any of its departments, programs, services, or projects.	US, expired, or discontinued + 5 years. <b>Retention Note:</b> Review before disposal; some records may merit <b>PERMANENT</b> or long-term retention for historical or legal reasons.

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
GR1000-39	<b>PUBLICATIONS</b>	Pamphlets, reports, studies, proposals, and similar material printed by or for a local government or any of its departments, subdivisions, or programs and distributed to or intended for distribution to the public on request and departmental or program newsletters designed for internal distribution.	<b>Retention Note:</b> The following categories of printed material, whether distributed publicly or internally, are exempted from the retention period and may be disposed of at option; (a) educational matter provided by charitable or public awareness organizations (e.g., United Way, American Heart Association); and (b) public service leaflets or flyers whose contents are of a general nature and not specific to the government distributing them, beyond the inclusion of an address, telephone number, office hours, and similar information (e.g., a flyer detailing water conservation tips sent to customers of a municipal water utility; a pamphlet explaining the appraisal review board process sent to taxpayers by an appraisal district).
GR1000-40	<b>RECORDS MANAGEMENT RECORDS</b>		
GR1000-40a	<b>RECORDS MANAGEMENT RECORDS</b>	Records control schedules (including all successive versions of and amendments to schedules).	<b>Retention Note:</b> Original is retained by the State and Local Records Management Division, Texas State Library and Archives Commission. 114
*GR1000-40b	<b>RECORDS MANAGEMENT RECORDS</b>	Records documenting the disposition of records under records control schedules, including requests submitted to the Texas State Library and Archives Commission for authorization to destroy unscheduled records or the originals of permanent records that have been microfilmed.	<b>PERMANENT.</b>
GR1000-40c	<b>RECORDS MANAGEMENT RECORDS</b>	Lists or inventories of the active and inactive records created or received by a local government.	US, expired, or discontinued.
*GR1000-40d	<b>RECORDS MANAGEMENT RECORDS</b>	Plans and similar documents establishing the policies and procedures under which a records management program operates.	US, expired, or discontinued + 5 years.
*GR1000-40e	<b>RECORDS MANAGEMENT RECORDS</b>	Records transmittal forms or similar records documenting transfer of records to or from a records storage facility.	Date of disposition or return of records from storage, whichever sooner, +2 years.
GR1000-41	<b>REPORTS AND STUDIES (NON-FISCAL)</b>		

**Marathon Independent School District  
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Record Title	Record Description	Retention Period	Remarks
*GR1000-41a	<p><b>REPORTS AND STUDIES (NON-FISCAL)</b></p> <p>Annual, sub-annual, or irregularly prepared reports, performance audits, or planning studies submitted to the governing body or chief administrative officer of a local government or by the local government to a state agency, as may be required by law or regulation, on the non-fiscal performance of a department, program, or project or for planning purposes, including those prepared by consultants under contract with a local government, <b>except</b> documents of similar types noted in this or other commission schedules.</p> <p>(1) Annual reports.</p> <p>(2) Special reports or studies prepared by order or request of the governing body or considered by the governing body (as reflected in its minutes) or ordered or requested by a state agency or a court.</p> <p>(3) Special reports or studies prepared by order or request of the chief administrative officer.</p> <p>(4) Monthly, bimonthly, quarterly, or semi-annual reports.</p> <p>(5) Working papers and raw data used to create any report for (1) and (2) above.</p> <p>(6) Working papers and raw data used to create any report for (3) and (4) above.</p>	<p style="text-align: center;"><b>PERMANENT.</b></p> <p style="text-align: center;"><b>PERMANENT.</b></p> <p>5 years.</p> <p>3 years.</p> <p>3 years.</p> <p>1 year.</p>	<p style="text-align: right;">115</p> <p><b>Retention Note:</b> Review before disposal; some records may merit <b>PERMANENT</b> retention for historical reasons.</p>
GR1000-41b	<p><b>REPORTS AND STUDIES (NON-FISCAL)</b></p> <p>Activity reports compiled on a daily or other periodic basis pertaining to workload measures, time studies, number of public contacts, etc., <b>except</b> reports of similar types noted in this or other commission schedules.</p>	<p>1 year.</p>	

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Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
<b>*GR1000-42</b>	<b>WAIVERS OF LIABILITY</b>	Waivers of liability, including statements signed by volunteers acknowledging non-entitlement to benefits, agreeing to abide by local government policies, etc.	<b>Retention Note:</b> If an accident occurs to any person covered by a signed waiver of liability, it must be retained for the same period as accident reports. See item number GR1000-20 in this schedule.
<b>GR1000-43</b>	<b>CONFLICTS DISCLOSURE STATEMENTS AND CONFLICT OF INTEREST QUESTIONNAIRES</b>	Conflicts disclosure statements and conflict of interest questionnaires submitted by local government officers or vendors and other persons for filing with a local government in accordance with the requirements of Chapter 176, Local Government Code.	Date of filing + 3 years.
<b>GR1000-44</b>	<b>LOCAL GOVERNMENT OFFICERS, LISTS OF</b>	Lists of local government officers prepared and made available to the public by the local government officer with whom conflicts disclosure statements and conflict of interest questionnaires are filed in accordance with the requirements of Chapter 176, Local Government Code.	US + 1 year.
<b>GR1000-45</b>	<b>CALENDARS, APPOINTMENT AND ITINERARY RECORDS</b>	Calendars, appointment books or programs, and scheduling or itinerary records, purchased with local government funds or maintained by staff during business hours that document appointments, itineraries and other activities of agency officials or employees.	<b>Retention Note:</b> A record of this type purchased with personal funds, but used by a public official or employee to document his or her work activities may be a local government record and subject to this retention period. See Open Records Decision 635 issued in December 1995 by the Texas Attorney General.
<b>GR1000-46</b>	<b>INSURANCE CLAIMS</b>	Claims related to liability, theft, fire, health, life, automobile, and other insurance policies.	Settlement or denial of claim + 3 years.
<b>GR1000-47</b>	<b>CUSTOMER SURVEYS</b>	Surveys returned by the customers or clients of a local government, and the statistical data maintained rating a government's performance.	Issuance of report on results of the survey + 3 years.

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Record Title	Record Description	Retention Period	Remarks
*GR1000-50	<p><b>TRANSITORY INFORMATION</b></p> <p>Records of temporary usefulness that are not an integral part of a records series of a local government, that are not regularly filed within a local government's recordkeeping system, and that are required only for a limited period of time for the completion of an action by an official or employee of the local government or in the preparation of an ongoing records series.</p> <p>Transitory records are not essential to the fulfillment of statutory obligations or to the documentation of government functions. Some examples of transitory information, which can be in any medium (voice mail, fax, email, hard copy, etc.) are drafts and working papers; routine messages; telephone message notifications; internal meeting notices; routing slips; incoming letters or memoranda of transmittal that add nothing of substance to enclosures; and similar routine information used for communication, but not for the documentation, of a specific government transaction.</p>	AV.	<p><b>Retention Note:</b> Records management officers should use caution in assigning this record series to records of a local government to make certain they are not part of another records series listed in this schedule or, for records series unique to an agency, are not part of a records series that documents the fulfillment of the statutory obligations of the agency or the documentation of its functions.</p> <p>The disposal of transitory information need not be documented through destruction authorizations or in records disposition logs, but local governments should establish procedures governing disposal of these records.</p>
*GR1000-51	<p><b>SPEECHES, PAPERS, AND PRESENTATIONS</b></p> <p>Notes or text of speeches, papers, presentations, or reports delivered in conjunction with government work by staff of a local government.</p>	End of event, US, or discontinued + 2 years.	<p><b>Retention Notes:</b> a) For speeches, papers, and presentations of elected officials see GR1000-08.</p> <p>b) For materials developed for in-house training of staff see GR1050-28c.</p>
*GR1000-52	<p><b>SUBPOENAS</b></p> <p>Subpoenas for production of evidence produced for litigation in which the local government <b>is not</b> a party.</p>	AV after fulfilled.	<p><b>Retention Notes:</b> a) For subpoenas received for litigation in which the local government is a party see GR1000-31.</p> <p>b) For subpoenas requesting personally identifiable information of students see SD3225-02 (for school districts) or JC3775-02 (for junior colleges).</p>
*GR1000-53	<p><b>RELEASE OF RECORDS DOCUMENTS</b></p> <p>Records that document the release of records or information through any method</p>	Date records produced + 1 year.	<p><b>Retention Notes:</b> a) For records released under the Public Information Act see GR1000-34.</p>

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
*GR1000-53 (continued)	RELEASE OF RECORDS	other than a Public Information Act request or	b) For records produced for a subpoena where the local government is <b>not</b> a party, see GR1000-52.  c) For records produced for a subpoena where the local government is a party, see GR1000-31.
*GR1000-54	COMMITTEE RECORDS	Records of committees, councils, boards, or commissions which are not subject to the Texas Open Meetings Act. Records may include, but are not limited to, member lists, officer election records, agendas, meeting minutes, and related documentation and correspondence.	2 years.  <b>Retention Notes:</b> a) For records of committees, councils, boards, or commissions which are subject to the Texas Open Meetings Act see Section 1-1 of this schedule.  b) Review before disposal; some records may merit <b>PERMANENT</b> retention for historical reasons.
*GR1000-55	LOBBYIST REGISTRATION DOCUMENTATION	Forms, reports, or other similar documents submitted to local governments documenting lobbying activities as required by local regulations.	Date of filing + 3 years.

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**GR/FISCAL ADMINISTRATION AND REPORTING RECORDS**

*GR1025-01	FISCAL AUDIT RECORDS	Records of fiscal audits conducted by internal or external auditors.	<b>Caution:</b> See note (a) at the beginning of Part 2 of this schedule.
*GR1025-01a	FISCAL AUDIT RECORDS	Annual, biennial, or other periodic audit of any department, fund, account, or activity of a local government.	<b>PERMANENT.</b>
*GR1025-01b	FISCAL AUDIT RECORDS	Annual, biennial, or other periodic audit of a department, program, fund, or account if included in a cumulative audit under (a).	2 years.
*GR1025-01c	FISCAL AUDIT RECORDS	Annual, biennial, or other periodic audit of a department, program, fund, or account if not included in a cumulative audit under (a).	<b>PERMANENT.</b>
*GR1025-01d	FISCAL AUDIT RECORDS	Special audits ordered by a governing body, a court or grand jury, or mandated by administrative rules of a state or federal agency.	<b>PERMANENT.</b>
*GR1025-01e	FISCAL AUDIT RECORDS	Working papers, summaries, and similar records created for the purposes of conducting an audit.	3 years after all questions arising from the audit have been resolved.

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Record Title	Record Description	Retention Period	Remarks
GR1025-02	<b>BANK SECURITY RECORDS</b>	Records documenting the pledging of bonds or securities by banks serving as depositories for public funds including depository contracts, security pledges and statements, surety bonds, and similar records.	4 years after termination, expiration, or release of contractual obligations.
GR1025-03	<b>BOND RECORDS</b>		<b>Retention Note:</b> For investment transaction records of bonds see item number GR1025-09b.
GR1025-03a	<b>BOND RECORDS</b>	Bond administrative records consisting of preliminary studies, proposals and prospectuses, authorizations and certifications for issuance or cancellation, and related policy correspondence.	<b>PERMANENT.</b>
GR1025-03b	<b>BOND RECORDS</b>	Bond certificates and redeemed coupons.	1 year after payment.  By law - Government Code, Section 1302.003 for counties (see statute for procedural instructions for destruction) and by authority of this schedule for all other local governments.
GR1025-03c	<b>BOND RECORDS</b>	Bond registers.	<b>PERMANENT.</b>
GR1025-03d	<b>BOND RECORDS</b>	Records relating to the exchange, conversion, or replacement of bonds by bondholders.	1 year if information is contained in a bond register; <b>PERMANENT</b> if information is <b>not</b> contained in a bond register.
GR1025-04	<b>BUDGETS AND BUDGET DOCUMENTATION</b>		
GR1025-04a	<b>BUDGETS AND BUDGET DOCUMENTATION</b>	Annual budgets (including amendments).	<b>PERMANENT.</b>
GR1025-04b	<b>BUDGETS AND BUDGET DOCUMENTATION</b>	Special budgets (includes budgets for capital improvement projects, grant-funded projects, or other projects prepared on a special or emergency basis and not included in an annual budget).	<b>PERMANENT.</b>
*GR1025-04c	<b>BUDGETS AND BUDGET DOCUMENTATION</b>	Working papers created exclusively for the preparation of budgets, including budget requests, justification statements, and similar documents.	3 years.

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
GR1025-04d	<b>BUDGETS AND BUDGET DOCUMENTATION</b>	Encumbrance and expenditure reports (status reports showing expenditures and encumbrances against a budget).	2 years.
GR1025-04e	<b>BUDGETS AND BUDGET DOCUMENTATION</b>	Budget change documentation, including line item or contingency/reserve fund transfers and supplemental budget requests.	2 years.
GR1025-05	<b>CAPITAL ASSETS RECORDS</b>	Documentation relating to the capital and fixed assets of a local government.	
*GR1025-05a	<b>CAPITAL ASSETS RECORDS</b>	Equipment or property history cards or similar records containing data on initial cost, including disposal authorizations when disposed of.	FE of date of disposal + 5 years  <b>Retention Note:</b> Review before disposal; property history cards documenting the original construction and additions to or renovations of structures may merit <b>PERMANENT</b> retention for historical reasons.
GR1025-05b	<b>CAPITAL ASSETS RECORDS</b>	Equipment or property cost and depreciation schedules or summaries used for capital outlay budgeting or other financial or budget control purposes.	FE + 5 years
GR1025-05c	<b>CAPITAL ASSETS RECORDS</b>	Equipment or property inventories (including sequential number property logs).	US + 3 years.
GR1025-05d	<b>CAPITAL ASSETS RECORDS</b>	Property sale, auction, or disposal records of government-owned equipment or property.	1 year.  By law - Local Government Code, Section 263.155(b) for counties and by authority of this schedule for all other local governments.  <b>Retention Note:</b> Property sale or auction records do not include records arising from the sale or auction of property foreclosed or seized by a taxing unit for failure to pay property taxes or for the sale or auction of property seized by law enforcement officers. For such records use Local Schedule TX (Records of Property Taxation) or Local Schedule PS (Records of Public Safety Agencies) respectively.

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
GR1025-07	FINANCIAL REPORTS	Annual, sub-annual, or irregularly prepared financial reports or statements on the accounts, funds, or projects of a local government created either for internal use or for submission to state agencies as may be required by law or regulation, <b>except</b> reports of similar types noted in this or other commission schedules.	
GR1025-07a	FINANCIAL REPORTS	Monthly, bimonthly, quarterly, or semi-annual reports.	FE + 3 years.
GR1025-07b	FINANCIAL REPORTS	Annual reports.	<b>PERMANENT.</b>
GR1025-07c	FINANCIAL REPORTS	Long range fiscal planning reports.	<b>PERMANENT.</b>
GR1025-07d	FINANCIAL REPORTS	Capital improvement reports.	<b>PERMANENT.</b>
GR1025-08	GRANT DEVELOPMENT AND ADMINISTRATIVE RECORDS		<b>Retention Note:</b> If grant is for construction of a local government owned facility or part of the infrastructure, follow retention for GR1075-16. 121
GR1025-08a	GRANT DEVELOPMENT AND ADMINISTRATIVE RECORDS	Successful grant applications and proposals and any documentation that modifies the terms of a grant.	FE + 5 years <b>Retention Note:</b> See note (b) at beginning of Part 2 of this schedule.
GR1025-08b	GRANT DEVELOPMENT AND ADMINISTRATIVE RECORDS	Financial, performance, and compliance reports submitted to grantor or sub-grantor agencies.	FE + 5 years <b>Retention Note:</b> See note (b) at beginning of Part 2 of this schedule.
GR1025-08c	GRANT DEVELOPMENT AND ADMINISTRATIVE RECORDS	Reports, planning memoranda, studies, correspondence, and similar records created for and used in the development of successful grant proposals.	3 years.
GR1025-08d	GRANT DEVELOPMENT AND ADMINISTRATIVE RECORDS	Any records of the type noted in (a) or (b) relating to unsuccessful grant proposals.	AV.
GR1025-09	INVESTMENT TRANSACTION RECORDS		

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
GR1025-09a	INVESTMENT TRANSACTION RECORDS	Documentation relating to the investment of public funds (e.g., certificates of deposit) that evidences the investment of funds, the performance or return of investments, the cancellation or withdrawal of investments, and similar activity.	FE + 5 years.
GR1025-09b	INVESTMENT TRANSACTION RECORDS	Documentation related to the calculation of arbitrage rebate amounts, if any, on proceeds from the sale of tax-exempt bonds.	Retirement of the last obligation of the bond issue + 6 years.
GR1025-10	CHARGE SCHEDULES/ PRICE LISTS	Schedules of prices charged by a local government for services to the public or other governments, including any documentation used to determine the charges.	US + 3 years.

**GR/ACCOUNTING RECORDS**

GR1025-25	ACCOUNTING POLICIES AND PROCEDURES DOCUMENTATION	Policy and procedure directives and similar records documenting accounting methodology.	US, expired, or discontinued + 5 years.	122
GR1025-26	ACCOUNTS PAYABLE AND DISBURSEMENT RECORDS			
*GR1025-26a	ACCOUNTS PAYABLE AND DISBURSEMENT RECORDS	Claims, invoices, statements, copies of checks and purchase orders, expenditure authorizations, and similar records that serve to document disbursements, including those documenting claims for and reimbursement to employees for travel and other employment-related expenses.	FE of date of final payment + 5 years	<b>Retention Note:</b> Accounts payable and disbursement records for bond-funded projects must be maintained according to the retention period listed in GR1025-26d.
*GR1025-26b	ACCOUNTS PAYABLE AND DISBURSEMENT RECORDS	Accounts payable records sufficient to document the purchase costs of capital equipment or other fixed assets.	FE of date of disposal + 5 years	



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Record Title	Record Description	Retention Period	Remarks
*GR1025-28	<b>BANKING RECORDS</b>	Bank statements, credit card statements, canceled checks, check registers, deposit slips, debit and credit notices, reconciliations, notices of interest earned, monetary transport records (including armored car pickup logs) etc.	FE + 5 years.
GR1025-29	<b>COST ALLOCATION AND DISTRIBUTION RECORDS</b>	Records created to document the allocation of costs among accounts and funds of a local government, including records relating to chargebacks and other interdepartmental or interfund accounting transactions.	FE + 5 years <b>Retention Note:</b> If any of the records in this group are used as ledger and journal entry documentation, they must be retained for FE + 5 years (see item number GR1025-30) by all local governments.
GR1025-30	<b>LEDGERS, JOURNALS, AND ENTRY DOCUMENTATION</b>		<b>Retention Note:</b> Be certain to verify before the disposal of any ledger or journal under this item number that the ledger or journal does not serve to document financial activities that require a longer retention period (e.g. investment documentation of proceeds of tax exempt bonds under item number GR1025-09). 124
GR1025-30a	<b>LEDGERS, JOURNALS, AND ENTRY DOCUMENTATION</b>	General ledger showing receipts and expenditures from all accounts and funds of a local government. (1) For fiscal years for which an annual financial audit report (see item number GR1025-01) exists. (2) For fiscal years for which an annual financial audit report (see item number GR1025-01) <b>does not</b> exist.	FE + 5 years.  <b>PERMANENT.</b>  <b>Retention Note:</b> Review before disposal; some ledgers may merit <b>PERMANENT</b> retention for historical reasons.
GR1025-30b	<b>LEDGERS, JOURNALS, AND ENTRY DOCUMENTATION</b>	Subsidiary ledgers.	FE + 5 years. <b>Retention Note:</b> Review before disposal; some ledgers may merit <b>PERMANENT</b> retention for historical reasons.
GR1025-30c	<b>LEDGERS, JOURNALS, AND ENTRY DOCUMENTATION</b>	Receipt, disbursement, general, or subsidiary journals.	FE + 5 years. <b>Retention Note:</b> Review before disposal; some journals may merit <b>PERMANENT</b> retention for historical reasons.
GR1025-30d	<b>LEDGERS, JOURNALS, AND ENTRY DOCUMENTATION</b>	Journal vouchers and entries or similar posting control forms (including supporting documentation such as correspondence and auditor adjustments that evidence journal entries and amendments).	FE + 5 years. <b>Retention Note:</b> If bill stubs (see item number GR1025-27a) are used as entry documentation for account journals, they must be retained by all local governments for FE + 5 years rather than the FE + 3 year retention period for accounts receivable records.

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Record Title	Record Description	Retention Period	Remarks
GR1025-31	TRANSACTION SUMMARIES	Periodic summaries or reports of accounting transactions or activity by department, budget code, program, account, fund, or type of activity, including trial balances, <b>unless</b> the summary is of a type noted elsewhere in this part.	
GR1025-31a	TRANSACTION SUMMARIES	Daily.	30 days.
GR1025-31b	TRANSACTION SUMMARIES	Weekly.	90 days.
GR1025-31c	TRANSACTION SUMMARIES	Monthly, bimonthly, quarterly, or semi-annual.	2 years.
GR1025-31d	TRANSACTION SUMMARIES	Annual.	FE + 5 years <b>Retention Note:</b> If an annual trial balance is not maintained, then the least frequent sub-yearly trial balance must be retained for FE + 5 years by school districts and FE + 3 years by all other local governments.
GR1025-32	UNCLAIMED PROPERTY DOCUMENTATION	Any form of record sufficient to verify information on unclaimed property previously reported to the State Treasurer showing the name and last known address of the apparent owner of reportable unclaimed property, a brief description of the property, and the balance of each unclaimed account, if appropriate.	Date on which property is reportable + 10 years. By law - Property Code, Section 74.103(b). 125

**GR/PERSONNEL AND PAYROLL RECORDS**

GR1050-01	AFFIRMATIVE ACTION PLANS		
GR1050-01a	AFFIRMATIVE ACTION PLANS	Reports, analyses, and statistical data compiled from source documentation used to develop, implement, and monitor affirmative action plans.	5 years. By regulation - 29 CFR 30.8(e).
GR1050-01b	AFFIRMATIVE ACTION PLANS	Affirmative action plans.	US + 5 years. By regulation - 29 CFR 30.8(e).



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Record Title	Record Description	Retention Period	Remarks
*GR1050-06a	<b>COUNSELING PROGRAM RECORDS</b>	Reports of interviews, analyses, and similar records relating to the counseling of an employee for work-related, personal, or substance abuse problems, including any warnings associated with the counseling. Usually maintained at the supervisory level or by human resources departments.	3 years after termination of counseling.  <b>Retention Note:</b> For records retained by professional therapists; refer to Local Schedule HR for patient records.
GR1050-06b	<b>COUNSELING PROGRAM RECORDS</b>	Records relating to the planning, coordination, implementation, direction, and evaluation of an employee counseling program.	3 years.
*GR1050-07	<b>DISCIPLINARY AND ADVERSE ACTION RECORDS</b>	Records created by civil service boards or by personnel or supervisory officers in considering, or reconsidering on appeal, an adverse action (e.g., demotion, probation, termination, suspension, leave without pay) against an employee, including, as applicable, witness and employee statements, interview reports, exhibits, reports of findings, and decisions and judgments.  Local government employees.	2 years after case closed or action taken, as applicable.  <b>Retention Note:</b> Refer to Retention Note (f) on page 1 of this schedule for disciplinary records of certain Sheriff's office employees.  127  By regulation - 29 CFR 1602.31, 1602.40, and 1602.49.
GR1050-08	<b>EMPLOYEE PENSION AND BENEFITS RECORDS</b>		For records of pension and deferred compensation deductions from payroll see GR1050-52(b).
*GR1050-08a	<b>EMPLOYEE PENSION AND BENEFITS RECORDS</b>	Employee benefit plans such as pension; life, health, and disability insurance; seniority and merit systems; and deferred compensation plans, including amendments.	Termination of plan + 1 year.  By regulation - 29 CFR 1627.3(b)(2).  <b>Retention Note:</b> If the plan or system is not in writing, a memorandum fully outlining the terms of the plan or system and the manner in which it has been communicated to affected employees, together with notations relating to any revisions, must be retained for the same period as written plans.
*GR1050-08b	<b>EMPLOYEE PENSION AND BENEFITS RECORDS</b>	Enrollment forms providing personal identifying data, beneficiary information, option selection, acknowledgement forms, and similar information.	

**Marathon Independent School District  
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Record Title	Record Description	Retention Period	Remarks
*GR1050-08b (continued)	<b>EMPLOYEE PENSION AND BENEFITS RECORDS</b>	(1) If the official record is maintained by the retirement system of which the local government is a member or by the service provider.  (2) If the official record is maintained by the local government.  (A) Pension and deferred compensation.  (B) Life, health, accidental death, and disability insurance (C) Any benefit other than those noted in (A) or (B)	AV  Date of separation + 75 years.  Termination of coverage + 4 years. US or separation + 2 years, as applicable.  <b>Retention Note:</b> Documents that serve as payroll deduction authorizations must be maintained for the retention period prescribed for item number GR1050-50.
GR1050-08c	<b>EMPLOYEE PENSION AND BENEFITS RECORDS</b>	Annual reports from a pension system or fund.	<b>PERMANENT.</b>
*GR1050-09	<b>EMPLOYEE RECOGNITION RECORDS</b>	Award committee reports, selection criteria, nominations, and similar administrative records of employee award or incentive programs.	<b>Retention Note:</b> For records of an award/commendation given to an individual employee, see item number GR1050-03.
GR1050-10	<b>EMPLOYEE SECURITY RECORDS</b>		
GR1050-10a	<b>EMPLOYEE SECURITY RECORDS</b>	Records created to control and monitor the issuance of keys, identification cards, passes, or similar instruments of identification and access.	US, date of expiration, or date of separation + 2 years, as applicable.
GR1050-10b	<b>EMPLOYEE SECURITY RECORDS</b>	Records relating to the issuance of parking permits.	US.
GR1050-11	<b>EMPLOYEE SELECTION RECORDS</b>	Notes of interviews with candidates; audio and videotapes of job interviews; applicant rosters; eligibility lists; test ranking sheets; justification statements for violating eligibility or ranking sequence; and previous injury checks; offers of employment letters; and similar records documenting the filling of a vacant position.	2 years from the creation (or receipt) of the record or the personnel action involved, whichever later.  <b>Retention Note:</b> See GR1050-36 for background and criminal history checks.

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Record Title	Record Description	Retention Period	Remarks
GR1050-12	<b>EMPLOYEE SERVICE RECORDS</b>  Summary employment history record for each employee maintained on one or more forms, containing the following <b>minimum</b> information: name; sex; date of birth; social security number; positions held with dates of hire, promotion, transfer, or demotion; dates of leaves of absence or suspension that affect computation of length of service; wage or salary rate for each position held, including step or merit increases within grades; most recent public access option form; and date of separation.	Date of separation + 75 years.	For other information on employees that must also be retained either as part of this record or in another form, see item numbers GR1050-52(b) and GR1050-54(a).  <b>Retention Notes:</b> a) This schedule does not require the creation of an employee service record of the type described, but the creation of the record is strongly recommended to allow frequent disposal of documents from which information has been summarized. If an employee service record is not maintained, documents (e.g., employment applications, personnel action forms) containing the prescribed information must be retained date of separation + 75 years. More than one document providing the same element of required information need not be retained.  b) The Teacher Service Record (Texas Education Agency Form FIN-115 or its equivalent), containing information required by statute or regulation, shall be considered an employee service record of the type described and must be retained date of separation + 75 years.  c) Salary or wage data on an employee service record may be indicated by grade and step numbers if all corresponding wage rate tables (see item number GR1050-59) applicable to a person's employment history are retained date of separation + 75 years.
GR1050-13	<b>EMPLOYMENT ADVERTISEMENTS OR ANNOUNCEMENTS</b>  Advertisements or postings relating to job openings, promotions, training programs, or overtime opportunities, including jobs orders submitted to employment agencies.	2 years.	By regulation - 29 CFR 1602.31, 1602.40, and 1602.49.
GR1050-14	<b>EMPLOYMENT APPLICATIONS</b>		

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Record Title	Record Description	Retention Period	Remarks
GR1050-14a	<b>EMPLOYMENT APPLICATIONS</b>	Applications, transcripts, letters of reference, and similar documents whose submission by candidates for vacant positions (both hired and not hired) or for promotion, transfer, or training opportunity (both selected and not selected) is required on the application form, by application procedures, or in the employment advertisement.	2 years from the creation (or receipt) of the record or the personnel action involved, whichever later.  By regulation - 29 CFR 1602.31, 1602.40, and 1602.49.
GR1050-14b	<b>EMPLOYMENT APPLICATIONS</b>	Samples of publications, artwork, or other products of prior achievement not returned to applicants.	AV.
GR1050-14c	<b>EMPLOYMENT APPLICATIONS</b>	Transcripts of persons <b>hired</b> if state or federal law or regulation mandates a level of education needed to qualify for employment (e.g., school district professional and paraprofessional personnel). See also item number GR1050-28(a).	Date of separation + 5 years.  <b>Retention Note:</b> If applicant screening or hiring decisions are based on resumés, with only successful or interviewed candidates completing employment applications, then resumés of persons not hired must be kept for the same period as employment applications. If resumés are supplemental to employment application forms, they need only be retained as long as administratively valuable.
GR1050-16	<b>EQUAL EMPLOYMENT OPPORTUNITY RECORDS AND REPORTS</b>		
GR1050-16a	<b>EQUAL EMPLOYMENT OPPORTUNITY RECORDS AND REPORTS</b>	Reports, analyses, or statistical data compiled from source documentation used to complete EEO reports.	3 years.  By regulation - 29 CFR 1602.30, 1602.39, and 1602.48.
GR1050-16b	<b>EQUAL EMPLOYMENT OPPORTUNITY RECORDS AND REPORTS</b>	EEO-1, EEO-4, EEO-5, and EEO-6 reports.	3 years.  By regulation - 29 CFR 1602.32, 1602.41, and 1602.50.
GR1050-16c	<b>EQUAL EMPLOYMENT OPPORTUNITY RECORDS AND REPORTS</b>	Case files relating to discrimination complaints, including complaints, legal and investigative documents, exhibits, related correspondence, withdrawal notices, and decisions or judgments.	Resolution of case + 3 years.

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Record Title	Record Description	Retention Period	Remarks
GR1050-17	EQUAL PAY RECORDS	Reports, studies, aggregated or summarized data, and similar documentation compiled to monitor and demonstrate compliance with the Equal Pay Act.	2 years. By regulation - 29 CFR 1620.32(c).
GR1050-18	FIDELITY BONDS		Effective life of bond + 5 years. <b>Retention Note:</b> Does not include the Official Bond Record maintained by county clerks, which must be retained <b>PERMANENTLY</b> .
GR1050-19	FINGERPRINT CARDS		Date of separation + 5 years. <b>Retention Note:</b> If fingerprint cards are created for all applicants for a position, those of persons not hired must be retained 2 years under item number GR1050-14.
*GR1050-20	GRIEVANCE RECORDS	Records relating to the review of employee grievances against personnel policies, working conditions, etc.	Final decision on the grievance + 2 years. <b>Retention Note:</b> Do not confuse these records with those involving EEO complaints [see item number GR1050-16(c)].
*GR1050-21	JOB EVALUATIONS	Job evaluations, performance appraisals, or other similar documents used to evaluate the performance of employees.	US + 2 years or date of separation + 2 years, whichever sooner. By regulation – 29 CFR 1620.32(c). <b>Retention Notes:</b> a) Refer to SD3575-05 pertaining to job evaluations on school teachers.
GR1050-22	<b>MEDICAL AND EXPOSURE REPORTS</b>		
*GR1050-22a	MEDICAL AND EXPOSURE REPORTS	Health, physical or psychological examination reports or certificates of all job applicants if physical or psychological condition is a factor in hiring decisions, including the promotion, transfer, or selection for training of current personnel.	2 years from the date of creation or personnel action involved, whichever is later. By regulation - 29 CFR 1602.31, 1602.40, and 1602.49.
GR1050-22b	MEDICAL AND EXPOSURE REPORTS	Health or physical examination reports or certificates of employees for whom periodic monitoring of health or fitness is required.  (1) For employees exposed in the course of their work to toxic substances, harmful physical agents, or bloodborne pathogens.  (2) For all other employees.	Date of separation + 30 years.  By regulation - 29 CFR 1910.1020(d)(1)(i)-(iii).  US + 2 years.



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Record Title	Record Description	Retention Period	Remarks
*GR1050-24	<b>PERSONNEL ACTION OR INFORMATION NOTICES</b>	Documents used by personnel officers to create or change information in the personnel records of individual employees concerning hiring, termination, transfer, pay grade, position or job title, leaves of absence, name changes, and similar personnel actions <b>except</b> those noted elsewhere in this part.	2 years from the date of creation or the personnel action involved, whichever is later.  By regulation - 29 CFR 1602.31, 1602.40, and 1602.49.
GR1050-25	<b>PERSONNEL STUDIES AND SURVEYS</b>	Studies, statistical reports, surveys, cost analyses and projections, and similar records, <b>except</b> those noted elsewhere in this part, on any aspect of the personnel management or administration of a local government.	3 years.  <b>Retention Note:</b> Review before disposal; some documents may merit <b>PERMANENT</b> retention for historical reasons.
GR1050-26	<b>POSITION DESCRIPTION, CLASSIFICATION, AND STAFF MONITORING RECORDS</b>		
GR1050-26a	<b>POSITION DESCRIPTION, CLASSIFICATION, AND STAFF MONITORING RECORDS</b>	Job descriptions, including any associated task or skill statements. Also includes documentation concerning the development and analysis of job descriptions and classification systems, including survey, review and audit reports; classification standards and guidelines; selection criteria; determination of classification appeals; etc.	US or position abolished + 4 years.  By regulation - 40 TAC 815.106(i).  133
GR1050-26b	<b>POSITION DESCRIPTION, CLASSIFICATION, AND STAFF MONITORING RECORDS</b>	Position staffing and vacancy reports.	US.
GR1050-26c	<b>POSITION DESCRIPTION, CLASSIFICATION, AND STAFF MONITORING RECORDS</b>	Personnel requisitions.	2 years.
*GR1050-27	<b>REDUCTION IN FORCE PLANS</b>	Reduction in force plans and any related documentation.	US, or if implemented, 2 years from date of last reduction in force action under the plan.

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Record Title	Record Description	Retention Period	Remarks
GR1050-28	TRAINING AND EDUCATIONAL ACHIEVEMENT RECORDS		For other records relating to aptitude or skills tests <b>required</b> of job applicants or of current personnel to qualify for promotion or transfer see item number GR1050-02.
GR1050-28a	TRAINING AND EDUCATIONAL ACHIEVEMENT RECORDS	Certificates of completion, transcripts, test scores, or similar records documenting the training, testing, or continuing education achievements of an employee if such training or testing is required for the position held or if the educational or skill attainment or enhancement affects or could affect career advancement in the local government or, in the case of licensed or certified personnel (e.g., school professionals, firefighters, police officers, health care professionals), in other governments or the private sector.	<b>Retention Note:</b> If information concerning training or testing (e.g., test scores) is transferred to an Employee Service Record (item number GR1050-12), the document from which the information is taken need be retained for only 2 years.
GR1050-28b	TRAINING AND EDUCATIONAL ACHIEVEMENT RECORDS	Records documenting the planning, development, implementation, administration and evaluation of in-house training programs.	2 years. 134
GR1050-28c	TRAINING AND EDUCATIONAL ACHIEVEMENT RECORDS	Training manuals, syllabuses, course outlines, and similar training aids used in in-house training programs.	US, expired, or discontinued + 2 years.
GR1050-28d	TRAINING AND EDUCATIONAL ACHIEVEMENT RECORDS	Skill or achievement measurement records of a training group or class as a whole (e.g., rosters with scores).	<b>Retention Note:</b> If the only information documenting the in-house training of an employee of the types described in (a) is contained in the measurement records of a group or class as a whole, the group records must be retained for the date of separation + 5 years for all employees included in the group records.
GR1050-29	UNEMPLOYMENT COMPENSATION CLAIMS RECORDS	Unemployment claims, pertinent correspondence, and similar records documenting unemployment compensation cases.	After closed + 5 years.
*GR1050-30	VERIFICATIONS OF EMPLOYMENT		3 years from hire or 1 year after separation, whichever By regulation - 8 CFR 274a.2(b)(2)(i)(A) and (c)(2)

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	Record Title	Record Description	Retention Period	Remarks
	ELIGIBILITY ( Form I-9)		later.	<b>Retention Note:</b> If a former employee is rehired and a Form I-9 is still on file for the employee, the 3-year retention period dates from date of first hire.
GR1050-31	WORK SCHEDULES	Work, duty, shift, crew, case schedules, rosters, or assignments <b>except</b> work schedules includable in item number GR1050-56.	1 year.	
*GR1050-32	WORKERS COMPENSATION CLAIM RECORDS	Records of accidents to or job-related illnesses of employees.		<b>Retention Note:</b> Refer to GR1050-22b(1) for any medical or exposure records created or collected.
*GR1050-32a	WORKERS COMPENSATION CLAIM RECORDS	Initial and supplemental incident forms, reports, or logs.	CE + 5 years.	By regulation - 29 CFR 1904.33. <b>Retention Note:</b> If a claim is filed as a result of the accident or illness any forms or reports related to the incident must be retained under GR1050-32b.
*GR1050-32b	WORKERS COMPENSATION CLAIM RECORDS	Records of workers compensation claims filed by employees, including any reports or investigations used to determine eligibility.  (1) If the local government is self-insured.  (2) If the local government is not self-insured.	CE of closure of claim + 50 years.  CE + 5 years.	135
GR1050-33	FINANCIAL DISCLOSURE STATEMENTS	Financial disclosure statements of officers and/or employees of a local government required by Local Government Code Section 145.007(c) or 159.007(c).	Date of separation + 2 years.	By law – Local Government Code, Section 145.007(c); 159.007(c). <b>Retention Notes:</b> a) For campaign contribution and expenditure statements see item number EL3125-01 in Local Schedule EL (Records of Elections and Voter Registration).  b) See item number EL3125-04 for financial disclosure statements of local government candidates.

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Record Title	Record Description	Retention Period	Remarks
GR1050-34	<b>PUBLIC ACCESS OPTION FORMS</b>	Form completed and signed by employee or official, or former employee or official, electing to keep home address, home telephone number, social security number, and family information open or confidential under the Public Information Act, Government Code 552.024.	<b>Retention Note:</b> The last public access option form completed by an employee prior to termination of employment must be retained as part of the Employee Service Record (see record number GR1050-12 in this schedule).
GR1050-35	<b>EMPLOYEE EXIT INTERVIEWS</b>	Records of interviews and other supporting documentation conducted at time of employee termination.	Date of separation + 2 years.
GR1050-36	<b>CRIMINAL HISTORY CHECKS</b>	Used for condition of or in conjunction with employment application.	End of employee's probationary period or after immediate purpose has been fulfilled, as applicable.  <b>Retention Note:</b> A local government that is authorized to obtain criminal history recorded information from the Texas Department of Public Safety must refer to Subchapter F, Chapter 411, Government Code for appropriate retention and use of this information.
*GR1050-37	<b>EMPLOYEE ACKNOWLEDGEMENT FORMS</b>	Employee acknowledgement forms or other documentation that show proof of receipt and awareness of local government policies and procedures.	US or date of separation +2 years, as applicable.  <b>Retention Note:</b> See item number GR1050-08b for acknowledgement forms of pension and deferred compensation policies and procedures.
GR1050-38	<b>UNSOLICITED RÉSUMÉS</b>	Unsolicited résumés received by local governments not used in the employment selection process.	AV.  <b>Retention Note:</b> See item number GR1050-14 for résumés, whether solicited or unsolicited, that are used in any way in the employment selection process.
GR1050-39	<b>VOLUNTEER SERVICE FILES</b>	Information about individual volunteers and duties they perform.	US or date of separation + 3 years.
*GR1050-40	<b>APPLICATIONS FOR PERMANENT EMPLOYMENT CERTIFICATION (ETA Form 9089)</b>	Includes applications and supporting documentation, including employment applications, summaries of recruitment efforts, job postings, newspaper advertisements, job orders with the Texas Workforce Commission, and correspondence with the U.S. Department of Labor and attorneys.	Date of filing of application + 5 years.

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Record Title	Record Description	Retention Period	Remarks
*GR1050-41	<b>OUTSIDE/SECONDARY EMPLOYMENT AUTHORIZATIONS</b>	Personnel forms requesting permission to perform at a job outside of the local government.	Date of separation or until superseded + 2 years, as applicable.
*GR1050-42	<b>LICENSE AND DRIVING RECORD CHECKS</b>		US or date of separation. <b>Retention Note:</b> See item number SD3500-03c for driving record checks of school bus drivers.
*GR1050-43	<b>LABOR STATISTICS REPORTS</b>	Reports providing statistical information on labor force.	3 years.
*GR1050-44	<b>AMERICANS WITH DISABILITIES ACT (ADA) DOCUMENTATION</b>	Self evaluations and plans documenting compliance with the requirements of the Americans with Disabilities Act.	3 years. By regulation - 28 CFR 35.105(c).
GR1050-50	<b>DEDUCTION AUTHORIZATIONS</b>	Documentation used to start, modify, or stop all voluntary or required deductions from payroll, including orders of garnishment or other court-ordered attachments.	4 years after separation or 4 years after amendment, expiration, or termination of authorization, whichever sooner.
GR1050-51	<b>DIRECT DEPOSIT APPLICATIONS/ AUTHORIZATIONS</b>		US or date of separation, as applicable. 137
GR1050-52	<b>EARNINGS AND DEDUCTION RECORDS</b>		
GR1050-52a	<b>EARNINGS AND DEDUCTION RECORDS</b>	A record containing the following payroll information on each employee: name, last known address and social security number, amount of wages paid to the employee for each payroll period, including all deductions, and date of payment.	Retention of any one of the following records for 5 years by school districts or 4 years by other local governments will satisfy the retention requirement:  1) Individual employee earnings card or record that shows earnings and deductions for each pay period.  2) Master payroll register which shows earnings and deductions for each pay period.  By regulation - 20 CFR 404.1225(b) (3) and 40 TAC 815.106(i).

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Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
GR1050-52b	EARNINGS AND DEDUCTION RECORDS	A record containing the following minimum pension and deferred compensation information on each employee: name, date of birth, social security number, and amount of pension and deferred compensation	The retention of any one of the following for date of separation + 75 years will satisfy the retention requirement: 1) Individual employee earnings card or record as in (a)(1).
GR1050-52b (continued)	EARNINGS AND DEDUCTION RECORDS		<p>2) Employee Service Record (see item number GR1050-12) <b>if</b> it contains the prescribed pension and deferred compensation deduction data.</p> <p>3) Master payroll register, or the final year-to-date register of each calendar year, <b>if</b> the register shows <b>all</b> persons employed during the year from whose wages, pension, and deferred compensation deductions were made.</p> <p>4) Pension and deferred compensation deduction register, or the final year-to-date pension deduction register of each calendar year, <b>if</b> the register lists <b>all</b> persons employed during the year from whose wages pension and deferred compensation deductions were made.</p>

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title		Record Description	Retention Period	Remarks
			5) Copies of annual or other periodic statements furnished to each employee detailing the deductions and contributions to a pension or deferred compensation plan during the past year or period.	
GR1050-52c	EARNINGS AND DEDUCTION RECORDS	Master payroll register, including year-to-date registers, <b>if not used</b> to satisfy either of the retention requirements set in (a) or (b).	FE + 5 years	
GR1050-52d	EARNINGS AND DEDUCTION RECORDS	Subsidiary payroll registers, <b>if not used</b> to satisfy either of the retention requirements set in (a) or (b). (1) If data contained in the subsidiary payroll register <b>is not</b> contained in the master payroll register. (2) If data contained in the subsidiary payroll register <b>is</b> contained in the master payroll register.	FE + 5 years  AV.	139
GR1050-52e	EARNINGS AND DEDUCTION RECORDS	Copies of annual or other periodic statements furnished to each employee detailing the deductions and contributions to a pension or deferred compensation plan during the past year or period, <b>if not used</b> to satisfy the retention requirement set in (b).	2 years.	
GR1050-52f	EARNINGS AND DEDUCTION RECORDS	Payroll adjustment records, including transaction registers, authorizations, and similar records authorizing and detailing adjustments to payroll records because of overpayment, underpayment, etc.	FE + 5 years	
GR1050-53	FEDERAL AND STATE TAX FORMS AND REPORTS			

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Record Title	Record Description	Retention Period	Remarks
GR1050-53a	<b>FEDERAL AND STATE TAX FORMS AND REPORTS</b>	Forms used to determine withholding from wages and salaries for payroll tax purposes (W-4 Forms).	4 years after separation or 4 years after form amended, whichever sooner.  By regulation - 20 CFR 404.1225(b) (3), 26 CFR 31.6001-1(e) (2) for federal forms and by authority of this schedule for any state forms.
GR1050-53b	<b>FEDERAL AND STATE TAX FORMS AND REPORTS</b>	Forms and reports used to report the collection, distribution, deposit, and transmittal of payroll or unemployment taxes (W-2, 1099).	4 years after tax due date or date tax paid, whichever later.  By regulation - 20 CFR 404.1225(b) (3), 26 CFR 31.6001-1(e) (2) for federal forms and by authority of this schedule for state forms.
GR1050-54	<b>LEAVE RECORDS</b>		
GR1050-54a	<b>LEAVE RECORDS</b>	A record containing a record of the unused accumulated sick leave of each employee if (1) all or a percentage of accumulated sick leave is used to calculate length of service and/or (2) accumulated sick leave is creditable to an employee if rehired.	<p>The retention of any one of the following for date of separation + 75 years will satisfy the retention requirement:</p> <p>1) Individual employee earnings card or record as described in item number GR1050-52a if it also contains accumulated sick leave data.</p> <p>2) Employee Service Record (see item number GR1050-12) if it contains the accumulated sick leave data prescribed.</p> <p>3) Copy of the final time summary or leave status report, as noted in (d), of each separated employee.</p> <p style="text-align: right;">140</p>
GR1050-54b	<b>LEAVE RECORDS</b>	Requests and authorizations for vacation, compensatory, sick, Family and Medical Leave Act (FMLA), and other types of authorized leave, and supporting documentation.	FE + 5 years  By regulation – 29 CFR 825.500.
GR1050-54c	<b>LEAVE RECORDS</b>	Leave or hours-to-date registers.	FE + 5 years

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Record Title	Record Description	Retention Period	Remarks
GR1050-54d	LEAVE RECORDS	Copies of periodic time summary or leave status reports furnished to each employee containing information on vacation, sick, compensatory, or other leave earned and used, including the final report of separated employees <b>if they are not used</b> to satisfy the retention requirement set in (a).	2 years.
GR1050-55	PAYROLL ACTION OR INFORMATION NOTICES	Documents used by payroll officers to create or change information in the payroll records of individual employees <b>except</b> deduction authorizations (see item number GR1050-50) and federal tax forms [see item number GR1050-53(a)].	
*GR1050-55a	PAYROLL ACTION OR INFORMATION NOTICES	Documents concerning hiring, termination, transfer, pay grade, position or job title, name changes, etc.	2 years from the date of creation or personnel action involved, whichever is later.  <b>Retention Note:</b> Refer to GR1050-12 in this schedule as some information must be kept in Employee Service Record.
GR1050-55b	PAYROLL ACTION OR INFORMATION NOTICES	Documents concerning adjustments to payroll and leave status.	FE + 3 years.  <b>Retention Note:</b> Refer to GR1050-12 in this schedule as some information must be kept in Employee Service Record.
GR1050-56	TIME AND ATTENDANCE REPORTS	Time cards or sheets, including work schedules and documentation evidencing adherence to or deviation from normal hours for those employees working on fixed schedules.	4 years.  By regulation - 40 TAC 815.106(i).
GR1050-57	TIME CHANGE RECORDS	Requests and authorizations for overtime, time trading, and other actions that affect normal work time <b>except</b> leave requests [see item number GR1050-54(c)].	2 years.
GR1050-58	REIMBURSABLE ACTIVITIES, REQUESTS AND AUTHORIZATIONS TO ENGAGE IN	Requests and authorizations for travel; participation in educational programs, workshops, or college classes; or for other <i>bona fide</i> work-related activities in which the expenses of an employee are defrayed or reimbursed.	FE + 5 years
GR1050-59	WAGE AND SALARY RATE TABLES		

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Record Title	Record Description	Retention Period	Remarks	
GR1050-59a	WAGE AND SALARY RATE TABLES	If wage or salary rate for each position listed on an Employee Service Record (see item number GR1050-12) is expressed in dollars.	2 years after last effective date.	By regulation - 29 CFR 516.6(a)(2).
GR1050-59b	WAGE AND SALARY RATE TABLES	If wage or salary rate for each position listed on an Employee Service Record (see item number GR1050-12) is indicated by grade or step number only.	Date of separation + 75 years.	

**GR/PURCHASING RECORDS**

GR/PURCHASING RECORDS				
GR1075-01	BIDS AND BID DOCUMENTATION			
GR1075-01a	BIDS AND BID DOCUMENTATION	Successful bids and requests for proposals, including invitations to bid, bid bonds and affidavits, bid sheets, and similar supporting documentation.	FE of award + 5 years	<b>Retention Note:</b> If a formal written contract is the result of a successful bid or request for proposal, the successful bid or request for proposal and its supporting documentation must be retained for the same period as the contract. See item number GR1000-25.
GR1075-01b	BIDS AND BID DOCUMENTATION	Unsuccessful bids.	2 years.	142
GR1075-01c	BIDS AND BID DOCUMENTATION	Requests for informal bid estimates, quotes, or responses from providers for the procurement of goods or services for which state law or local policy does not require the formal letting of bids.	1 year.	
GR1075-01d	BIDS AND BID DOCUMENTATION	Requests for information (RFI) preliminary to the procurement of goods or services by direct purchase or bid.	AV after date of direct purchase, issuance of request for bids, or decision not to proceed with the procurement, as applicable.	
*GR1075-02	PARTS AND SUPPLIES INVENTORY RECORDS	Inventories of parts and supplies.	1 year.	
GR1075-03	PURCHASE ORDER AND RECEIPT RECORDS			
GR1075-03a	PURCHASE ORDER AND RECEIPT RECORDS	Purchase orders, requisitions, and receiving reports.	FE + 5 years	

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Record Title	Record Description	Retention Period	Remarks
GR1075-03b	PURCHASE ORDER AND RECEIPT RECORDS	Purchasing log, register, or similar record providing a chronological record of purchase orders issued, orders received, and similar data on procurement status.	FE + 3 years.
GR1075-03c	PURCHASE ORDER AND RECEIPT RECORDS	Packing slips and order acknowledgments.	AV.
GR1075-03d	PURCHASE ORDER AND RECEIPT RECORDS	Vendor and commodity lists.	US.
GR1075-04	W-9 FORM - REQUEST FOR TAXPAYER IDENTIFICATION NUMBER (TIN) AND CERTIFICATION	W-9 IRS Form used to request a taxpayer identification number (TIN) for reporting information to IRS. This includes W-9 forms received by local governments from vendors.	Date account is opened or date instrument purchased + 3 years. By regulation - 26 CFR 31.3406(h)-3(g).

GR/EQUIPMENT MANAGEMENT RECORDS			
GR1075-15	ACCIDENT AND DAMAGE REPORTS (PROPERTY)	Reports of accidents or damage to facilities, vehicles, or equipment if no personal injury is involved.	3 years. <b>Retention Note:</b> For accident reports involving personal injury see item numbers GR1000-20 and GR1050-32.
GR1075-16	CONSTRUCTION PROJECT RECORDS		
*GR1075-16a	CONSTRUCTION PROJECT RECORDS	Records concerning the planning, design, construction, conversion, or modernization of local government-owned facilities, structures, infrastructure (i.e. electrical lines, underground water lines), and systems, including feasibility, screening, and implementation studies; topographical and soil surveys and reports; architectural and engineering drawings, elevations, profiles, blueprints, and as-builts; inspection and investigative reports; laboratory test reports; environmental impact statements; construction contracts and bonds; correspondence; and similar documentation <b>except as described in (b), (c) or (d).</b>	LA + 10 years. <b>Retention Notes:</b> a) Review before disposal; some records may merit PERMANENT retention for historical reasons. b) If a structure, facility, or system is sold or transferred to another person or entity, the local government must retain the original records relating to its construction to fulfill retention requirements. Copies of the records may be given to the person or entity to which the structure, facility, or system is sold or transferred. c) Records of the types described relating to places eligible for or already listed as historic by national, state, or local organizations or authorities must be retained PERMANENTLY.

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Record Title	Record Description	Retention Period	Remarks
*GR1075-16b	<b>CONSTRUCTION PROJECT RECORDS</b>	Records of the types described in GR1075-16a relating to the construction of prefabricated storage sheds, bus shelters, parking lot kiosks, non-structural recreational facilities such as baseball diamonds and tennis courts, and similar structures and facilities.	<p>Completion of the project + 10 years.</p> <p><b>Retention Notes:</b> a) Review before disposal; some records may merit <b>PERMANENT</b> retention for historical reasons. Records relating to construction of some of the described structures will have historical value if they are closely associated with a major structure as described in GR1075-16a. For example, records relating to the construction of gazebos, fountains, walls, or statuary located on the grounds of a county courthouse are part of the landscape of the courthouse and its grounds and should be retained <b>PERMANENTLY</b>.  b) Records of the types described relating to places eligible for or already listed as historic by national, state, or local organizations or authorities must be retained <b>PERMANENTLY</b>.  c) If the construction of a structure described in GR1075-16b includes infrastructure (i.e. electrical lines, underground water lines, etc.), records of the infrastructure must be maintained <b>Life of Asset + 10 years.</b></p> <p style="text-align: right;">144</p>
*GR1075-16c	<b>CONSTRUCTION PROJECT RECORDS</b>	Records relating to construction projects described in GR1075-16a and GR1075-16b, that are transitory or of ephemeral relevance, and are not required for maintaining, modifying, and repurposing the building or structure. Records may include, but are not limited to, records of architectural and engineering draft design plans and specifications that precede the signed and sealed versions, , delivery tickets for expendable products, daily work reports, etc.	<p>5 years.</p> <p><b>Retention Note:</b> Records of the types described relating to places eligible for or already listed as historic by national, state, or local organizations or authorities must be retained <b>PERMANENTLY</b>.</p>
*GR1075-16d	<b>CONSTRUCTION PROJECT RECORDS</b>	Line Locate Requests, Call Before You Dig records, or other similar records documenting requests for information regarding locations of the underground cable or utility lines.	<p>Completion of project requiring the locate request + 2 years.</p> <p><b>Retention note:</b> If damage to utility lines becomes subject to litigation, the locate records must be retained in accordance with GR1000-31 (Litigation Case Files).</p>
GR1075-17	<b>LOST AND STOLEN PROPERTY REPORTS</b>		<p>FE + 3 years.</p>

Approved 12/18/2019

R1.0 3/22/2023

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
GR1075-18	MAINTENANCE, REPAIR, AND INSPECTION RECORDS	Records documenting the maintenance, repair, and inspection of facilities, vehicles, and equipment.	<b>Retention Note:</b> This record group schedules records of maintenance and repair to general-purpose vehicles, office equipment, and office facilities. For retention requirements for the maintenance and repair of specialized vehicles (e.g., police cars, school buses), equipment (e.g., traffic lights), or facilities (e.g., wastewater treatment plants) see other commission schedules.
GR1075-18a	MAINTENANCE, REPAIR, AND INSPECTION RECORDS	Vehicles and equipment. (1) Routine inspection records. (2) Maintenance and repair records.	1 year. Life of asset. <b>Retention Note:</b> If a vehicle is salvaged as the result of an accident, the maintenance and repair records for the vehicle must be retained for date of salvage + 1 year.
GR1075-18b	MAINTENANCE, REPAIR, AND INSPECTION RECORDS	Facilities. (1) Routine cleaning, janitorial, and inspection work. (2) All other facility maintenance, repair and inspection records (including those relating to plumbing, electrical, fire suppression, and other infrastructural systems).	1 year. 5 years. <b>Retention Note:</b> Records of the types described relating to government-owned structures or places eligible for or already listed as historic by national, state, or local organizations or authorities must be retained <b>PERMANENTLY.</b>
*GR1075-19	SERVICE REQUESTS/WORK ORDERS	Requests or work order for repairs or maintenance to facilities, vehicles, or equipment.	2 years. <b>Retention Note:</b> If work orders serve as the only form of record documenting repairs to vehicles or equipment [see item number GR1075-18(a)] they must be retained for the life of the vehicle or equipment.
GR1075-20	USAGE REPORTS	Reports of usage of facilities, vehicles, and equipment.	
*GR1075-20a	USAGE REPORTS	Any type of usage report (e.g., mileage, fuel consumption, copies run) <b>if</b> such reports are the basis for allocating costs, for determining payment under rental or lease agreements, etc.	FE + 5 years
*GR1075-20b	USAGE REPORTS	Reservation logs or similar records relating to the use of facilities such as meeting rooms, auditoriums, etc. by the public or other governmental agencies.	2 years.

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
*GR1075-20c	USAGE REPORTS	Usage reports compiled for purposes other than those noted in (a) or (b).	1 year.
GR1075-21	VEHICLE OR EQUIPMENT ASSIGNMENT RECORDS	Assignment logs, authorizations, and similar records relating to the assignment and use of government-owned vehicles or equipment by employees.	After return or reassignment + 2 years.
GR1075-22	VISITOR CONTROL REGISTERS	Logs, registers, or similar records documenting visitors to limited access or restricted areas.	3 years. <b>Retention Note:</b> If the visitor control register is needed as part of an investigation it should be retained with the investigation case file PS4125-05.
*GR1075-23	VEHICLE AND EQUIPMENT WARRANTIES	Warranties for vehicles and equipment.	Expiration of warranty + 1 year.
GR1075-24	VEHICLE TITLES AND REGISTRATIONS	Vehicle titles and registrations of government-owned vehicles.	LA.
GR1075-25	SURVEILLANCE VIDEOS	Video surveillance for, but not limited to, security of property and persons.	AV. <b>Retention Note:</b> If the surveillance video is needed as part of an investigation it should be retained with the investigation case file PS4125-05.
*GR1075-26	EQUIPMENT MANUALS	Equipment manuals, owner's manuals, instructional manuals, or other similar documentation for government owned equipment, <b>except</b> for equipment manuals noted elsewhere in this schedule or other schedules adopted by the commission.	LA. 146

**GR/COMMUNICATIONS RECORDS**

GR1075-40	POSTAL AND DELIVERY SERVICE RECORDS		
GR1075-40a	POSTAL AND DELIVERY SERVICE RECORDS	Meter and permit usage records.	1 year.
GR1075-40b	POSTAL AND DELIVERY SERVICE RECORDS	Registered, certified, insured, and special delivery mail receipts and similar records of transmittal by express or delivery companies.	1 year.
GR1075-41	TELEPHONE LOGS OR ACTIVITY REPORTS	Registers or logs of telephone calls and fax transmissions made and similar activity reports.	
GR1075-41a	TELEPHONE LOGS OR ACTIVITY REPORTS	If the log, report, or similar record is used for cost allocation purposes.	FE + 5 years

**Marathon Independent School District  
Local Government Records Control Schedule**

<b>Record Title</b>	<b>Record Description</b>	<b>Retention Period</b>	<b>Remarks</b>	
GR1075-41b	TELEPHONE LOGS OR ACTIVITY REPORTS	If the log, report, or similar record is used for internal control purposes other than cost allocation.	1 year.	
*GR1075-42	E-RATE RECORDS	E-Rate is the Schools and Libraries Program of the Universal Service Fund that provides discounts to schools and libraries for telecommunications and Internet access. E-Rate is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communication Commission (FCC). All records related to the application for, receipt, and delivery of discounted telecommunications and other supported services.	FE + 10 years.	By regulation - 47 CFR 54.516.
*GR1075-43	DIRECTORY INFORMATION	Mailing addresses, telephone or fax numbers, or email addresses, or other contact information maintained by a local government on its employees or persons it serves.	US, expired, or discontinued.	147

**GR/WORKPLACE SAFETY RECORDS**

GR5750-01	BLOODBORNE PATHOGEN TRAINING RECORDS	Records of training given to employees with exposure to bloodborne pathogens showing the dates of training sessions, contents or summaries of the sessions, names and job titles of those who received training, and names and qualifications of instructors.	3 years.
GR5750-02	FACILITY CHEMICAL LISTS	Copies of tier two forms containing information of hazardous chemicals present in local government facilities submitted to the fire chief of the fire department having jurisdiction over the facilities and to the Texas Department of State Health Services as required by Health and Safety Code, Section 506.006.	30 years.

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
GR5750-03	<b>HAZARD COMMUNICATION PLANS</b>	Plans describing how criteria of the Hazard Communications Act (Chapter 502, Health and Safety Code) with regard to the education and training of employees will be met.	US + 5 years. By law - Health and Safety Code, Section 502.009(g).
GR5750-04	<b>HAZARDOUS MATERIALS TRAINING RECORDS</b>	Records of training given to employees in a hazard communications program showing the date of each training session, subjects covered during the session, rosters of employees who attended, and the names of instructors.	5 years. By law - Health and Safety Code, Section 502.009(g).
GR5750-05	<b>MATERIAL SAFETY DATA SHEETS (MSDS)</b>	Material safety data sheets (MSDS) supplied to local government employers by manufacturers or distributors of hazardous chemicals.	AV after receipt of updated sheet or the hazardous chemical is no longer present in the local government, as applicable.
GR5750-06	<b>WORKPLACE CHEMICAL LISTS</b>	Lists of hazardous chemicals, including superseded lists, compiled and maintained by local governments in accordance with the Health and Safety Code, Section 502.005.	30 years. By law - Health and Safety Code, Section 502.005(d)148  <b>Retention Note:</b> State law (Health and Safety Code, Section 502.005(d)) provides that if a local government is dissolved (e.g., a municipality through disincorporation), it shall send the workplace chemical lists in its possession to the director of the Texas Department of State Health Services.
*GR5750-07	<b>DISASTER PREPAREDNESS AND RECOVERY PLANS</b>	Disaster preparedness, continuity of operations, business continuity, or other plans used to prepare for or respond to emergencies or disasters.	US.

**GR/INFORMATION TECHNOLOGY**

GR5800-01	<b>AUDIT TRAIL RECORDS</b>	Files needed for electronic data audits such as files or reports showing transactions accepted, rejected, suspended, and/or processed; history files/tapes; records of on-line updates to application files or security logs.	Until audit requirements met.
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**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
GR5800-02	<b>FINDING AIDS, INDEXES, AND TRACKING SYSTEMS</b>	Automated indexes, lists, registers, and other finding aids used to provide access to the hard copy and electronic records.	Until the related hard copy or electronic records have been destroyed.
GR5800-03	<b>HARDWARE DOCUMENTATION</b>	Records documenting operational and maintenance requirements of computer hardware such as operating manuals, hardware/operating system requirements, hardware configurations, and equipment control systems.	Until electronic records are transferred to and made usable in a new hardware environment, or there are no electronic records being retained to meet an approved retention period that require the hardware to be retrieved and read. <b>Retention Note:</b> If the retention period of electronic records is extended to meet requirements of an audit, litigation, Public Information Act request, etc., any hardware documentation required to retrieve and read the records must also be retained for the same period.
*GR5800-04	<b>INFORMATION SYSTEM/Database RECORDS</b>	Relatively long-lived computer files, including databases, containing organized and consistent sets of complete and accurate electronic records.	Until electronic records are transferred to and made usable in a new system environment, or the files have met a retention period established in this or other commission schedule, whichever sooner. <b>Retention Notes:</b> a) The need to retain "snapshots" of some continuing information systems or databases should be carefully evaluated. For example, if a Geographic Information System has only current mapping information, historical versions of zoning changes would need to be maintained for long-term legal and historical value. b) Records managers should ensure that snapshots which support records on this or other commission schedules are retained for the full retention period of the records they support.
*GR5800-05	<b>PROCESSING RECORDS</b>	Electronic files used to produce or modify an information system or database, including, but not limited to, work files, maintenance and test files, print files, and intermediate input/output records.	Until electronic records are transferred to and made usable in a new system environment, or the files have met a retention period established in this or other commission schedule, whichever sooner. <b>Retention Note:</b> Routine or benchmark files used to test system performance and files which facilitate processing of a particular job or system run, but which do not add to, delete from, or substantially modify information in an information system or database need be retained only as long as administratively valuable.

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
*GR5800-06	<b>SOFTWARE PROGRAMS</b>	Automated software applications and operating system files including job control language, etc.	Until electronic records are transferred to and made usable in a new software environment, or there are no electronic records being retained to meet an approved retention period that require the software to be retrieved and read.
*GR5800-08	<b>TECHNICAL DOCUMENTATION</b>	Records adequate to specify all technical characteristics necessary for reading or processing of electronic records and their timely, authorized disposition. Includes documentation describing how a system operates and which is necessary for using the system such as user guides, system or sub-system definitions, system specifications, input and output specifications, and system flow charts; program descriptions and documentation such as program flowcharts, program maintenance logs, change notices, and other records that document modifications to computer programs; and data documentation necessary to access, retrieve, manipulate and interpret data in an automated system such as a data element dictionary, file layout, code book or table, and other records that explain the meaning, purpose, structure, logical relationships, and origin of the data elements.	Until electronic records are transferred to and made usable in a new hardware or software environment with new documentation, or there are no electronic records being retained to meet an approved retention period that require the documentation to be retrieved and read.
*GR5800-09	<b>AUTOMATED PROGRAM LISTING / SOURCE CODE</b>	Automated program code and builds which generate the machine-language instructions used to operate software programs.	Until superseded or software program no longer used, whichever sooner.

**Retention Note:** If the retention period of electronic records is extended to meet requirements of an audit, litigation, Public Information Act request, etc. any software program required to retrieve and read the records must also be retained for the same period.

**Retention Note:** If the retention period of electronic records is extended to meet requirements of an audit, litigation, open records action, etc. any technical documentation required to retrieve and read the records must also be retained for the same period.

**GR/COMPUTER OPERATIONS AND TECHNICAL SUPPORT RECORDS**

*GR5825-01	<b>SYSTEM SECURITY RECORDS</b>		
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**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
*GR5825-01a	<b>SYSTEM SECURITY RECORDS</b>	Records created for security purposes to control or monitor individual access to a system and its data, including but not limited to user account records, security login information, and password files.	US, date of expiration, or date of separation + 2 years, as applicable.
*GR5825-01b	<b>SYSTEM SECURITY RECORDS</b>	Records used to control and monitor the security of a system and its data, including vulnerability scans, intrusion tests, malicious code detection tests, threat and risk assessments, technical security reviews, patch management logs, intrusion detection logs, firewall logs, and related records. Records documenting incidents and investigations involving unauthorized attempted entry, probes and/or attacks on information systems or networks.	AV.
GR5825-02	<b>BATCH DATA ENTRY CONTROL RECORDS</b>	Forms and logs used to reconcile batches submitted for processing against batches received and processed.	AV after reconciliation confirmed. 151
GR5825-03	<b>CHARGEBACK RECORDS TO DATA PROCESSING SERVICES USERS</b>	Records used to document, calculate costs, and bill program units for computer usage and data processing services. These records are also used for cost recovery, budgeting, or administrative purposes.	FE + 5
GR5825-04	<b>COMPUTER JOB SCHEDULES AND REPORTS</b>	Schedules or similar records showing computer jobs to be run and other reports by computer operators or programmers of work performed.	90 days.
GR5825-06	<b>DATA PROCESSING PLANNING RECORDS</b>	Reports, studies, analyses, projections, and similar records concerning the creation, development, or modification of data processing systems and services.	<b>Retention Note:</b> Review before disposal; some records of this type may merit <b>PERMANENT</b> retention for historical reasons.

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
GR5825-08	<b>ELECTRONIC MEDIA LIBRARY SYSTEM RECORDS</b>	Records used to control the location, maintenance, and disposition of media in an electronic media library <b>except</b> for records destruction documentation that is maintained permanently (see item number GR1000-40).	Until related records or media are destroyed or withdrawn from the library.
*GR5825-09	<b>DATA ENTRY DOCUMENTS</b>	Records or forms designed and used solely for data input and control <b>except</b> for data entry documents noted elsewhere in this schedule or other schedules adopted by the commission.	Until all data has been entered into the system and, if required, verified.
GR5825-10	<b>NETWORK CIRCUITS INVENTORIES</b>	Records containing information on network circuits used by the government including circuit number, vendor, type of connection, terminal series, software, contact person, and other relevant information about the circuit.	US.
GR5825-11	<b>NETWORK IMPLEMENTATION RECORDS</b>	Records used to implement a computer network including reports, diagrams of network, and wiring schematics.	US.
*GR5825-12	<b>Operating system and hardware conversion plans</b>	Records relating to the replacement of equipment or computer operating systems not included elsewhere in this schedule.	2 years after completion of conversion.
GR5825-13	<b>OUTPUT RECORDS FOR COMPUTER PRODUCTION</b>	Reports showing transactions that were accepted, rejected, suspended, and/or processed.	AV.
*GR5825-14	<b>QUALITY ASSURANCE RECORDS</b>	Information verifying the quality of system, hardware, or software operations including records of errors or failures and the loss of data resulting from such failures, documentation of abnormal termination and of error free processing, checks of changes put into production, transaction histories, and other records needed as an audit trail to evaluate data accuracy.	Until no longer needed as an audit trail.



**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
<b>EL/ELECTION RECORDS</b>			
EL3100-02	<b>ELECTION CONTRACTS</b>	Contracts, leases, or agreements for election services or the use of voting machines, including written approvals from the Secretary of State, if such approval is required.	4 years after the expiration or termination of the instrument according to its terms.  <b>Retention Note:</b> In counties, the retention period applies only to the copy of the contract maintained by the county elections officer. Copies of the contract filed with and maintained by the county treasurer, county auditor, or the county judge need only be retained as long as administratively valuable.
EL3100-03	<b>ELECTION MINUTES, NOTICES, AND ORDERS</b>		
EL3100-03a	<b>ELECTION MINUTES, NOTICES, AND ORDERS</b>	Minutes of governing body concerning elections.	<b>PERMANENT.</b>
*EL3100-03b	<b>ELECTION MINUTES, NOTICES, AND ORDERS</b>	Posted or published notices of election, including records (e.g., affidavits of publication, record of posting locations, or lists of voters to whom notices are mailed) which document the time, place, and manner of notice.	Election Day + 6 months  By law - Election Code, Section 4.005(d).  <span style="float: right;">154</span>
*EL3100-03c	<b>ELECTION MINUTES, NOTICES, AND ORDERS</b>	Election orders and proclamations. (1) Ordering an election. (2) Relating to multiple elections or election procedures (e.g., order adopting a voting system; order appointing a county elections administrator).	Election day + 6 months  AV if recorded in the minutes of the governing body; <b>PERMANENT</b> if not recorded.  By law - Election Code, Section 3.008(a).  <b>Retention Note:</b> Election Code Section 3.008(b) requires that the date and nature of an election ordered by a political subdivision be entered in the minutes of its governing body.
EL3100-04	<b>ELECTION OFFICER RECORDS</b>		<b>Retention Note:</b> Records in this group include any records of the types listed relating to early voting. For certificates of appointment of watchers see item number EL3100-10(a).
*EL3100-04a	<b>ELECTION OFFICER RECORDS</b>	Orders of appointment of election judges, including memoranda of emergency appointments, if applicable.  (1) Single election appointments.	Election day + 6 months.  By law - Election Code, Sections 32.007(c) and 32.008(c).

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
*EL3100-04a (continued)	ELECTION OFFICER RECORDS	(2) Term appointments.	Retain until end of term for which the appointment is made or follow the retention periods for Precinct Election Records of Election day + 6 months, in the last election in which the appointee serves under the order, whichever later.  By law - Election Code, Section 32.008(c).
EL3100-04b	ELECTION OFFICER RECORDS	Lists of recommended election judges or other officers.	AV after appointments made.
*EL3100-04c	ELECTION OFFICER RECORDS	Statements of compensation due election officers. (1) Originals. (2) Copies.	FE + 3 years.  Election day + 6 months  By law -Election Code, Section 32.094(e).
EL3100-05	ELECTION PETITIONS		2 years after election day if petition results in an election or 2 years after date of filing if no election results.  <b>Retention Notes:</b> a) This record group includes petitions for the formation of governments, local option elections (including applications), and such other issues permitted by law. It does not include petitions for a place on the ballot; see item number EL3125-02(a).  b) Some election petitions presented to commissioners' courts are required by law to be recorded by county clerks. The retention period applies only to filed copies of petitions. The retention period for recorded copies is that assigned in the Local Schedule CC (Records of County Clerks) to the record in which the petition is recorded.
EL3100-06	ELECTION RETURN RECORDS		See item number EL3100-10 for precinct level election returns.
*EL3100-06a	ELECTION RETURN RECORDS	County election returns (copies of reports submitted by county clerks or county election administrators to the Secretary of State).	Election day + 6 months.  By law - Election Code, Sections 67.007(e) and 67.008(d).

**Marathon Independent School District  
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Record Title	Record Description	Retention Period	Remarks
EL3100-06b	<b>ELECTION RETURN RECORDS</b>	Election return record or register maintained by local canvassing authorities.	<i>PERMANENT.</i> By law - Election Code, Section 67.006(e). <b>Retention Note:</b> If the tabulation of election returns by a canvassing authority is done in a separate document rather than being entered directly into the election record or register, the separate tabulation must be retained for 22 months after election day in accordance with Election Code, Section 67.004(e).
EL3100-08b	<b>PRECINCT BOUNDARY RECORDS</b>	Maps of precinct boundary changes.	One copy of each <i>PERMANENT.</i>
EL3100-10	<b>PRECINCT ELECTION RECORDS</b>		
*EL3100-10a	<b>PRECINCT ELECTION RECORDS</b>	All of the following: signature rosters; combination forms; provisional ballot lists; provisional ballot affidavit envelopes; summaries of provisional ballots cast; certificates of appointment of watchers; precinct returns; ballot registers/tally lists; voted, spoiled, defective, unused, undistributed, and specimen ballots; record of incorrect ballots destroyed; redistributed ballot receipts; ballot distribution record; unofficial tabulation of ballot results; official tabulation of precinct results; voting machine inspection and testing records; notice of voting machine inspections; voting machine opening and closing certificates; paper ballot write-in affidavits; voting machine printouts; ballot box seal record; ballot box certificates and seals; ballot box receipts; certificate of successful and records of unsuccessful tests of automatic tabulating equipment; testing ballots, and requests for and retractions of, if applicable, extension of security period on voting machines. This series includes any records of the types listed relating to early voting.	In addition to the general retention period set for precinct election records in Election Code, Section 66.058 (see retention note on page 5), the following provisions affirm the same retention period: Election Code, Sections 51.007(b), 51.008(d), 52.0064(d), 52.007(c), 66.056(d), 67.004(f), 125.064, 127.064(c), 127.068(a, d), 127.099(b), 146.031(e), and 172.116(e). 156

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
*EL3100-10a (continued)	PRECINCT ELECTION RECORDS	In an election <b>not</b> involving a federal office.	Election day + 6 months.  <b>Retention Note:</b> If new ballots are prepared to correct mistakes, the incorrect ballots <b>must</b> be destroyed in accordance with the provisions of Election Code, Section 52.0064.
EL3100-10b	PRECINCT ELECTION RECORDS	Voter registration lists (original, revised original, and supplemental) and registration corrections lists, including those used in early voting.  (1) Arising from elections held prior to March 1, 1986. (2) Arising from elections held on March 1, 1986 or later.	See Part 3 of this schedule.  <b>Retention Note:</b> Lists of registered voters used in primary elections prior to September 1, 1987 and maintained by the general custodian of election records may be destroyed at option. Such lists used in primary elections after September 1, 1987 are returned to the voter registrar. See item number EL3150-06(d).  AV Returned to voter registrar.  157
*EL3100-10c	PRECINCT ELECTION RECORDS	Poll lists.	Election day + 6 months.  By law - Election Code, Section 66.058 (a, g). <b>Retention Note:</b> It is an exception to the retention period given for this record that one copy of each poll list used in a <b>primary election</b> held in 1986 and subsequent years must be retained by the general custodian of election records until the end of the year in which the primary election is held. By law - Election Code, Section 172.114.
*EL3100-10e	PRECINCT ELECTION RECORDS	Lists of certified write-in candidates.	Election day + 6 months.  By law - Election Code, Section 146.031(e).
EL3100-11	RECOUNT RECORDS		
*EL3100-11a	RECOUNT RECORDS	Recount reports (of both recount committees and recount supervisors, including associated tally lists).	Election day + 6 months.  By law - Election Code, Sections 213.012(c) and 213.055(c).

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
*EL3100-11b	<p><b>RECOUNT RECORDS</b></p> <p>Records relating to the request for and conduct of a recount, including all of the following: initial, expedited, and supplementary recount petitions, with associated amendments, affidavits, and certifications; applications for inclusion of remaining paper ballot precincts; recount notices and other notices involved in the conduct of recounts; requests for specific counting method; records of recount costs; and recount cost statements.</p> <p>(1) Records of the type described maintained by a person serving <b>only</b> as recount coordinator or by a person serving as <b>both</b> recount coordinator and recount supervisor.</p> <p>(2) Records of the type described maintained by a person serving as recount supervisor <b>only</b>.</p>	<p>Election day + 6 months, or 60 days after recount canvass completed, or 30 days after assessed recount costs settled, or 30 days after outstanding costs referred for collection, whichever longer.</p> <p>Election day = 6 months, or 60 days after recount costs for payment of claimants certified, or 6 months after cost statement is delivered to recount coordinator if assessed against a person, whichever longer.</p>	<p>By law - Election Code, Section 211.007(b-c).</p> <p>By law - Election Code, Section 211.007(d).</p>
EL3125-01	<p><b>CAMPAIGN FINANCE REPORTS AND FILINGS</b></p>		
EL3125-01a	<p><b>CAMPAIGN FINANCE REPORTS AND FILINGS</b></p>	<p>Campaign contribution and expenditure statements (including annual reports of unexpended contributions).</p>	<p>Date of filing + 2 years.</p> <p>By law - Election Code, Section 254.040.</p>
EL3125-01b	<p><b>CAMPAIGN FINANCE REPORTS AND FILINGS</b></p>	<p>Designations of campaign treasurers, including notices of termination.</p>	<p>2 years after appointment terminated.</p> <p>By law - Election Code, Section 252.014.</p> <p><b>Retention Note:</b> See Election Code, Section 252.0131, for a procedure that clerks may use to terminate the campaign treasurer appointment of an inactive candidate or political committee.</p>

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Record Title	Record Description	Retention Period	Remarks
EL3125-02	<b>CANDIDACY APPLICATIONS AND CERTIFICATIONS</b>		
EL3125-02a	<b>CANDIDACY APPLICATIONS AND CERTIFICATIONS</b>	Applications and any accompanying petitions for place on ballot, including any rejection notices and withdrawal of petition signature requests.	Election day + 2 years. By law - Election Code, Section 141.036.
EL3125-02b	<b>CANDIDACY APPLICATIONS AND CERTIFICATIONS</b>	Certifications of candidates (including certifications of replacement nominees by party executive committees). (1) Copy maintained by authority to whom application for a place on ballot is made. (2) Copy maintained by authority responsible for preparation of official ballot.	AV after election day. Election day + 2 years.
EL3125-02d	<b>CANDIDACY APPLICATIONS AND CERTIFICATIONS</b>	Declarations of write-in candidacy.	Election day + 2 years. By law - Election Code, Section 146.028.
EL3125-02e	<b>CANDIDACY APPLICATIONS AND CERTIFICATIONS</b>	Withdrawal of candidacy requests.	Election day + 2 years. 159

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Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
<b>TX/APPRaisal AND TAX COLLECTION RECORDS</b>			
TX2975-06	<b>APPRAISAL ROLLS AND ASSESSOR'S ABSTRACTS</b>		
TX2975-06a	<b>APPRAISAL ROLLS AND ASSESSOR'S ABSTRACTS</b>	Appraisal districts - Final appraisal and supplemental appraisal rolls, as certified for distribution to taxing units, including orders of the appraisal review board approving or ordering correction of appraisal and supplemental appraisal rolls, orders of the appraisal review board to correct appraisal records after certification, and copies of change orders from a chief appraiser to taxing units to correct appraisal rolls after certification.	<i>PERMANENT.</i>  <b>Retention Notes:</b> 1) Preliminary drafts and proofs of appraisal or supplemental appraisal rolls need be retained only as long as administratively valuable after certification of the roll by the chief appraiser and are exempt from the destruction request requirement.  2) It is sufficient in satisfaction of the <b>PERMANENT</b> retention requirement for appraisal rolls that a master appraisal roll or supplemental appraisal roll of all appraised property in a county be retained <b>PERMANENTLY</b> . Appraisal rolls derived from the master roll for each taxing unit need be retained only as long as administratively valuable.
TX3000-01	<b>APPRAISAL DISTRICT BUDGETS</b>	Including amendments.	<b>Retention Note:</b> Do not confuse this record with annual budgets and budget amendments maintained <sup>160</sup> <b>PERMANENTLY</b> by appraisal districts as required by item number GR1025-04(a).
TX3000-02	<b>APPRAISAL ROLLS, AMENDMENTS, AND NOTICES</b>	Appraisal rolls, supplemental appraisal rolls, orders to correct appraisal rolls after certification, lists of pending protests, lists of late-filed homestead exemptions, reports of apportioned value of transportation business intangibles, and any accompanying certifications submitted by chief appraisers or the State Property Tax Board or its successor to taxing units.	<b>Retention Notes:</b> a) Preliminary appraisal rolls furnished to taxing units prior to receipt of the certified appraisal or supplemental appraisal roll need be retained only as long as administratively valuable and are exempt from the destruction request requirement. b) Do not confuse the appraisal roll in this record group with appraisal rolls maintained by appraisal districts (see item number TX2975-06).
TX3000-03	<b>BANKRUPTCY RECORDS</b>	Records relating to the collection of taxes on property involved in bankruptcy cases.	<b>Retention Note:</b> Any record that is customarily maintained in bankruptcy files in a taxing unit that is of a type noted elsewhere in this schedule must be retained for the retention period of that type; e.g., a tax receipt issued for the payment of taxes on property involved in bankruptcy proceedings must be retained for FE + 3 years as required under item number TX3000-16.

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
TX3000-04	CHALLENGE RECORDS	Records, maintained by a taxing unit, of challenges made to the appraisal review board (ARB) by the taxing unit.	AV after decision of ARB.
TX3000-05	DELINQUENT TAX ROLLS	Both current and cumulative	
TX3000-05a	DELINQUENT TAX ROLLS	If record of payment is entered in the tax roll or a register of taxes collected (see item number TX3000-18) for the tax year for which the tax was delinquent.	AV after preparation of cumulative tax roll for the following tax year.
TX3000-05b	DELINQUENT TAX ROLLS	If a record of payment is entered in this record, but is <u>not</u> entered in the tax roll or a register of taxes collected (see item number TX3000-18) for the tax year for which the tax was delinquent.	Real property rolls - 20 years; personal property rolls - 10 years.
TX3000-05c	DELINQUENT TAX ROLLS	Lists of delinquent or insolvent taxpayers (State Comptroller of Public Accounts Form 16 or its equivalent).	AV. Obsolete record. 161
TX3000-06	ERROR IN ASSESSMENT, LISTS OF		AV. Obsolete record of county tax assessor-collectors.
TX3000-07	PAYMENT OPTIONS OR POSTPONEMENT, REQUESTS FOR	Requests or applications from taxpayers to be allowed to pay taxes by installment or in other manners permitted by law or for the postponement of tax bills.	AV
*TX3000-08	SPECIAL ASSESSMENT ROLLS	Rolls, schedules, ledgers, or similar records listing property owners and amount of assessment for streets, sidewalks, or other special assessment projects.	Expiration of the assessment + 10 years.
TX3000-09	TAX BILLS OR STATEMENTS	Current, delinquent, special valuation rollback, and special assessment levy tax bills or notices.	AV <b>Retention Note:</b> Tax bills or statements returned by the post office or other mail delivery service must be retained for 1 year after return.
TX3000-10	TAX CERTIFICATE RECORDS		

**Marathon Independent School District  
Local Government Records Control Schedule**

	Record Title	Record Description	Retention Period	Remarks
TX3000-10a	TAX CERTIFICATE RECORDS	Tax certificates.	2 years.	
TX3000-10b	TAX CERTIFICATE RECORDS	Requests for tax certificates.	AV	
TX3000-11	TAX COLLECTION, DELINQUENCY, AND PROPERTY VALUE REPORTS			
TX3000-11a	TAX COLLECTION, DELINQUENCY, AND PROPERTY VALUE REPORTS	<p>Reports to governing body of taxing unit.</p> <p>(1)Monthly. (2)Quarterly. (3)Annual.</p>	<p>FE + 3 years. AV. <b>PERMANENT.</b></p>	<p><b>Retention Notes:</b> A monthly or annual tax collection report need be retained only as long as administratively valuable by a tax collector if the record copy of the report is maintained by the clerk or secretary to the governing body of the taxing unit for the retention period indicated.</p> <p>Review before disposal; some monthly reports of county tax assessor-collectors, especially from the early to mid 20th century, contain lists of persons paying poll or occupation taxes and, consequently, may merit <b>PERMANENT</b> retention for historical reasons.</p> <p style="text-align: right;">162</p> <p>Obsolete Record</p>
TX3000-11b	TAX COLLECTION, DELINQUENCY, AND PROPERTY VALUE REPORTS	<p>Reports to state agencies.</p> <p>(1) Annual reports to the State Property Tax Board or its successor.</p> <p>(2) Quarterly reports to the State Property Tax Board and annual, quarterly, and monthly reports to the State Comptroller of Public Accounts on state and county taxes collected.</p>	<p><b>PERMANENT.</b></p> <p>AV.</p>	<p>Obsolete Record</p> <p><b>Retention Note:</b> Many county tax assessor-collectors customarily presented the same annual reports submitted to the State Comptroller of Public Accounts to their commissioners courts. In such instances, the reports must be retained <b>PERMANENTLY</b> as provided in TX3000-11a(3).</p>

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
TX3000-12	TAX CORRESPONDENCE	Correspondence between a taxing unit and a taxpayer concerning payment problems and similar subjects relating to the assessment and collection of property taxes and special assessments.	<p><b>Retention Notes:</b> a) All correspondence between a taxing unit and taxpayers must be retained for a minimum of 2 years except as noted in (b), but care should be taken in disposing of tax correspondence at the expiration of the 2-year period to make certain that it does not serve as documentation for other record series with longer retention periods noted in this section.</p> <p>b) Routine letters of transmittal (e.g., a letter indicating that payment is enclosed) need be retained only as long as administratively valuable.</p>
TX3000-13	TAX LIEN TRANSFER RECORD	AV.	
TX3000-14	TAX LIENS AND LIEN RELEASES ON MANUFACTURED HOMES	<i>Until release of lien.</i>	
TX3000-15	TAX RATE CALCULATION WORKSHEETS AND NOTICES	Including both effective and rollback tax rates.	163

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
TX3000-16	TAX RECEIPTS	Copies or stubs of receipts issued for the payment of current or delinquent property taxes, special assessments, or for redemption of real property sold at a tax sale, including those for split, partial, installment, and conditional payments and for payments under protest.	<p>FE + 3 years.</p> <p><b>Retention Notes:</b> a) Retrospective tax receipts issued under Texas Tax Code, Section 31.075 showing that taxes have been paid for one or more previous tax years need be retained only as long as administratively valuable unless the retrospective information is included on a receipt for the payment of current taxes, in which case the receipt must be retained for 3 years.</p> <p>b) This record group includes the following receipts or certificates, once widely used by county tax offices: insolvent receipts (Form 2P40-2.24), judgment receipts (Form 2P40-7.29), supplemental receipts (Form 2P40-2.25), redemption receipts (Form V-2.333 and 2P40-7.333), corrections receipts (Form 2P40-2.112 and 2P40-2.116), and cancellation receipts (Form 2P40-7.99) or their equivalent.</p> <p>c) In tax offices in which multi-copy tax receipts are used and more than one copy is kept by the collector for administrative purposes, only one copy must be retained for the 3-year retention period. The other copy or copies need be retained only as long as administratively valuable.</p>
TX3000-17	TAX REFUND, APPLICATIONS FOR		FE + 3 years.
TX3000-18	TAX ROLLS	<p>Consolidated tax roll and any supplemental tax roll for both rendered and unrendered property for each tax year or, if a consolidated tax roll is not maintained, all component tax rolls for each tax year, including summaries and recapitulations.</p> <p>(See item number TX3000-05 for delinquent tax rolls; item number TX3000-08 for special assessment rolls.) Real property rolls - 20 years; personal property rolls - 10 years, subject to the</p>	<p>Real property rolls - 20 years; personal property rolls - 10 years, subject to the exceptions noted in the Appendix on page 25 of TXLAC, Local Schedule TX.</p> <p><b>Retention Notes:</b> a) In any taxing unit, if a record of the payment of property taxes is not posted in the tax roll, but in a separate register of taxes collected, the register must be retained for the same period as the tax roll.</p> <p>b) Consolidated rolls detailing both real and personal property taxes due must be retained for 20 years.</p> <p>c) Preliminary drafts and proofs of a tax roll need be retained only as long as administratively valuable after approval of the final roll by the governing body.</p>

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
<b>TX3000-19</b>	<b>TAX SEIZURE AND FORECLOSURE RECORDS</b>	Records relating to the seizure of personal property or the institution of delinquent tax suits.	
<b>TX3000-19a</b>	<b>TAX SEIZURE AND FORECLOSURE RECORDS</b>	Tax warrants, petitions, citations, surety bonds, notices of sale, pertinent correspondence, and similar documentation.	<p>AV from, as applicable,</p> <p>1) date of sale</p> <p>2) date of resale if property purchased by taxing unit.</p> <p>3) date of final court judgment if no sale ordered.</p> <p>4) from date of dismissal if suit dismissed on motion of plaintiff.</p> <p><b>Retention Note: Any record that is customarily maintained in tax seizure and foreclosure files in a taxing unit that is of a type noted elsewhere in this schedule must be retained for the retention period of that type; e.g., a tax receipt issued for the payment of taxes on property involved in a seizure or foreclosure action must be retained for FE + 3 years as required under item number TX3000-16.</b></p>
<b>TX3000-19b</b>	<b>TAX SEIZURE AND FORECLOSURE RECORDS</b>	A record in some form listing property sold at tax sale and its purchaser or purchasers; or, if purchased by a taxing unit, at resale.	<p><b>PERMANENT.</b></p> <p><b>Retention Note:</b> Records of sale under this subgroup include obsolete State Comptroller of Public Accounts Form 93 (Report of Land Sold Under Judgment and Redemption) or its equivalent and Form 20 (Report of Land Sold Under Judgment) or its equivalent, formerly required of county tax assessor-collectors.</p>

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
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**LOCAL SCHEDULE SD/RETENTION OF RECORDS FOR PUBLIC SCHOOL DISTRICT**

**SD/STUDENT ACADEMIC RECORDS**

SD3200-01	ACADEMIC RECORDS			
SD3200-01a	ACADEMIC RECORDS	The academic achievement record or its equivalent used to record academic achievement in grades 9-12.	<b>PERMANENT.</b>	By regulation – 19 TAC §74.5.
*SD3200-01b	ACADEMIC RECORDS	Cumulative record of achievement in grades Pre-K through 8.	Date of withdrawal + 5 years.	<b>Retention Note:</b> Academic records of K-8 student receiving 9-12 course credit must be maintained <b>PERMANENTLY.</b>
SD3200-02	BIRTH DATE DOCUMENTATION	Copies of birth certificates, church records, bible records, passport or immigration records, or other documents used to establish a date of birth.	AV.	166
SD3200-03	CUSTODY DOCUMENTS	Copies of court instruments relating to adoption, guardianship, or custody.	Until the student is 18 or date of withdrawal + 2 years, whichever sooner.	<b>Retention Note:</b> It is an exception to the retention period given that a court order superseded by a subsequent order (e.g., a change in guardianship) need be retained only as long as administratively valuable.
SD3200-04	ENROLLMENT OR REGISTRATION FORMS	Enrollment or registration forms used to enroll or register students.	US or date of withdrawal + 5 years, whichever sooner.	See retention note (b) on page 6.
*SD3200-05	HOME LANGUAGE SURVEYS	Survey administered to each student to establish the student’s language classification for determining whether the school district is required to provide bilingual education or English as a second language program.	Date of withdrawal + 5 years.	By regulation – 19 TAC §89.1215(a).
SD3200-06	MISSING CHILD PREVENTION AND IDENTIFICATION PROGRAM RECORDS			
SD3200-06a	MISSING CHILD PREVENTION AND IDENTIFICATION PROGRAM RECORDS	Fingerprint cards.	Date of withdrawal.	

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
SD3200-06b	MISSING CHILD PREVENTION AND IDENTIFICATION PROGRAM RECORDS	Photographs.	US, or 3 years, whichever is sooner.  <b>Retention Note:</b> A Texas Education Agency regulation (19 TAC 61.1041) requires that at withdrawal a student's fingerprints and photograph taken as part of a Missing Child Prevention and Identification Program be returned to the student's parent or guardian. If a district is unable to return the fingerprints and photograph, they <b>must</b> be destroyed.
SD3200-06c	MISSING CHILD PREVENTION AND IDENTIFICATION PROGRAM RECORDS	Parental consents.	AV after fingerprints and/or photograph taken.
SD3200-07	PARENTAL PERMISSION RECORDS	Parental consents for a student to engage in school activities or programs, <i>except</i> consents noted elsewhere in this schedule.	Until cessation of activity for which consent granted + 2 years; or, if annually renewable, US + 2 years.  <b>Retention Note:</b> If a student is involved in an accident while engaged in an activity for which parental consent was granted, the consent form or statement must be retained for the same period as Accident Reports (see item number SD3300-01).
SD3200-08	STUDENT WITHDRAWAL/RECORD TRANSFER FORM		AV.  Applies to both sending and receiving districts. 167
SD3200-09	<b>TEST AND ACADEMIC MEASUREMENT REPORTS</b>		
*SD3200-09a	TEST AND ACADEMIC MEASUREMENT REPORTS	Reports of results of TAAS, TEAMS, TABS, TAKS, STAAR, and other standardized state and national achievement, mental abilities, and aptitude tests reported by score, percentile rank, etc.	1 year after recording of data in the academic achievement or cumulative record.  <b>Retention Note:</b> a) If testing results of the types described are not recorded on the academic achievement or cumulative record (see item number SD3200-01) either manually or by affixing labels, the results must be retained PERMANENTLY for grades 9-12 and until the date of withdrawal + 5 years for all other grades.  b) Test results for K-8 student testing for 9-12 credit, must be retained PERMANENTLY.
SD3200-09b	TEST AND ACADEMIC MEASUREMENT REPORTS	Reports of results of other tests or measurements (e.g., reading/mathematics profiles).	Date of withdrawal + 5 years.  See retention note (b) on page 6.
SD3200-09c	TEST AND ACADEMIC MEASUREMENT REPORTS	District summaries on a group basis of the results of standardized testing.	3 years.

**Marathon Independent School District  
Local Government Records Control Schedule**

<b>Record Title</b>	<b>Record Description</b>	<b>Retention Period</b>	<b>Remarks</b>
*SD3200-09d	<b>TEST AND ACADEMIC MEASUREMENT REPORTS</b>	Testing administration records may include but not limited to, testing irregularity and investigations documentation, inventory and shipping records, signed security oaths for testing personnel, and seating charts.	Date test administered + 5 years.  19 TAC §101.3031(d) and TEA Student Assessment Division: Test Security Supplement.
SD3200-10	<b>ETHNICITY FORMS</b>	Student and Staff Ethnicity and Race Data Questionnaire.	3 years or until litigation, claim, or audit is complete, whichever is later.  By Regulation - 2 CFR 200.333.
SD3200-11	<b>STATEMENT OF ASSURANCE FOR STUDENTS WHO ARE VICTIMS OF A VIOLENT CRIMINAL ACT</b>	School Safety Choice Option (SSCO) Transfer Policy Statement of Assurance includes date the incident occurred, incident number, identity of perpetrator, if known, etc.	5 years.  Texas Education Agency Guidance Relating to a Student Who Is a Victim of a Violent Criminal Offense, Section III, (d).
*SD3200-12	<b>STUDENT TESTING AND ASSESSMENT ACCOMMODATION RECORDS</b>	Records of accommodation requests and supporting documentation. Accommodations, or designated supports, or changes to materials or procedures that enable students to access learning and testing.	1 year.  Per published TEA guidelines for requesting an accommodation, all approved accommodation requests will expire on December 31st of the year the request was approved. A new accommodation request must be submitted each calendar year if the student continues to need that accommodation.

**SD/FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT RECORDS**

SD3225-01	<b>ACCESS POLICIES</b>	Written policies and procedures demonstrating how a district meets the requirements of the Family Educational Rights and Privacy Act of 1974, as amended, and federal rules adopted under the act.	US.  By regulation - 34 CFR 99.32.
SD3225-02	<b>ACCESS TO INFORMATION, RECORDS OF</b>	Record of each request for access to and each disclosure of personally identifiable information from the educational records of a student.	

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
*SD3225-02a	ACCESS TO INFORMATION, RECORDS OF	Documentation of requests from and disclosures to the parent or eligible student, to an official of the district for what the district has determined are legitimate educational interests, to a party with written consent from the parent or eligible student, or to a party seeking directory information.	Date records produced + 1 year.  By law and regulation – 20 USC 1232g, and 34 CFR 99.32.
*SD3225-02b	ACCESS TO INFORMATION, RECORDS OF	Documentation of requests from and disclosures to any party not included in (a).	Retain with the education records of the student as long as the records are maintained.  By regulation and law –34 CFR 99.32(a)(2) and Texas Family Code 58.0051(c).
SD3225-02c	ACCESS TO INFORMATION, RECORDS OF	Written consents from the parent or eligible student for information disclosure.  (1) From the parent.  (2) From the eligible student.	Until the student is 18.  Expiration, termination, or revocation of consent +2 years, or destruction of all records to which consent applies + 2 years, whichever sooner.  169
SD3225-02d	ACCESS TO INFORMATION, RECORDS OF	Written refusals from the parent or eligible student to the disclosure of directory information.  (1) If refusals are valid as long as the student is in attendance.  (2) If refusals must be renewed each academic year.	AV after date of withdrawal.  US or AV after date of withdrawal, as applicable.
SD3225-03	PROTEST OF RECORD STATEMENTS	Statements by parents or eligible students commenting on contested information in a student record, or stating why they disagree with a district's decision not to amend a record, or both.	For as long as the record containing the contested information is maintained.  By regulation - 34 CFR 99.21(c)(1).

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks	
*SD3225-04	<b>RECORD AMENDMENT REQUESTS AND RELATED DOCUMENTATION</b>	Requests from parents or eligible students to amend student records, notices by the district of denial or consent to amendments, requests for hearings on denied requests, hearing notices, and written decisions by hearing examiners.	Date of final resolution +2 years.	

**SD/SPECIAL EDUCATION PROGRAM RECORDS**

SD3250-01	<b>ENROLLMENT LISTS AND ROSTERS</b>		5 years.	See retention note (b) on page 6.
*SD3250-02	<b>STUDENT RECORDS</b>	Records of each student referred to or receiving special education services, including referral, assessment, and reevaluation reports; enrollment and eligibility forms; admission, review, and dismissal (ARD) and transitional planning committee documentation; individual educational plans (IEP) and individual transitional plans (ITP); parental consent forms for testing and placement; and other records of services required under federal and state regulation. Includes records of students receiving School Health and Related Services (SHARS), see Texas Medicaid Provider Procedures Manual.	Cessation of services + 5 years, <i>but see retention note (a)</i> .	<p><b>Retention Notes:</b> a) It is an exception to the retention period given for this record group, that the following information must be retained PERMANENTLY in some form on each student in grades 9-12 participating in a special education program: name, last known address, student ID or Social Security number, grades, classes attended, and grade level and year completed. If an academic achievement record [see item number SD3200-01(a)] is created for the student and maintained among those for students in the regular population, it is not necessary for special education records custodians to maintain the prescribed information beyond 5 years after the cessation of services, provided that it is contained in the Academic Achievement Record.</p> <p>b) Prior to the destruction of any records in this record group, the eligible student or the parents of the student, as applicable, must be notified in accordance with federal regulation.</p> <p>c) See retention note (b) on page 6.</p>
*SD3250-03	<b>VIDEO SURVEILLANCE, SPECIAL EDUCATION SETTINGS</b>	Any video and audio recorded from a camera placed in a classroom or other special education setting.	3 months.	By law – Texas Education Code, Section 29.022(e) and (e-1).

**Marathon Independent School District  
Local Government Records Control Schedule**

Record Title	Record Description	Retention Period	Remarks
<b>SD/BILINGUAL AND SPECIAL LANGUAGE PROGRAM RECORDS</b>			
SD3250-08	<b>STUDENT RECORDS</b> Records of each student referred to or receiving bilingual or special language services, including recommendations from parents or teachers for bilingual instruction, student interview documentation, notifications to parents, parental consents or denials, language proficiency assessment committee (LPAC) reports, exit reports, follow-up study reports, and other records of services required by state regulation or pertinent to the identification of students for bilingual education or special language programs.	Cessation of services + 5 years.	See retention note (b) on page 6.

<b>SD/GIFTED/TALENTED PROGRAM RECORDS</b>			
SD3250-16	<b>STUDENT RECORDS</b> Records of each student referred to or receiving services in a gifted/talented program, including nomination and observation documentation, testing results, parental consents, committee reports and recommendations, and other records of services required under state regulation or pertinent to the identification of students for participation in gifted/talented programs.	Cessation of services + 5 years.	171

**ABBREVIATIONS USED IN THIS SCHEDULE**

- AV - As long as administratively valuable
- CE - Calendar year end
- CFR - Code of Federal Regulations
- FE - Fiscal year end
- TAC - Texas Administrative Code
- US - Until Superseded
- LA – Life of Asset

**2022-2023 Planning Calendar for 2023-2024 Fiscal Year  
Marathon ISD Budget & Tax Rate Adoption**

<b>12/8/2022</b>	Pupil projections submitted to TEA
<b>2/1-3/1/2023</b>	Budget preparations - review and data collection
<b>3/1/2023</b>	Begin campus and program budget review and preparations
<b>3/1-5/8/2023</b>	Campus, department, and administration budget meetings will take place
<b>3/1-10/2023</b>	Prepare budget application program for next year budgeting
<b>4/1-6/1/2023</b>	Review personnel staff and salary schedule, stipends, etc.
<b><i>Note: Legislative session in process, this will delay salary schedule presentations for board approval.</i></b>	
<b>4/11/2023</b>	Revisit pupil projections
<b>4/11-14/2023</b>	Run preliminary summary of finance calculations
<b>4/28 or 5/1/2023</b>	Chief appraisers prepare and certify the estimate of the taxable value of the property in school districts to tax assessors.
<b>5/3/2023</b>	Calculate projected tax revenues (projected tax rate)
<b><i>Note: Legislative session in process, this will delay revenue calculations based on passed House/Senate bills</i></b>	
<b>May/TBD</b>	Board Budget Workshop
<b>June/TBD</b>	Board Budget Workshop
<b>6/1-29/2023</b>	PEIMS - Student ADA and program contact hours; update summary of finance template with actuals. Preliminary budget review revisions as per legislative session updates and district needs.
<b>6/21/2023</b>	Board appoints employee or tax a/c to calculate effective and rollback tax rates
<b>6/15-7/25/2023</b>	Maximum Compressed Rate(MCR)/(Tax Rate) TEA worksheet is completed - Planning Projections
<b>July/TBD</b>	Budget Workshop
<b>7/10-21/2023</b>	Certification of anticipated collection rate by tax assessor/collector
<b>7/25/2023</b>	Chief appraiser prepares and certify the estimate of the taxable values of property in the school district
<b>7/26-8/1/2023</b>	Local Property Value Study is submitted to TEA for TEA determination of MISD's Maximum Compressed Tax Rate
<b>7/29-8/4/2023</b>	Calculation of effective and rollback tax rates
<b>8/1-4/2023</b>	District receives MISD's preliminary 2023 Maximum Compressed Tax Rate (Note: district may appeal the MCR Rate)
<b>8/7-11/2023</b>	Meeting of school board final review and recommendations to proposed budget; decide on public meeting date on budget and proposed tax rate. The school board votes on a proposed tax rate that will be published in the notice for the public meeting.
<b>8/17/2023</b>	Notice of Public Meeting to Discuss Budget and Proposed Tax Rate published in county newspaper and website (10-30 days before public meeting)
<b>8/29-31/2023</b>	Public meeting on budget and proposed tax rate. School board adopts budget and tax rate after the public meeting.

***Dates/pros will be revised during the budget development phase to meet district schedules and needs.***

# **Rural CCMR Accelerator Partnership Agreement between the Texas Impact Network and Marathon ISD**

## **I. Purpose of Partnership Agreement**

This document (this "Agreement") sets forth an agreement by the Texas Impact Network (TIN) and Marathon ISD (hereafter, the "School System") for participation in the Rural CCMR Accelerator Program.

## **II. Goal of Agreement**

The goal of this agreement is to outline the expectations of both parties in the design and implementation of a data-driven, rigorous, comprehensive, and sustainable College, Career and Military Readiness (CCMR) improvement plan to increase the number of students meeting the criteria to generate the HB3 College, Career and Military Readiness (CCMR) Outcomes Bonus.

The support and technical assistance provided to the School System by TIN in these areas will be offered at no cost to the School System unless noted otherwise (see IV.B.S).

## **III. Term and Termination**

- A. Term. This Agreement shall commence upon execution and end on August 31, 2024. It may be amended and/or extended based upon the agreement of all signatories.
- B. Termination. Any party may terminate this Agreement immediately in the event of a material breach of this Agreement by another party that is either incapable of cure, or with respect to a material breach capable of cure, not cured within thirty (30) days of written notice thereof from such party. In the case of a superintendent transition or departure, this Agreement is null and void but a new Agreement under an interim or new superintendent may be executed.
- C. Force Majeure. No party shall be responsible for failure to perform this agreement if unanticipated circumstances beyond their control (including, but not limited to: acts of God; government regulation; terrorist attacks in the city in which the headquarters or primary work of either party is located; new or continuing epidemic or pandemics; or declared war in the United States) make it illegal or impossible for a party to complete the expectations of this Agreement. The affected party may terminate this Agreement without liability upon providing written notice to the other party within ten (10) days of the occurrence or, in the case of a continuing occurrence with an unforeseeable end, within ten (10) days of an announcement on continuing government restrictions making the required work impossible.
- D. Confidentiality. During the term of this Agreement, the parties may have access to or receive certain information that is non-public, proprietary, or confidential to the disclosing party ("Confidential Information"). All parties agree not to disclose the Confidential Information for any purpose but to fulfill their obligations in this Agreement.

# Rural CCMR Accelerator Partnership Agreement between the Texas Impact Network and Marathon ISD

## IV. Operational Roles and Responsibilities

### A. Texas Impact Network

1. Provide, via external partners, specific support to Marathon ISD High Schools to complete the following phases:

a) *Analyzing:*

- (1) Support the Data Lead in the identification and access of CCMR-related data sources such as college readiness scores (TSIA, SAT, ACT), college enrollment, and career credential/certificate attainment;
- (2) Evaluate the effectiveness of the School System's current CCMR programming and student supports in graduating students who meet the CCMR Outcomes Bonus definition of success (i.e. college-ready and either enrolling in college or earning a career credential/certificate) to clearly understand the baseline and make data-informed decisions about key aims; and
- (3) Calculate the potential CCMR Outcomes Bonus funding available to the School System.

b) *Planning:*

- (1) Identifying key aims for the improvement process;
- (2) Identifying what drives each of the key aims, thus naming the levers of change and/or strategy;
- (3) Creating a change package (list of prioritized actions) that the School System believes will lead to your key aims in each area of CCMR (this includes selecting provided CCMR supports);
- (4) Completing a Driver Diagram to support your CCMR improvement plan; and
- (S) Developing Scope of Work documents outlining key work, Key Performance Indicators (KPIs), and timelines.

c) *Doing:*

- (1) CCMR improvement plan implementation support to provide an accountability structure for CCMR Improvement Plan deliverables;
- (2) Maintenance of an ongoing progress monitoring document to support improvement efforts;
- (3) Ongoing data reviews are utilized as a progress monitoring tool to guide and adjust continuous improvement cycles; and
- (4) Quarterly convening of a Rural CCMR Accelerator Community of Practice to include representation from the School System

d) *Studying:*

- (1) Collect impact data to analyze results of efforts; and

## **Rural CCMR Accelerator Partnership Agreement between the Texas Impact Network and Marathon ISD**

2023-2024 to pick up the cost (estimated annual cost of supports is approximately \$6000).

**B. Marathon ISD will meet the following expectations:**

- 1.** Sign the Data Sharing Agreement and provide student-level data to determine CCMR outcome trends, areas of focus, and HB 3 CCMR funding eligibility. All data-sharing will comply with FERPA and will be obtained via a data-sharing agreement which will outline the data metrics, data security, limited use of the data, individuals with access to the data, and the process for destroying the data when the project is complete.
- 2.** Identify a Data Lead with familiarity with PEIMS and access to student-level CCMR data such as the CCMR Verifier file.
- 3.** Identify a CCMR Lead who Will commit to serving in the role throughout the program and serve as the key point of contact for the program. This person will attend bi-weekly meetings with implementation coaches and attend quarterly convenings of the Community of Practice.
- 4.** Identify a CCMR Steering Committee to meet at least four times during the program to provide feedback and insight on the development and implementation of the plan. The Steering Committee should include the key stakeholders in the School System that are involved in CCMR efforts, have decision-making authority around CCMR interventions, and lead the school systems strategy. There must be decision authority included in this process - who will have the final say in what can and cannot be implemented. Suggested members include, but are not limited to: Superintendent, Counselor, CTE Director, CCMR Lead, Math and ELAR leads, College Advisors, the Chief Academic Officer, and other school system personnel responsible for making system-level decisions.
- 5.** Identify a full FTE<sup>1</sup> to serve as a Student Success Advisor (either a new employee or existing employee) to provide 1:1 postsecondary advising. Funding will be provided by TIN to cover 70% of the total budget comprised of: salary & benefits; technology (laptop/monitor); and operations (for activities such as FAFSA nights, college visits, college application incentives). The school system will commit to funding the remaining 30% of the total budget. The Student Success Advisor will also receive ongoing support from an advisor coach and initial and monthly training.
- 6.** Utilize the Fidelity of Implementation Tracker (FIT) Accountability Framework and Tool to house evidence and narrative related to the development of the Scope of Work documents, Key Performance Indicators (KPIs), and timelines.

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<sup>1</sup> Exceptions for a partial FTE may be made in cases where the senior class is below a certain threshold to be discussed with TIN

**Rural CCMR Accelerator Partnership Agreement between the  
Texas Impact Network and  
Marathon ISD**

- (2) Evaluation of the effectiveness of chosen levers of change and the extent to which each impacted Key Aims.
- e) *In collaboration with program staff, Marathon ISD will:*
  - (1) Analyze each key aim, associated levers of change, and resulting impact throughout the process and at the conclusion; and
  - (2) Creation of key aims, levers of change, and project management plan for the 2023-2024 school year.
- 2. Communication
  - a) TIN and its contracted consultants will engage the School System in bi-weekly calls for support and project monitoring.
  - b) Download, join and utilize Slack as a communication channel to connect with other districts in a community of practice.
  - c) TIN and its contracted consultants will be available to the School System as needed to answer questions and provide guidance related to the CCMR Improvement Plan development and implementation.
- 3. Additional School System Supports
  - a) TIN will provide, at no cost to the School System, the following additional supports for the 2023-2024 school year:
    - (1) Student diagnostics with aligned teacher training and curriculum to improve TSIA2 preparation and inform targeted interventions for 9th-12th grade students (optional);
    - (2) A subgrant for up to three high school teachers to attend OnRamps summer training to increase student access to high-quality dual credit opportunities (optional);
    - (3) A personalized regional Labor Market Analysis report, an audit of alignment with the district's CTE pathways, and a consultation to identify potential sources of funding to launch new programs to ensure CTE pathways offered to students align to regional workforce needs and living-wage jobs (optional); and
    - {S) A subgrant to provide for 70% of the cost of an FTE to implement a 1:1 postsecondary advising model in the high school and ongoing support from an advisor coach and initial and monthly training {required unless otherwise agreed upon in writing.)
  - b) Pending successful implementation (i.e. increase in related student outcomes) of these supports during the 2023-2024 school year, TIN will continue to provide the supports at no cost for the 2024-2025 school year until the School System receives Outcomes Bonus funding in 2025-2026 academic year.

**Rural CCMR Accelerator Partnership Agreement between the  
Texas Impact Network and  
Marathon ISD**

This includes collecting beginning of the year, middle of the year, near-final, and actual final (reported two years later) data including:

- a) TSI-met
  - b) CCMR Outcomes Bonus Criteria for College
  - c) CCMR Outcomes Bonus Criteria for Career
7. Share progress as requested by the district advisor and TIN. There will be check-ins throughout the process to identify areas of support.

VII. Communication and Media

The School System grants approval to TIN to name the School System in any communication (e.g. TIN website, press releases, advocacy materials) regarding the support provided under this agreement.

VIII. Further Cooperation

The parties hereby commit to cooperating with one another to address any issues that might arise and to resolve them based on the agreements stated in this Agreement.

X. Signatures

Texas Impact Network

\_\_\_\_\_

Date

*Executive Director*

Marathon ISD

\_\_\_\_\_

Print Name and Date:

*Superintendent of Schools*



# MARATHON ISD SCHOOL CALENDAR 2023-2024

July 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Semester Days	
1st 6 wks	27
2nd 6 wks	28
3rd 6 wks	29
<b>1st Semester</b>	<b>84</b>
4th 6 wks	27
5th 6 wks	26
6th 6 wks	34
<b>2nd Semester</b>	<b>87</b>
<b>Student Days</b>	<b>171</b>

First/Last Day of School	Holidays
First August 15	Labor Day: Sept 1
Last May 23	Thanksgiving: Nov 20-24
	Winter Break: Dec 25 - Jan 5
	Spring Break: March 11-15
	Good Friday: March 29

STAAR/EOC Testing Days	Bad Weather Days
December 5-15	April 1
April 9-30	
May 1-3	
June 18-28	

Staff Development/Workday	Teacher Exchange Days (Non Instructional Days)
August 9-15	August 8
September 22	October 9
November 3	February 19
December 22	
January 8 & 12	
February 16	
April 5	
May 24-25	

Graduation	
	May 25

Student Minutes/Days & Teacher Workdays			
1 day =	450 min	st	t
Student days	171	August	13 18
Student minutes	76950	September	19 20
Extra minutes	1350	October	21 22
Extra days	3	November	16 17
		December	15 16
Teacher days	187	January	16 18
		February	19 21
		March	15 15
		April	20 21
		May	17 19
			<b>171 187</b>

January 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2024						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2024						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## Superintendent Evaluation Form

2022-2023

### PART 1: JOB RESPONSIBILITIES

#### RATING SCALE

NIA	Not Applicable	Not Applicable
A	Clearly Outstanding	Performance is consistently far superior to what is normally expected
B	Exceeds Expectations	Performance demonstrates increased proficiency and is consistently above expectations
C	Meets Expectations	Performance meets expectations and presents no significant findings
D	Below Expectations	Performance is consistently below expectations and significant findings exist
F	Unsatisfactory	Performance is consistently unacceptable

### STANDARD #1: STUDENT PERFORMANCE - CLOSING THE GAP

#### Performance Indicators:

Item#	Criterion Statement	Score
1.1	Pre - 2 students will maintain score level or make at least one year of growth in Reading and Mathematics by May 2023	
1.2	Scores 3-12 students will meet or exceed standards on state/national assessments by May 2023.	
1.3	Analyze Midyear Benchmarks to assess student needs.	
1.4	Students taking STAAR/Assessments that do not meet or exceed are monitored and provided with additional assistance.	
1.5	Sets priorities in the context of improving student achievement.	
1.6	Articulates and promotes high expectations for teaching and student learning.	

**OVERALL SCORE:**

Additional/Comments:

### STANDARD #2: STUDENT PERFORMANCE - GRADUATION RATE

#### Performance Indicators:

2.1	MISD will maintain 100% graduation rate.	
2.2	MISD will receive College, Career, Military, Readiness (CCMR) guidance and counseling through the 2022-2023 school year.	
2.3	All 10 <sup>th</sup> and 11 <sup>th</sup> Scorers will take the PSAT Test	
2.4	All 11 <sup>th</sup> and 12 <sup>th</sup> Scorers will take the SAT Test and will receive guidance counseling on college admissions/scholarship opportunities.	
2.5	Superintendent will monitor students who graduate, assisting in CCMR support.	
2.6	Regular updates will be provided to the Board with CCMR and student updates.	

**OVERALL SCORE:**

Additional/Comments:

**STANDARD #3 A: SAFETY AND SCHOOL CLIMATE**

**A superintendent is an educational leader who promotes the success of all students by acting with integrity, fairness, and in an ethical manner.**

**Performance Indicators:**

<b>Item#</b>	<b>Criterion Statement</b>	<b>Score</b>
3.1A	Ensures that policies and rules of local and state are observed and enforced. (i.e., Discipline Matrix)	
3.2A	Treats everyone with fairness.	
3.3A	Establishes practices to promote personal, physical, and emotional health.	
3.4A	Ensures safety of all students.	
3.5A	Implement monthly safety drills with students and staff.	
3.6A	Demonstrates respect for diversity in students, staff, and programs.	

**OVERALL SCORE:**

Additional/ Comments

**STANDARD #3 B: SCHOOL CLIMATE AND MANAGEMENT**

**Superintendent is an educational leader who promotes the success of all students by ensuring management of the organization, operation, and resources for a safe, efficient, and effective learning environment.**

**Performance Indicators:**

Item#	Criterion Statement	Score
3.1B	Monitors the distribution of district resources.	
3.2B	Provides direction and support of periodic review of curriculum and school policies, and procedures.	
3.3B	Complies with district personnel policies and procedures.	
3.4B	Demonstrates the ability to improve the staff through professional development opportunities.	
3.5B	Follow through on concepts as well as ideas, holding others accountable for completion of duties.	
3.6B	Effectively manages both the revenues and expenditures of the district budget.	
3.7B	Ensures facilities are maintained and up scored as necessary.	
3.8B	Effectively and consistently applies the legal requirements for personnel selection, retention, and dismissal.	
3.9B	Ensures that policies and rules are uniformly observed and enforced.	
3.10B	Implements and adheres to policy development on student discipline.	
3.11B	Formulates and implements plans for internal staff communication .	
3.12B	Provides Teachers, Staff, Students/Parents with mid-year and end-of-year survey that students feel safe and supported at MISD.	

**OVERALL SCORE:**

Additional/ Comment s:

**STANDARD #4: STAFF QUALITY**

**A superintendent is an educational leader who promotes the success of all students by advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff professional development**

**Performance Indicators:**

Item#	Criterion Statement	Score
4 . 1	Hires highly qualified teachers and facilitates continual growth and development for new teachers.	
4.2	Evaluates and provides direction for improving school district programs.	
4.3	Examines student achievement data, disaggregates data and creates improvement plans.	
4.4	Provides leadership for assessing, developing and improving school environment and culture.	
4.5	Provides leadership encouragement, opportunities and structure for all staff to continually design additional effective teaching and learning experiences for all students.	

4.6	Evaluates and provides direction for improving instructional strategies.	
4.7	Develops and offers opportunities that respond to staff needs for professional development.	
4.8	Encourages and supports personal and professional development among staff.	
4.9	Demonstrates awareness of professional issues and developments in education.	

**OVERALL SCORE:** \_\_\_\_\_

Additional/Comments:

**STANDARD #5: STUDENT AND PARENT ENGAGEMENT**

**A superintendent is an educational leader who promotes the success of all students by collaborating with the school board, families and community members, responding to diverse community interests.**

**Performance Indicators:**

Item#	Criterion Statement	Score
5.1	Provides leadership for improving parent, student, and community involvement in schools.	
5.2	Promotes, demonstrates, and supports clear two-way communication at all levels of the community school district.	
5.3	Formulates and implements plans for external communication, including communication of the school district priorities to the community and media.	
5.4	Participates in and attends school and community activities and events.	
5.5	Communicates directly with the parents in diverse circumstances in a timely manner.	
5.6	Guides regular District Advisory committee/PTO meetings and reports updates to the board.	
5.7	Serves as an articulate spokesperson for the welfare of all members of the learning community.	

**OVERALL SCORE:** \_\_\_\_\_

Additional/ Comments:

**STANDARD #6: BOARD ENGAGEMENT AND COMMUNICATION**

**A Superintendent is an educational leader who promotes the success of all students facilitating the development, articulation, implementation, and stewardship of the vision of learning that is shared and supported throughout the school community, and board.**

**Performance Indicators:**

Item#	Criterion Statement	Score
6.1	Formulates comprehensive school improvement strategies, goals, and change efforts with staff and community.	
6.2	Communicates with the board with weekly updates on school happenings.	

6.3	Provides the board with academic assessment updates, areas of growth, and remediation efforts to the board.	
6.4	Provides the board with teacher evaluation and teacher updates.	
6.5	Develops and revises as needed his own professional development plan for continued improved performance.	
6.6	Communicates clearly to the community about district issues and performance.	
6.7	Provides leadership with the board for defining superintendent and board roles mutual expectations, procedures for working together and formulating district policies.	
6.8	Communicates effectively with school community, parents, and board.	
6.9	Conducts oneself in an ethical, trustworthy, and professional manner in the school environment, board and community.	
6.10	Demonstrates integrity in all actions.	

**OVERALL SCORE:**

Additional/ Comments:

**PART II - OVERALL SUMMARY**

<b>JOB RESPONSIBILITIES:</b>	<b>Clearly Outstanding A</b>	<b>Exceeds Expectations B</b>	<b>Meets Expectations C</b>	<b>Below Expectations D</b>	<b>Unsatisfactory</b>
<b>Standard 1</b>					
<b>Standard 2</b>					
<b>Standard 3A</b>					
<b>Standard 3B</b>					
<b>Standard 4</b>					
<b>Standard 5</b>					
<b>Standard 6</b>					
<b>Summative Rating:</b>					

**Significant Achievements:**

1. .

**Areas for growth:**

**Superintendent Comments:**

**Board Comments:**

Superintendent Signature : \_\_\_\_\_ Date: \_\_\_\_\_

Evaluation Period: \_\_\_\_\_ to \_\_\_\_\_

Board President Signature: \_\_\_\_\_ Date : \_\_\_\_\_

**Remediation Target:**

A remediation target should be identified for each standard or significant performance indicator identified and supported with evidence of unsatisfactory by a majority of board members. A separated target school be written for each performance indicator. The number of targets should be limited to no Additional than 5. The evaluator and superintendent should mutually agree on the target to be achieved, supporting evidence or measurable outcome, action plan, and timelines. The timelines should be completed according to the target timeline.

Remediation Target Number : \_\_\_\_\_ \_                      Date Target Developed: \_\_\_\_\_

Superintendent Comments:

Superintendent Signature: \_\_\_\_\_ Date : \_\_\_\_\_

Board President Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **The Marathon Foundation**

20742 Stone Oak Parkway, Suite 107 - San Antonio TX 78258 - Phone: 210.828.1505  
[www.themarathonfoundation.org](http://www.themarathonfoundation.org)

**Board of Directors:**

**Bruce Blakemore, Claudia Huntington, Marshall Miller, Reid H. Miller, Paige Blakemore-Shafer**

March 9, 2023

The Marathon Foundation is a local non-profit organization that helps support the school and other organizations of Marathon. We see the need for Marathon ISD to have HVAC for the gymnasium. It is not only a matter of comfort but most importantly also a safety issue.

Safety for the health of our student athletes and physical safety for the premises is paramount. Without HVAC, the doors need to remain open for ventilation and it is impossible to secure the building. Even though we are a small community, we are a tourist town and have lots of visitors that wander.

We have supported the effort with a \$10,000 grant to go towards this endeavor. We hope you see the tremendous need and fully fund the grant as requested by the superintendent.

Sincerely,

Marci Roberts  
Executive Director

**Limit on Participation**

Audience participation at a Board meeting is limited to ~~the~~ **sixteen (16) minutes** during the portion of the meeting designated to receive public comment in accordance with this policy. **Each speaker will have two (2) minutes to voice their comments.** At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer.

**Public Comment**

Regular Meetings

At regular Board meetings, the Board shall permit public comment, regardless of whether the topic is an item on the agenda posted with notice of the meeting.

Special Meetings

At all other Board meetings, public comment shall be limited to items on the agenda posted with notice of the meeting.

Procedures

Public comment shall occur at the beginning of the meeting.

Except as permitted by this policy and the Board's procedures on public comment, an individual's comments to the Board shall not exceed three minutes per meeting.

Meeting Management

When necessary for effective meeting management or to accommodate large numbers of individuals wishing to address the Board, the presiding officer may make adjustments to public comment procedures, including adjusting when public comment will occur during the meeting, reordering agenda items, deferring public comment on nonagenda items, continuing agenda items to a later meeting, providing expanded opportunity for public comment, or establishing an overall time limit for public comment and adjusting the time allotted to each speaker. However, no individual shall be given less than one minute to make comments.

Board's Response

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.

**Complaints and Concerns**

The presiding officer or designee shall determine whether an individual addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the individual shall be referred to the appropriate policy to seek resolution:

- Employee complaints: DGBA
- Student or parent complaints: FNG
- Public complaints: GF

**Disruption**

The Board shall not tolerate disruption of the meeting by members of the audience. If, after at least one warning from the presiding

officer, any individual continues to disrupt the meeting by his or her words or actions, the presiding officer may request assistance from law enforcement officials to have the individual removed from the meeting.