

Agenda of Regular Meeting

The Board of Trustees El Campo Independent School District

A Regular Meeting of the Board of Trustees of El Campo Independent School District will be held September 22, 2020, beginning at 7:00 PM in the ECHS Auditorium, 600 West Norris, El Campo, Texas 77437.

The subjects to be discussed are as listed below.

1. Call to Order/Opening Prayer/Pledge of Allegiance

Notice: Pursuant to the Governor Abbott’s Temporary Suspension of Open Meetings Laws issued on March 16, 2020, to advance the public health goal of limiting face to face meetings (also called "social distancing"), this meeting may be documented via telephone conference or videoconference, which will be audible to the Board and public and allow for two-way communication. The Board President, presiding officer or trustees may not be physically present at one location but a quorum will be required for the meeting on the videoconference or phone.

The public may access this meeting: See Meeting ID below and or Phone Number. An electronic copy of the agenda packet may be viewed at the following link www.ecisd.org. A recording of the meeting will be available for viewing on the District’s website.

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meet.google.com/mjf-foxh-ypt

Phone Numbers

(US)+1 478-449-4096

PIN: 586 012 251#

2. Public Comment

3. Recognition

A. Biotechnology Program Receives 15,000 grant sponsored by the Bayer Fund 4

B. Team of Eight Training

4. Consent Agenda

A. Governance

1. Consider Approval of Minutes 5

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c. September 9, 2020 - Special - Team of 8	11
B. Business and Support Services	
1. Review of Monthly Financial Reports	
2. Review of Quarterly Investment Report for Quarter Ending August 31, 2020	12
3. Review of Annual Investment Report for Year Ending August 31, 2020	27
4. Review of Checks Written for the Month of August 2020	32
5. Annual Review of School FIRST Criteria	63
6. Review of SZH Architects Invoices	69
7. Approval of Purchasing Cooperatives for 2020-21	75
8. Consider Approval of Budget Amendment(s)	78
C. Personnel	
D. Curriculum and Instruction	81
E. Students	
F. Consider Approval of TASB Policy Update 115 affecting local policies CBB - CY	109
5. Presentation Items	
A. Governance	
B. Business and Operations	
C. Curriculum and Instruction	
6. Discussion and Action Items	
A. Curriculum and Instruction	286
1. Consider a Modification to the 2020-2021 ECISD academic calendar due to COVID -19	287
B. Business and Operations	
C. Governance	
1. Consider resignation of a board member effective September 22, 2020	
2. Discussion of El Campo ISD Board Governance Responsibilities Delegated Through (LEGAL) and (LOCAL) Board Policies including Policies BED (LEGAL) and FNA (LEGAL)	288
7. Review Items	
A. Curriculum and Instruction	
B. Business and Operations	
C. Governance	
8. Closed Session:	
A. Texas Government Code § 551.074 (1) PERSONNEL MATTERS, to Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee	
9. Personnel	
10. Superintendent's Report	
A. Governance	
B. Business and Support Services	
1. Weight Room Improvement Project	
C. Personnel	
1. Middle School Principal Search Timeline	

- D. Curriculum and Instruction
 - 1. Online versus in-person data
 - 2. Future consideration altering Return to Learn Plan
 - E. Students
 - 1. Enrollment /Data
 - 2. Monthly SRO Report
 - F. Community and Governmental Relations
11. Adjournment

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on Saturday, September 19, 2020 at 5:00 p.m.

For the Board of Trustees

Biotechnology Program Receives 15,000 grant sponsored by the Bayer Fund

For the 3rd time, local farmers have nominated El Campo High School's biotech program for a national grant supporting rural schools with strong STEM programs. The ECHS program will receive a 15,000 grant from the America's Farmers Grow Rural Education program. With this grant, more equipment will be purchased for the biotechnology courses, including documenting systems to help students to better record their lab findings.

Farmers across the U.S. are annually given the opportunity to nominate local public school districts for the program. Nominated schools then submit an application and grant proposal for their eligible STEM program, which is reviewed in multiple rounds before a special council selects winners.

Sarah Eder, teaches biotech 1 & 2 at El Campo High School.

Action Required

Recommendation:	Minutes of Previous Meetings
Impact/Rationale:	
Program Description/Summary:	According to policy BE (LOCAL), BOARD MEETINGS, MINUTES, board action shall be carefully recorded by the secretary or clerk; when approved, and these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the President and the Secretary of the Board.
ECISD Board Policy	BE (LOCAL), BOARD MEETINGS
Effective Date	September 22, 2020
Previous Board Action	The Board approves minutes at each regular monthly meeting.
Future Action Expected	None.
Background Information and Significant Issues	
Attachments	August 25, 2020 - Regular August 25, 2020 – Special September 9, 2020 – Special
Submitted By	Vicky Limas, Administrative Assistant to the Superintendent
Recommended for Approval	Motion, second and majority vote to approve the minutes.
Bob Callaghan, Superintendent of Schools	I recommend you approve the minutes of previous meetings as part of the Consent Agenda.

Minutes of Special Meeting

The Board of Trustees El Campo Independent School District

A Special meeting of the Board of Trustees of El Campo Independent School District was held August 25, 2020, beginning at 6:45 PM in the ECHS Auditorium, 600 West Norris, El Campo, Texas 77437.

Notice: Pursuant to the Governor Abbott's Temporary Suspension of Open Meetings Laws issued on March 16, 2020, to advance the public health goal of limiting face to face meetings (also called "social distancing"), this meeting may be documented via telephone conference or videoconference, which will be audible to the Board and public and allow for two-way communication. The Board President, presiding officer or trustees may not be physically present at one location but a quorum will be required for the meeting on the videoconference or phone.

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Meeting ID
meet.google.com/hai-sgjz-bgm

Phone Numbers
(US)+1 413-779-5434
PIN: 522 045 564#

MEMBERS PRESENT: Greg Anderson, Anthony Dorotik, Dennis Rawlings, James Russell, Susan Nohavitza, Rich DuBroc, Ed Erwin

MEMBERS ABSENT: None

OTHERS PRESENT: Bob Callaghan, David Bright, Dolores Trevino, Alicia Stary, Vicky Limas, Chris Skinner, Elizabeth Tupa, Mauri Couey, Demetric Wells, Turk Krenek, Ashley Barnes.

Board President, James Russell called the meeting to order at 6:47 p.m. James Russell gave the opening prayer followed by the Pledge of Allegiance. There was a quorum present.

PUBLIC COMMENT: NONE

A Public Hearing was conducted on the Proposed Budget and Tax Rates for 2020-2021.

CLOSED SESSION – There was no closed session.

There being no further business, the meeting adjourned at 6:50 p.m.

President, James Russell

Secretary, Greg Anderson

DRAFT

Minutes of Regular Meeting

The Board of Trustees El Campo Independent School District

A Regular Meeting of the Board of Trustees of El Campo Independent School District was held Tuesday, August 25, 2020, at 7:00 PM in the ECHS Auditorium, 600 West Norris, El Campo, Texas 77437.

Notice: Pursuant to the Governor Abbott's Temporary Suspension of Open Meetings Laws issued on March 16, 2020, to advance the public health goal of limiting face to face meetings (also called "social distancing"), this meeting may be documented via telephone conference or videoconference, which will be audible to the Board and public and allow for two-way communication. The Board President, presiding officer or trustees may not be physically present at one location but a quorum will be required for the meeting on the videoconference or phone.

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Meeting ID
meet.google.com/knj-edcm-xog

Phone Numbers
(US)+1 401-753-9568
PIN: 740 254 470#

MEMBERS PRESENT: Greg Anderson, Anthony Dorotik, Dennis Rawlings, James Russell, Susan Nohavitza, Rich DuBroc, Ed Erwin

MEMBERS ABSENT: None

OTHERS PRESENT: Bob Callaghan, David Bright, Dolores Trevino, Alicia Stary, Vicky Limas, Chris Skinner, Elizabeth Tupa, Mauri Couey, Demetric Wells, Turk Krenek, Ashley Barnes.

Board President, James Russell called the meeting to order at 7:01 p.m. James Russell gave the opening prayer followed by the Pledge of Allegiance. There was a quorum present.

PUBLIC COMMENT: NONE

RECOGNITION: NONE

CONSENT AGENDA: A motion was made by Greg Anderson and a second by Anthony Dorotik. Motion passed 7-0.

A. Governance

1. Consider Approval of Minutes
 - a. July 28, 2020 - Regular
 - b. August 11, 2020 - Special
2. Consider Approval of TASB Policy Update 115 affecting local policies AF - BQB

B. Business and Support Services

1. Review of Monthly Financial Reports
2. Review of Checks Written for the Month of July, 2020.
3. Consider Approval of TASB Unemployment Compensation Coverage Renewal.
4. Consider Approval of Resolution to Commit Fund Balance.
5. Review of SZH Invoices
6. Consider and Approve Revision to Local Policy
 - DIA (EXHIBIT)
 - FB (EXHIBIT)
 - FFH (EXHIBIT)

C. Personnel

D. Curriculum and Instruction

1. Annual Approval of T-TESS Certified Appraisers for 20-21
2. Consider Approval 4-H as an Extracurricular Activity and Adjunct Faculty

E. Students

PRESENTATION ITEMS

- A. Governance
- B. Business and Operations
- C. Curriculum and Instruction

DISCUSSION AND ACTION ITEMS

- A. Curriculum and Instruction
- B. Business and Operations
 1. Discuss and Consider Approval of Final Budget Amendments for FY 2019-2020.

A motion was made by Anthony Dorotik and a second was made by Rich DuBroc. Motion passed 7-0.

2. Discuss and Consider Approval of Resolution to Adopt 2020-2021 General Operating Budget.

A motion was made by Anthony Dorotik and a second by Susan Nohavitzka. Motion passed 7-0.

3. Discuss and Consider Approval of Ordinance Setting the M&O and I&S Tax Rates for FY 2020-2021.

A motion was made by Anthony Dorotik to approve the 2020-21 Ordinance Setting the M&O at 1.0546 and a second by Rich DuBroc. Motion passed 7-0.

A motion was made by Anthony Dorotik to approve the I&S Tax Rate of .0717 for 2020-21 and a second motion was made by Dennis Rawlings. Motion passed 7-0.

4. Review of Special Revenue Budgets for FY 2020-2021.
 5. Discussion of El Campo ISD Weight Room Project
- F. Governance

REVIEW ITEMS

- A. Curriculum and Instruction
 1. Business and Operations
 2. Governance

CLOSED SESSION: Texas Government Code § 551.074 (1) PERSONNEL MATTERS, to Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee.

The President of the Board called for an Executive Session in accordance with Texas Government code § 551.074 (1) PERSONNEL MATTERS to Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee. The Board entered Closed Session at 7:35 p.m. and reconvened in Open Session at 8:05 p.m.

PERSONNEL

A motion was made by Dennis Rawlings and a second by Greg Anderson to accept the Superintendent's personnel recommendation. Motion passed 7-0.

- **Ashley Nixon- ECHS Teacher – AVID**
- **Toshiba Brown – ECHS Teacher – Special Ed**

SUPERINTENDENT'S REPORT

- A. Governance
- B. Business and Support Services
 1. Extra-Curricular Attendance Procedures
- C. Personnel
- D. Curriculum and Instruction
 1. First Week Student Totals
- G. Students
- H. Community and Governmental Relations
 1. Board, Superintendent and District Goal Setting

There being no further business, the meeting adjourned at 8:18 p.m.

President, James Russell

Secretary, Greg Anderson

Minutes of Special Meeting

The Board of Trustees El Campo Independent School District

A Special meeting of the Board of Trustees of El Campo Independent School District was held on September 9, 2020, beginning at 6:00 PM in the Seminar Room at ECHS, 600 West Norris, El Campo, Texas 77437.

MEMBERS PRESENT: James Russell, Greg Anderson, Anthony Dorotik, Dennis Rawlings, Susan Nohavitza, Ed Erwin

MEMBERS ABSENT: Rich DuBroc

OTHERS PRESENT: Bob Callaghan, Tony Resendez

Board President, James Russell called the meeting to order at 6:04 p.m. James Russell gave the opening prayer followed by the Pledge of Allegiance. There was a quorum present.

OPEN SESSION: Team of 8 Board and Superintendent training, including review of proposed board operating procedures and the form of the Superintendent Evaluation instrument.

CLOSED SESSION: Pursuant to Texas Government Code 551.074, deliberation regarding board member(s) and Superintendent duties, roles and responsibilities.

Pursuant to Texas Government Code 551.071, consultation with attorney regarding board member(s) and Superintendent duties, roles and responsibilities.

There being no further business, the meeting was adjourned at 8:48 p.m.

President, James Russell

Secretary, Greg Anderson

Information Only

Meeting Date: September 22, 2020

Submitted by: David Bright, Assistant Superintendent for Finance

Consent Agenda: Business and Support Services

Quarterly Investment Report

Summary

According to the *Texas Government Code § 2256.023(a)*, *Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of investment transactions for all funds covered by this chapter for the preceding reporting period.*"

This information is taken from the Public Funds Investment Act.

ECISD Board Policy

CDA (LEGAL), OTHER REVENUES: INVESTMENTS, QUARTERLY REPORTS

Effective Date

August 31, 2020

Previous Board Action

Board reviews *Quarterly Investment Reports* in September, January, March, and June.

Future Action Expected

Next review, January 2021

Background Information and Significant Issues

None.

Fiscal Impact

None.

Student and Public Benefit

Closely monitoring district investments ensures the efficient use of public funds.

Procedural and Reporting Implications

None.

Public Comments

None.

Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<i>ECISD Quarterly Financial Report for Quarter Ending August 31, 2020</i>
Contact Person(s)	David Bright, Assistant Superintendent of Finance and Operations
Action Required	No Action Required. This is an information report only.
Superintendent's Recommendation	Information only. Bob Callaghan, Superintendent of Schools



ECISD QUARTERLY INVESTMENT REPORT

For Quarter Ending
August 31, 2020

Submitted September 22, 2020
ECISD Board Meeting

Prepared by David Bright,
Assistant Superintendent for Finance

**El Campo Independent School District
Quarterly Report of Investment Activity
Quarter Ending August 31, 2020**

Introduction

House Bill 2459, which was passed during the 1995 legislative session, amended a section of the Education Code dealing with investments. Code Section 2256.023 as amended requires that the Investment Officer of the District prepare a report of investment activity and position on a quarterly basis. The report that follows covers the period June 1, 2020 to August 31, 2020.

Investment Strategy for all Funds

The goal of the investment program is to maximize financial returns within current market conditions in accordance with Board Policy CDA (LEGAL) and CDA (LOCAL). All legal, authorized investments shall have sufficient liquidity to meet anticipated cash flow requirements, projected on a weekly, monthly, and annual basis. Investments should not exceed one (1) year in final, stated maturity. Only investments authorized by Board Policy CDA (LEGAL) and CDA (LOCAL) will be purchased. Investments should be purchased with the intent of holding until maturity.

Investment Activity for the Quarter Ending August 31, 2020

Interest earned at Prosperity Bank for the quarter totaled:	\$39,570.89
Interest earned at TexPOOL for the quarter totaled:	784.67
Interest earned at TexSTAR for the quarter totaled:	<u>540.63</u>
Total Interest Earned for the Quarter:	\$40,896.19

Diversification of Funds

As a part of the investment policy adopted by the Board, a written investment strategy is required which must describe the investment objective for each fund. One of the priorities listed in Board policy concerns diversification of the investment portfolio. As of August 31, 2020, the District's portfolio held \$9,860,245.37 or 78.75% of available funds with Prosperity Bank, \$1,554,716.59 or 12.42% with TexPOOL, and \$1,105,844.05 or 8.83% with TexSTAR. The portfolio balance was \$12,520,806.01.

Collateral

In order to protect the District from risk of loss related to uninsured cash balances, the District's depository bank pledges collateral to the District in the form of government securities. On August 31, 2020, securities pledged by the Prosperity State Bank to El Campo ISD had an estimated market value of \$15,970,713.21. With FDIC insurance the District has adequate collateral.


Investment Position at August 31, 2020

The attached report details the ending cash and investment balances for each of the past three months. Interest earned is posted to the General Ledger on a monthly basis.


Investment Officers' Certification

I hereby certify that the following information to the best of my knowledge is a true and accurate description of the investment portfolio of the El Campo Independent School District for the period ending August 31, 2020. All investments are in compliance with the Public Funds Investment Act (HB2459) and local investment policies.

Respectfully Submitted,



Joyce Supak
Investment Officer
El Campo Independent School District



David Bright
Assistant Superintendent for Finance
El Campo Independent School District

**EL CAMPO INDEPENDENT SCHOOL DISTRICT
 QUARTERLY CASH & INVESTMENT REPORT
 June 1, 2020 to August 31, 2020**

Prosperity Bank

Account Balances - Month End	Jun 20	Jul 20	Aug 20
Money Market Account	\$8,142,712.37	\$9,877,884.19	\$8,659,198.67
Capital Project Account	\$0.00	\$0.00	\$0.00
General Fund	\$3,008,596.98	\$1,357,604.45	\$915,174.14
General Fund - Investment Account	\$1,039.08	\$1,040.18	\$1,041.28
Payroll	\$249,288.34	\$246,058.49	\$265,709.31
Interest & Sinking	\$371,543.06	\$380,558.34	\$19,121.97
Total	\$11,773,179.83	\$11,863,145.65	\$9,860,245.37

Prosperity Bank

Interest Earned	Jun 20	Jul 20	Aug 20
Money Market Account	\$11,109.14	\$11,200.11	\$10,612.42
Capital Project Account	\$0.00	\$0.00	\$0.00
General Fund	\$1,534.69	\$1,726.12	\$1,192.94
General Fund - Investment Account	\$1.06	\$1.10	\$1.10
Payroll	\$381.76	\$458.41	\$393.59
Interest & Sinking	\$372.11	\$398.01	\$188.33
Total	\$13,398.76	\$13,783.75	\$12,388.38

Investment Pools

Account Balances - Month End	Jun 20	Jul 20	Aug 20
TexPool General Fund Investment Account	\$1,518,326.21	\$1,518,594.61	\$1,518,822.69
TexPool Family Crisis Fund	\$35,882.16	\$35,888.50	\$35,893.90
TexSTAR General	\$1,057,229.89	\$1,057,409.78	\$1,057,557.52
TexSTAR Debt Service	\$98,260.97	\$98,277.68	\$48,286.53
Total	\$2,709,699.23	\$2,710,170.57	\$2,660,560.64

Investment Pools

Interest Earned	Jun 20	Jul 20	Aug 20
TexPool General Fund Investment Account	\$270.04	\$268.40	\$228.08
TexPool Family Crisis Fund	\$6.41	\$6.34	\$5.40
TexSTAR General	\$171.50	\$179.89	\$147.74
TexSTAR Debt Service	\$15.94	\$16.71	\$8.85
Total	\$463.89	\$471.34	\$390.07

Average Monthly Rates

	Average Monthly Rate:		
	Prosperity All Accounts	TexPool	TexStar
Sep-19	1.21% - 1.51%	2.1635	2.1065
Oct-19	1.21% - 1.51%	1.9115	1.8510
Nov-19	1.21% - 1.51%	1.6774	1.6177
Dec-19	1.21% - 1.51%	1.6277	1.5643
Jan-20	1.21% - 1.51%	1.5925	1.5514
Feb-20	1.21% - 1.51%	1.5908	1.5641
Mar-20	1.21% - 1.51%	1.0034	0.9570
Apr-20	1.21% - 1.51%	0.4552	0.4447
May-20	1.25% - 1.51%	0.2685	0.2444
Jun-20	1.25% - 1.51%	0.2165	0.1974
Jul-20	1.25% - 1.51%	0.2082	0.2003
Aug-20	1.25% - 1.51%	0.1768	0.1645



TexSTAR
MONTHLY
NEWSLETTER
AUGUST 2020



PERFORMANCE

As of August 31, 2020

Current Invested Balance	\$9,465,008,033.71
Weighted Average Maturity (1)	28 Days
Weighted Average Maturity(2)	93 Days
Net Asset Value	1.000190
Total Number of Participants	931
Management Fee on Invested Balance	0.06%*
Interest Distributed	\$1,869,166.32
Management Fee Collected	\$493,579.82
% of Portfolio Invested Beyond 1 Year	6.83%
Standard & Poor's Current Rating	AAA _m

August Averages

Average Invested Balance	\$9,839,068,420.90
Average Monthly Yield, on a simple basis	0.1645%
Average Weighted Maturity (1)*	29 Days
Average Weighted Life (2)*	95 Days

Definition of Weighted Average Maturity (1) & (2)

(1) This weighted average maturity calculation uses the SEC Rule 2a-7 definition for stated maturity for any floating rate instrument held in the portfolio to determine the weighted average maturity for the pool. This Rule specifies that a variable rate instruction to be paid in 397 calendar days or less shall be deemed to have a maturity equal to the period remaining until the next readjustment of the interest rate.

(2) This weighted average maturity calculation uses the final maturity of any floating rate instruments held in the portfolio to calculate the weighted average maturity for the pool.

Rates reflect historical information and are not an indication of future performance.

NEW PARTICIPANTS

We would like to welcome the following entities who joined the TexSTAR program in August:

- * Travis County Housing Finance Corporation

HOLIDAY REMINDER

In observance of **Columbus Day**, **TexSTAR** will be closed on **Monday, October 12, 2020**. All ACH transactions initiated on Friday, October 9th will settle on Tuesday, October 13th. Please plan accordingly for your liquidity needs.

ECONOMIC COMMENTARY

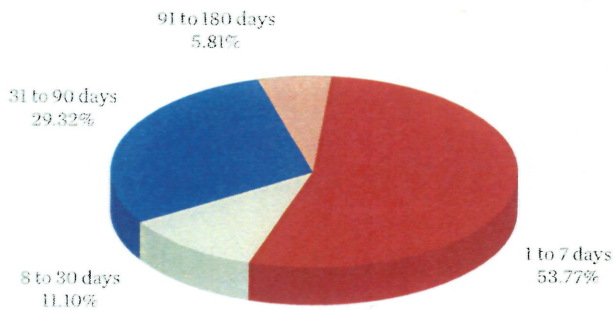
Market review

The market waved off a series of headwinds in August, despite delayed fiscal stimulus, an intensification of tensions between the U.S. and China, and a second wave of infections, which threatened the pace of economic recovery. Negotiations on a new COVID-19 relief bill stalled as the U.S. Senate adjourned in mid-August. An additional stimulus package appears unlikely before mid-September. This implies slightly lower U.S. Treasury bill issuance as there is no additional spending that requires funding. Therefore, yields on Treasury bills have continued to decline and currently stand near or at their 2-month low. The 3-month Treasury bill yield ended the month at 0.09%, and the 12-month Treasury bill yield at 0.11%. The August U.S. employment report showed solid gains despite the virus resurgence in the second half of July. Government employment increased 344,000, boosted by temporary Census hiring, while the private sector added about 1 million jobs. Additionally, many people are still being paid by their employers, under the Paycheck Protection Program (PPP), but are not actually working. As we shift into autumn, central bank policy continues to be the main fundamental driver of the market. While the ultra-accommodative monetary policy stance remains unchanged, Federal Reserve (Fed) Chairman Jerome Powell made some important announcements about the Fed's overall framework at the annual Jackson Hole symposium. The shift to an average inflation targeting approach—under which the Fed will allow inflation to remain above 2%, to make up for the fact that it has been running below 2% for an extended period of time—was largely anticipated by the market, even if it was expected to be announced at a later date. The more noteworthy incremental change is in the approach to the unemployment rate, with the Fed in future only responding to “shortfalls” and not “deviations”. In other words, a low unemployment rate alone will no longer cause the Fed to raise rates. These changes solidify the Fed's easy policy and remove the tail risk of a taper tantrum-like scenario for fixed income markets. Investor optimism across markets continued in August amid mounting hopes for a COVID-19 vaccine and data reaffirming solid global growth.

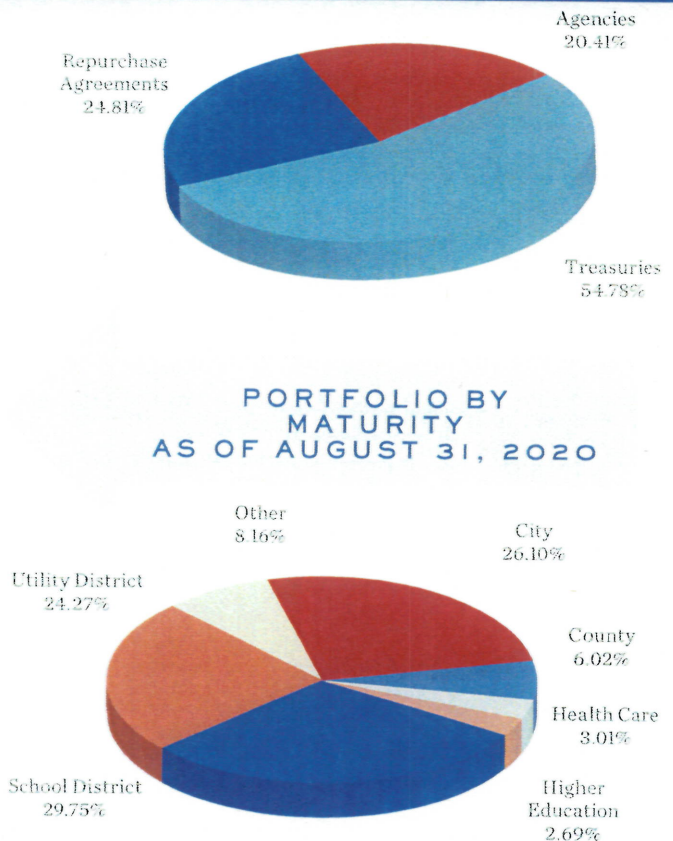
(continued page 4)

INFORMATION AT A GLANCE

**PORTFOLIO BY
TYPE OF INVESTMENT
AS OF AUGUST 31, 2020**



**DISTRIBUTION OF
PARTICIPANTS BY TYPE
AS OF AUGUST 31, 2020**



HISTORICAL PROGRAM INFORMATION

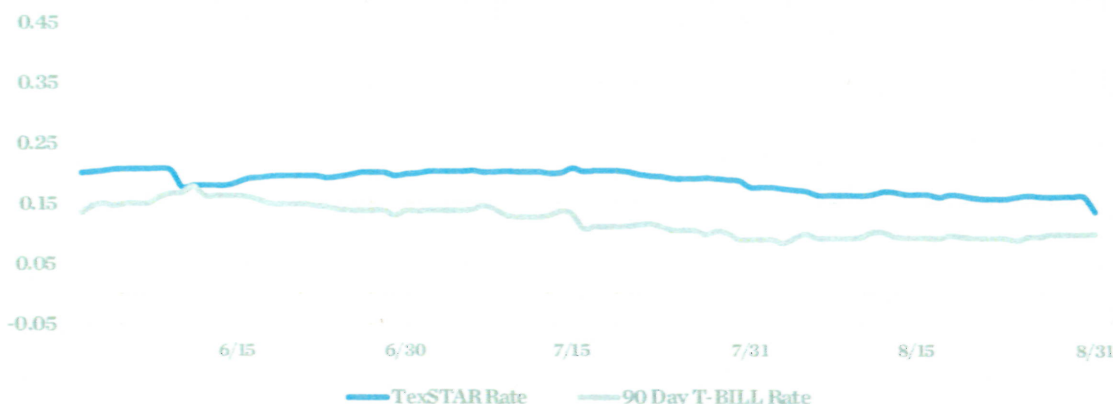
MONTH	AVERAGE RATE	BOOK VALUE	MARKET VALUE	NET ASSET VALUE	WAM (1)*	WAM (2)*	NUMBER OF PARTICIPANTS
Aug 20	0.1645%	\$ 9,465,008,033.71	\$ 9,466,814,693.25	1,000190	29	95	931
Jul 20	0.2003%	10,009,983,894.25	10,012,082,381.15	1,000209	27	101	930
Jun 20	0.1974%	9,671,601,669.74	9,674,049,521.47	1,000253	33	108	927
May 20	0.2444%	9,711,678,322.09	9,714,791,961.71	1,000320	29	103	924
Apr 20	0.4447%	9,402,508,666.82	9,406,011,209.34	1,000372	27	111	923
Mar 20	0.9570%	8,656,111,186.51	8,662,045,828.91	1,000685	27	108	922
Feb 20	1.5641%	9,669,676,298.74	9,671,875,580.06	1,000213	32	84	921
Jan 20	1.5514%	9,728,196,391.64	9,728,681,551.87	1,000027	33	96	920
Dec 19	1.5643%	8,550,355,101.35	8,550,086,726.49	0.999959	36	110	918
Nov 19	1.6177%	8,004,510,359.61	8,003,923,189.55	0.999918	30	109	917
Oct 19	1.8510%	8,148,867,422.02	8,148,521,034.89	0.999957	24	109	915
Sep 19	2.1065%	7,801,760,097.32	7,801,464,171.79	0.999962	22	113	912

PORTFOLIO ASSET SUMMARY AS OF AUGUST 31, 2020

	BOOK VALUE	MARKET VALUE
Uninvested Balance	\$ 3,783.82	\$ 3,783.82
Accrual of Interest Income	3,508,369.41	3,508,369.41
Interest and Management Fees Payable	(1,850,991.31)	(1,850,991.31)
Payable for Investment Purchased	0.00	0.00
Repurchase Agreement	2,347,594,999.82	2,347,594,999.82
Government Securities	7,115,751,871.97	7,117,558,531.51
TOTAL	\$ 9,465,008,033.71	\$ 9,466,814,693.25

Market value of collateral supporting the Repurchase Agreements is at least 102% of the Book Value. The portfolio is managed by J.P. Morgan Chase & Co. and the assets are safekept in a separate custodial account at the Federal Reserve Bank in the name of TexSTAR. The only source of payment to the Participants are the assets of TexSTAR. There is no secondary source of payment for the pool such as insurance or guarantee. Should you require a copy of the portfolio, please contact TexSTAR Participant Services.

TEXSTAR VERSUS 90-DAY TREASURY BILL



This material is for information purposes only. This information does not represent an offer to buy or sell a security. The above rate information is obtained from sources that are believed to be reliable; however, its accuracy or completeness may be subject to change. The TexSTAR management fee may be waived in full or in part at the discretion of the TexSTAR co-administrators and the TexSTAR rate for the period shown reflects waiver of fees. This table represents historical investment performance, return to the customer, net of fees, and is not an indication of future performance. An investment in the security is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the issuer seeks to preserve the value of an investment of \$1.00 per share, it is possible to lose money by investing in the security. Information about these and other program details are in the fund's Information Statement which should be read carefully before investing. The yield on the 90-Day Treasury Bill ("T-Bill Yield") is shown for comparative purposes only. When comparing the investment returns of the TexSTAR pool to the T-Bill Yield, you should know that the TexSTAR pool consists of allocations of specific diversified securities as detailed in the respective Information Statements. The T-Bill Yield is taken from Bloomberg Finance L.P. and represents the daily closing yield on the then current 90-Day T-Bill. The TexSTAR yield is calculated in accordance with regulations governing the registration of open-end management investment companies under the Investment Company Act of 1940 as promulgated from time to time by the federal Securities and Exchange Commission.

DAILY SUMMARY FOR AUGUST 2020

DATE	MNY MKT FUND EQUIV. [SEC Std.]	DAILY ALLOCATION FACTOR	INVESTED BALANCE	MARKET VALUE PER SHARE	WAM DAYS (1)*	WAL DAYS (2)*
8/1/2020	0.1780%	0.000004877	\$10,009,983,894.25	1.000209	26	92
8/2/2020	0.1780%	0.000004877	\$10,009,983,894.25	1.000209	25	92
8/3/2020	0.1752%	0.000004801	\$10,057,005,467.35	1.000203	25	92
8/4/2020	0.1731%	0.000004743	\$10,085,330,278.03	1.000198	26	95
8/5/2020	0.1711%	0.000004687	\$10,079,127,085.75	1.000196	25	94
8/6/2020	0.1641%	0.000004495	\$10,403,327,378.73	1.000193	31	95
8/7/2020	0.1641%	0.000004497	\$10,386,332,243.16	1.000225	29	93
8/8/2020	0.1641%	0.000004497	\$10,386,332,243.16	1.000225	29	93
8/9/2020	0.1641%	0.000004497	\$10,386,332,243.16	1.000225	29	93
8/10/2020	0.1636%	0.000004481	\$10,360,011,812.93	1.000222	29	92
8/11/2020	0.1654%	0.000004531	\$10,312,001,353.80	1.000217	29	95
8/12/2020	0.1707%	0.000004676	\$10,049,552,788.49	1.000219	30	97
8/13/2020	0.1695%	0.000004644	\$9,957,519,805.74	1.000221	30	96
8/14/2020	0.1657%	0.000004540	\$9,816,427,627.59	1.000212	30	96
8/15/2020	0.1657%	0.000004540	\$9,816,427,627.59	1.000212	30	96
8/16/2020	0.1657%	0.000004540	\$9,816,427,627.59	1.000212	30	96
8/17/2020	0.1612%	0.000004416	\$9,722,423,784.51	1.000212	33	96
8/18/2020	0.1656%	0.000004536	\$9,648,481,650.28	1.000219	33	97
8/19/2020	0.1640%	0.000004492	\$9,650,344,654.78	1.000213	32	97
8/20/2020	0.1603%	0.000004391	\$9,617,250,483.92	1.000213	33	100
8/21/2020	0.1584%	0.000004341	\$9,577,985,333.08	1.000202	32	98
8/22/2020	0.1584%	0.000004341	\$9,577,985,333.08	1.000202	32	98
8/23/2020	0.1584%	0.000004341	\$9,577,985,333.08	1.000202	32	98
8/24/2020	0.1619%	0.000004436	\$9,493,403,053.58	1.000204	31	98
8/25/2020	0.1642%	0.000004500	\$9,554,124,879.16	1.000206	31	97
8/26/2020	0.1625%	0.000004451	\$9,513,321,343.61	1.000207	30	97
8/27/2020	0.1619%	0.000004436	\$9,453,723,277.56	1.000209	30	97
8/28/2020	0.1626%	0.000004455	\$9,408,986,838.71	1.000200	28	95
8/29/2020	0.1626%	0.000004455	\$9,408,986,838.71	1.000200	28	95
8/30/2020	0.1626%	0.000004455	\$9,408,986,838.71	1.000200	28	95
8/31/2020	0.1369%	0.000003750	\$9,465,008,033.71	1.000190	28	93
Average	0.1645%	0.000004507	\$9,839,068,420.90		29	95



(continued from page 1)

Outlook

The COVID-19 health crisis and economic shutdowns have resulted in a massive \$2 trillion hole in U.S. output. Since the trough in April, the economy has recovered a good deal of its initial losses, but economic activity remains depressed and unemployment is still high relative to pre-COVID levels. As of July, real consumption remains 4.7% below pre-COVID levels, retracing about -75% of its decline. That said, high frequency activity data since July hints at further losses in economic momentum after a second wave of cases in southern and western states brought daily new cases in the U.S. to a new high of over 70,000 a day. Since then, the pace of increase in new virus cases has moderated to closer to 50,000 a day. We expect that a full recovery will be slow until there is a widely available vaccine, as different regions of the economy are in various stages of reopening depending on the virus's development in that area. While the U.S. government's response has been swift and significant, an additional fiscal stimulus package will be critical to keeping the economic recovery on track. Over 27 million people were receiving some sort of unemployment benefit as of the end of June. The White House and Congress are currently debating how to replace the July 31st expiration of enhanced unemployment benefits. Additionally, PPP loans could be keeping more than 20 million people employed that would have otherwise been out of work. We expect the Fed to maintain its aggressive quantitative easing (QE) program through the end of 2020, purchasing over \$2 trillion in U.S. Treasuries and \$1 trillion in gross agency mortgage-backed securities (MBS) purchases. We also expect the Fed to keep policy rates at the zero lower bound for the foreseeable future. Easy monetary policy that will persist for a substantial period of time will likely continue to be successful in promoting market liquidity and stabilizing inflation expectations but may struggle to fully offset the negative shock to real economic growth unless additional government aid is announced. However, we maintain a close eye on corporate solvency and defaults, as they pose a danger as the economy has structurally shifted as a result of the new social distancing requirements. The virus will determine the course of the recovery until there is a broadly distributed vaccine. Therefore, we expect the unemployment rate to remain elevated. Following the conclusion of the Democratic and Republican conventions and the Fed's announcement of the results of its prolonged inflation policy review, the U.S. presidential election will take center stage as the next significant catalyst for markets.

This information is an excerpt from an economic report dated August 2020 provided to TexSTAR by JP Morgan Asset Management, Inc., the investment manager of the TexSTAR pool.

TEXSTAR BOARD MEMBERS

William Chapman	Central Texas Regional Mobility Authority	Governing Board President
Nell Lange	City of Frisco	Governing Board Vice President
Eric Cannon	City of Allen	Governing Board Treasurer
David Medanich	Hilltop Securities	Governing Board Secretary
Jennifer Novak	J.P. Morgan Asset Management	Governing Board Asst. Sec./Treas
Monte Mercer	North Central TX Council of Government	Advisory Board
Becky Brooks	City of Grand Prairie	Advisory Board
David Pate	Richardson ISD	Advisory Board
James Mauldin	DFW Airport/Non-Participant	Advisory Board
Sandra Newby	Tarrant Regional Water Dist/Non-Participant	Advisory Board
Ron Whitehead	Qualified Non-Participant	Advisory Board

The material provided to TexSTAR from J.P. Morgan Asset Management, Inc., the investment manager of the TexSTAR pool, is for informational and educational purposes only, as of the date of writing and may change at any time based on market or other conditions and may not come to pass. While we believe the information presented is reliable, we cannot guarantee its accuracy. HilltopSecurities is a wholly owned subsidiary of Hilltop Holdings, Inc. (NYSE: HTH) located at 1201 Elm Street, Suite 3500, Dallas, Texas 75270, (214) 859-1800. Member NYSE/FINRA/SIPC. Past performance is no guarantee of future results. Investment Management Services are offered through J.P. Morgan Asset Management Inc. and/or its affiliates. Marketing and Enrollment duties are offered through HilltopSecurities and/or its affiliates. HilltopSecurities and J.P. Morgan Asset Management Inc. are separate entities.





Monthly Newsletter: August 2020

ANNOUNCEMENTS

We welcome the following entities who joined TexPool in July 2020:

TexPool

City of Stanton
City of Stanton Economic Development Corporation
Montrose Redevelopment Authority/TIRZ 27

TexPool Prime

City of Midland
Deaf Smith County

Upcoming Events

IMPORTANT MESSAGE

Due to efforts to reduce the spread of COVID-19, all summer events have been cancelled

Sep 21, 2020 - Sep 24 2020
72nd Annual CTAT (County Treasurers Assoc of TX) Conference
Hilton Waco, Austin

Oct 02, 2020 - Oct 04, 2020
TASA/TASB Annual Conference
Hilton Waco, Austin

Oct 14, 2020 - Oct 16, 2020
TML Annual Conference
Henry B. Gonzalez Convention Center,
San Antonio

Nov 4, 2020 - Nov 6, 2020
GFOAT Fall Conference
Sheraton Arlington Hotel,
San Marcos

TexPool Advisory Board Members

David Garcia	Jerry Dale
Patrick Krishock	David Landeros
Belinda Weaver	Sharon Matthews
Deborah Lauder milk	Vivian Wood

Overseen by the State of Texas Comptroller of Public Accounts Glenn Hegar.

Operated under the supervision of the Texas Treasury Safekeeping Trust Company

Economic and Market Commentary: No shortage of smart

August 1, 2020

The month of June—and the year for that matter—has shown the dynamic nature of the liquidity space. While stability is the asset class' defining feature, its reputation as static has always been unwarranted. Cash products are essential to the fluidity of the markets, especially in times of uncertainty, and crucial to portfolio reallocation, personal finances and capital expenditures in times of growth. All you have to do is look at flows.

As the markets tanked due to fear of Covid-19, assets in government funds skyrocketed for their relative safety. The vast majority of that money came from investors selling positions in stocks, but some came from institutional prime portfolios. As it became clear the pandemic wasn't ushering in the apocalypse and the Federal Reserve and Congress stepped up, institutional prime funds regained assets, growing nearly 36% from March 31 to June 29. We consider this a vote of confidence from investors who value them for the combination of relative safety and a yield spread above many cash-like alternatives. The London interbank offered rate (Libor) fell slightly over June, but has an attractive spread of around five to 40 basis points over Treasuries depending on the point of the curve.

While the influx is impressive, flows reversed slightly in June. This is not a negative, but further proof of the dynamic aspect of the money markets, showing they are part of the

(continued page 6)

Performance as of July 31, 2020

	TexPool	TexPool Prime
Current Invested Balance	\$26,239,704,598.53	\$7,618,619,482.39
Weighted Average Maturity**	28	50
Weighted Average Life**	98	55
Net Asset Value	1.00025	1.00046
Total Number of Participants	2619	428
Management Fee on Invested Balance	0.0450%	0.0550%
Interest Distributed	\$4,655,371.54	\$2,657,501.32
Management Fee Collected	\$882,194.98	\$320,891.77
Standard & Poor's Current Rating	AAAm	AAAm
Month Averages		
Average Invested Balance	\$26,383,063,181.58	\$7,496,660,274.74
Average Monthly Rate*	0.21%	0.42%
Average Weighted Average Maturity**	30	49
Average Weighted Average Life**	100	55

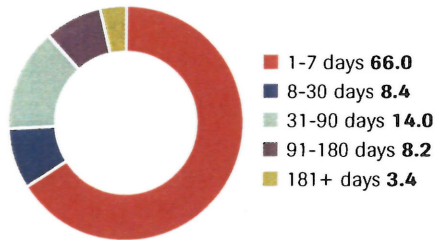
*This average monthly rate for TexPool Prime for each date may reflect a waiver of some portion or all of each of the management fees.

**See page 2 for definitions.

Past performance is no guarantee of future results.

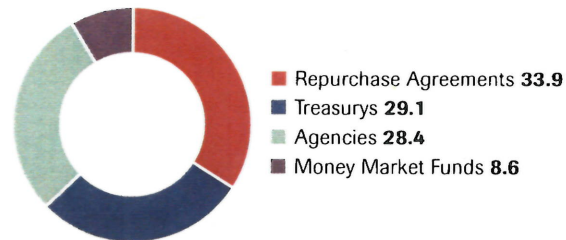
Portfolio by Maturity (%)

As of July 31, 2020



Portfolio by Type of Investment (%)

As of July 31, 2020



Portfolio Asset Summary as of July 31, 2020

	Book Value	Market Value
Uninvested Balance	\$468.57	\$468.57
Receivable for Investments Sold	0.00	0.00
Accrual of Interest Income	11,081,558.57	11,081,558.57
Interest and Management Fees Payable	-4,655,390.78	-4,655,390.78
Payable for Investments Purchased	-65,000,000.00	-65,000,000.00
Accrued Expenses & Taxes	-28,524.18	-28,524.18
Repurchase Agreements	8,925,779,000.00	8,925,779,000.00
Mutual Fund Investments	2,249,074,000.00	2,249,074,000.00
Government Securities	7,425,304,957.05	7,426,090,744.19
U.S. Treasury Inflation Protected Securities	1,023,146,039.87	1,023,924,547.12
U.S. Treasury Bills	5,430,508,413.65	5,431,573,249.99
U.S. Treasury Notes	1,244,494,075.78	1,248,241,301.29
Total	\$26,239,704,598.53	\$26,246,080,954.77

Market value of collateral supporting the Repurchase Agreements is at least 102% of the Book Value. The portfolio is managed by Federated Investment Counseling and the assets are safe kept in a separate custodial account at State Street Bank in the name of TexPool. The only source of payment to the Participants is the assets of TexPool. There is no secondary source of payment for the pool such as insurance or State guarantee. Should you require a copy of the portfolio, please contact TexPool Participant Services.

Participant Summary

	Number of Participants	Balance
School District	598	\$7,637,562,527.01
Higher Education	59	\$1,320,504,301.75
Healthcare	87	\$1,516,406,941.06
Utility District	831	\$3,299,844,290.46
City	480	\$7,166,577,287.29
County	189	\$2,896,660,389.49
Other	375	\$2,402,812,582.97

**Definition of Weighted Average Maturity and Weighted Average Life

WAM is the mean average of the periods of time remaining until the securities held in TexPool (a) are scheduled to be repaid, (b) would be repaid upon a demand by TexPool, or (c) are scheduled to have their interest rate readjusted to reflect current market rates. Securities with adjustable rates payable upon demand are treated as maturing on the earlier of the two dates set forth in (b) and (c) if their scheduled maturity is 397 days or less; and the later of the two dates set forth in (b) and (c) if their scheduled maturity is more than 397 days. The mean is weighted based on the percentage of the amortized cost of the portfolio invested in each period.

WAL is calculated in the same manner as WAM, but is based solely on the periods of time remaining until the securities held in TexPool (a) are scheduled to be repaid or (b) would be repaid upon a demand by TexPool, without reference to when interest rates of securities within TexPool are scheduled to be readjusted.



Daily Summary

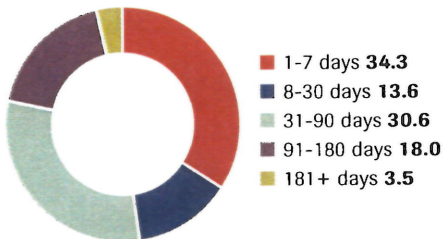
Date	Money Mkt. Fund Equiv. (SEC Std.)	Dividend Factor	TexPool Invested Balance	NAV	WAM Days	WAL Days
7/1	0.2166%	0.000005933	\$26,718,307,976.99	1.00029	32	105
7/2	0.2217%	0.000006073	\$26,482,383,200.61	1.00027	33	107
7/3	0.2217%	0.000006073	\$26,482,383,200.61	1.00027	33	107
7/4	0.2217%	0.000006073	\$26,482,383,200.61	1.00027	33	107
7/5	0.2217%	0.000006073	\$26,482,383,200.61	1.00027	33	107
7/6	0.2238%	0.000006131	\$26,458,088,740.75	1.00027	31	103
7/7	0.2149%	0.000005888	\$26,566,956,043.52	1.00027	30	102
7/8	0.2128%	0.000005830	\$26,510,544,113.33	1.00028	30	102
7/9	0.2144%	0.000005875	\$26,366,283,857.46	1.00028	30	102
7/10	0.2133%	0.000005845	\$26,407,120,746.42	1.00027	30	101
7/11	0.2133%	0.000005845	\$26,407,120,746.42	1.00027	30	101
7/12	0.2133%	0.000005845	\$26,407,120,746.42	1.00027	30	101
7/13	0.2149%	0.000005887	\$26,295,031,703.04	1.00027	28	99
7/14	0.2139%	0.000005861	\$26,070,944,735.95	1.00027	28	99
7/15	0.2224%	0.000006093	\$26,211,819,781.60	1.00027	27	98
7/16	0.2087%	0.000005718	\$26,185,043,639.97	1.00027	29	99
7/17	0.2065%	0.000005657	\$26,123,776,344.17	1.00027	30	99
7/18	0.2065%	0.000005657	\$26,123,776,344.17	1.00027	30	99
7/19	0.2065%	0.000005657	\$26,123,776,344.17	1.00027	30	99
7/20	0.2083%	0.000005707	\$26,156,346,000.74	1.00027	28	96
7/21	0.2019%	0.000005531	\$26,339,257,856.32	1.00027	27	95
7/22	0.1990%	0.000005453	\$26,243,569,865.62	1.00026	28	97
7/23	0.1970%	0.000005398	\$26,379,987,975.73	1.00025	28	97
7/24	0.1922%	0.000005265	\$26,627,568,830.26	1.00025	30	97
7/25	0.1922%	0.000005265	\$26,627,568,830.26	1.00025	30	97
7/26	0.1922%	0.000005265	\$26,627,568,830.26	1.00025	30	97
7/27	0.1956%	0.000005360	\$26,630,882,435.31	1.00025	27	95
7/28	0.1944%	0.000005325	\$26,516,756,030.16	1.00025	28	95
7/29	0.1921%	0.000005264	\$26,396,453,795.98	1.00024	28	96
7/30	0.2118%	0.000005804	\$26,184,048,912.94	1.00025	28	98
7/31	0.1874%	0.000005133	\$26,239,704,598.53	1.00025	28	98
Average:	0.2082%	0.000005703	\$26,383,063,181.58	1.00026	30	100



TEXPOOL Prime

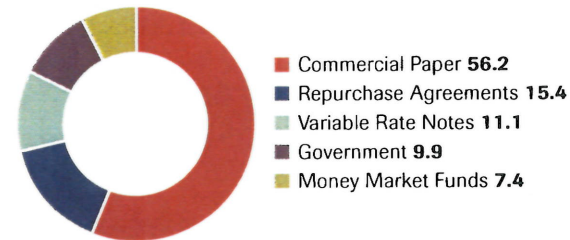
Portfolio by Maturity (%)

As of July 31, 2020



Portfolio by Type of Investment (%)

As of July 31, 2020



Portfolio Asset Summary as of July 31, 2020

	Book Value	Market Value
Uninvested Balance	\$79.87	\$79.87
Receivable for Investments Sold	0.00	0.00
Accrual of Interest Income	588,773.15	588,773.15
Interest and Management Fees Payable	-2,657,504.55	-2,657,504.55
Payable for Investments Purchased	0.00	0.00
Accrued Expenses & Taxes	-10,496.53	-10,496.53
Repurchase Agreements	1,174,265,000.00	1,174,265,000.00
Commercial Paper	4,214,963,740.10	4,218,226,160.04
Bank Instruments	0.00	0.00
Mutual Fund Investments	562,126,499.35	562,052,003.75
Government Securities	753,843,391.00	753,915,379.00
Variable Rate Notes	915,500,000.00	915,738,400.00
Total	\$7,618,619,482.39	\$7,622,117,794.73

Market value of collateral supporting the Repurchase Agreements is at least 102% of the Book Value. The portfolio is managed by Federated Investment Counseling and the assets are safe kept in a separate custodial account at State Street Bank in the name of TexPool Prime. The assets of TexPool Prime are the only source of payments to the Participants. There is no secondary source of payment for the pool such as insurance or State guarantee. Should you require a copy of the portfolio, please contact TexPool Participant Services

Participant Summary

	Number of Participants	Balance
School District	127	\$2,443,323,782.60
Higher Education	19	\$604,530,064.88
Healthcare	17	\$394,917,202.57
Utility District	47	\$317,489,600.45
City	86	\$1,908,685,090.30
County	43	\$543,947,489.83
Other	89	\$1,405,663,278.50



TEXPOOL Prime

Daily Summary

Date	Money Mkt. Fund Equiv. (SEC Std.)	Dividend Factor	TexPool Prime Invested Balance	NAV	WAM Days	WAL Days
7/1	0.4745%	0.000012999	\$7,389,425,719.35	1.00068	51	57
7/2	0.4777%	0.000013089	\$7,340,243,903.59	1.00064	53	59
7/3	0.4777%	0.000013089	\$7,340,243,903.59	1.00064	53	59
7/4	0.4777%	0.000013089	\$7,340,243,903.59	1.00064	53	59
7/5	0.4777%	0.000013089	\$7,340,243,903.59	1.00064	53	59
7/6	0.4587%	0.000012567	\$7,363,868,869.90	1.00063	49	56
7/7	0.4611%	0.000012634	\$7,363,202,282.11	1.00063	49	55
7/8	0.4499%	0.000012327	\$7,332,147,163.04	1.00061	51	57
7/9	0.4345%	0.000011904	\$7,417,059,103.50	1.00060	50	56
7/10	0.4361%	0.000011948	\$7,415,166,154.79	1.00057	49	56
7/11	0.4361%	0.000011948	\$7,415,166,154.79	1.00057	49	56
7/12	0.4361%	0.000011948	\$7,415,166,154.79	1.00057	49	56
7/13	0.4007%	0.000010978	\$7,479,902,150.06	1.00056	47	53
7/14	0.4086%	0.000011195	\$7,462,240,614.63	1.00055	48	54
7/15	0.4083%	0.000011185	\$7,546,952,322.26	1.00054	49	55
7/16	0.3980%	0.000010904	\$7,532,245,545.63	1.00054	49	55
7/17	0.3997%	0.000010952	\$7,529,076,971.66	1.00052	49	54
7/18	0.3997%	0.000010952	\$7,529,076,971.66	1.00052	49	54
7/19	0.3997%	0.000010952	\$7,529,076,971.66	1.00052	49	54
7/20	0.3992%	0.000010938	\$7,535,168,053.78	1.00051	46	52
7/21	0.4054%	0.000011108	\$7,561,272,713.27	1.00050	46	52
7/22	0.3921%	0.000010742	\$7,547,207,247.20	1.00050	46	51
7/23	0.3914%	0.000010722	\$7,537,716,395.99	1.00049	48	53
7/24	0.3834%	0.000010504	\$7,600,324,338.92	1.00046	47	52
7/25	0.3834%	0.000010504	\$7,600,324,338.92	1.00046	47	52
7/26	0.3834%	0.000010504	\$7,600,324,338.92	1.00046	47	52
7/27	0.3823%	0.000010474	\$7,658,499,688.31	1.00046	46	51
7/28	0.3797%	0.000010403	\$7,722,262,214.15	1.00045	46	51
7/29	0.3781%	0.000010358	\$7,683,463,008.41	1.00046	49	71
7/30	0.3837%	0.000010511	\$7,650,537,932.58	1.00046	49	54
7/31	0.3818%	0.000010461	\$7,618,619,482.39	1.00046	50	55
Average:	0.4179%	0.000011451	\$7,496,660,274.74	1.00054	49	55



Participant Services
 1001 Texas Ave. Suite 1150
 Houston, TX 77002

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 700 W NORRIS ST
 EL CAMPO TX 77437-2432



1214

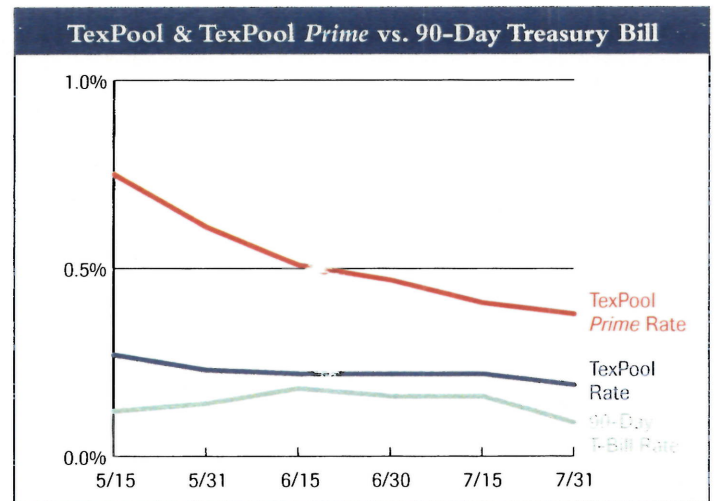
T6 P1

collective investing process. A certain amount of ebb and flow in money funds and similar portfolios, such as state pools, is part of the process, whether it's due to investors conserving dry powder for future purchases (witness strong retail sales and the stock market) or businesses withdrawing assets to restart operations. All of this fuels the economic recovery, which is what everyone wants.

Recent Fed action on rates has been helpful. No, not a rise in interest rates, but policymakers increased the overnight and term repo rates by five basis points. We had advocated for a bump in the reverse repo program to raise the floor on overnight rates. But the result has been similar as rates have increased.

Part of the reason for this rise is that the Fed moved the timing of its repo transactions from the morning to the afternoon. It may seem like a case of six of one, half a dozen of the other, but it is quite different. The majority of volume in the repo takes place between 7-9 a.m. While the Fed is offering a higher rate than before, dealers don't want to wait until 2 p.m. to be funded, so they are offering higher rates in the morning. The Fed wants this—and frankly most of its new programs—to operate as a backstop, not as an active part of the markets. It is another smart move by policymakers.

Treasury yields ended June with 1-month at 0.13%, 3-month at 0.15%, 6-month at 0.18% and 12-month at 0.17%. Libor ended the month with 1-month at 0.15%, 3-month at 0.25%, 6-month



90-Day Treasury Bill is a short-term debt instrument backed by the national government. These are used to collect immediate cash to meet outstanding obligations.

Any private investor can invest in a Treasury bill. The 90-Day Treasury Bill is a weighted average rate of the weekly auctions of 90-Day Treasury Bills.

Past performance is no guarantee of future results.

at 0.31% and 12-month at 0.45%. The weighted average maturity (WAM) at month-end was 28 days for TexPool and 50 days for TexPool Prime.



ECISD ANNUAL INVESTMENT REPORT

For Year Ending
August 31, 2020

Submitted September 22, 2020
ECISD Board Meeting

Prepared by David Bright,
Assistant Superintendent for Finance

**El Campo Independent School District
Annual Report of Investment Activity
Year Ending August 31, 2020**

Introduction

House Bill 2459, which was passed during the 1995 legislative session, amended a section of the Education Code dealing with investments. Code Section 2256.023 as amended requires that the Investment Officer of the District prepare a report of investment activity and position on a quarterly and annual basis. The report that follows covers the period September 1, 2019 to August 31, 2020.

Investment Strategy for all Funds

The goal of the investment program is to maximize financial returns within current market conditions in accordance with Board Policy CDA (LEGAL) and CDA (LOCAL). All legal, authorized investments shall have sufficient liquidity to meet anticipated cash flow requirements, projected on a weekly, monthly, and annual basis. Investments should not exceed one (1) year in final, stated maturity. Only investments authorized by Board Policy CDA (LEGAL) and CDA (LOCAL) will be purchased. Investments should be purchased with the intent of holding until maturity.

Investment Activity for the Year Ending August 31, 2020

Interest from checking accounts at Prosperity Bank totaled:	\$101,431.24
Interest earned at TexSTAR for the year totaled:	\$ 48,432.59
Interest earned at TexPOOL for the year totaled:	\$ 59,593.79
Total Interest Earned for the Year:	\$209,457.62

Diversification of Funds

As a part of the investment policy adopted by the Board, a written investment strategy is required which must describe the investment objective for each fund. One of the priorities listed in Board policy concerns diversification of the investment portfolio. As of August 31, 2020, the District's portfolio held \$9,860,245.37 or 78.75% of available funds with Prosperity Bank, \$1,554,716.59 or 12.42% with TexPOOL, and \$1,105,844.05 or 8.83% with TexSTAR. The portfolio balance was \$12,520,806.01.

Collateral

In order to protect the District from risk of loss related to uninsured cash balances, the District's depository bank pledges collateral to the District in the form of government securities. On August 31, 2020, securities pledged by the Prosperity State Bank to El Campo ISD had an estimated market value of \$15,970,713.21. With FDIC insurance the District has adequate collateral.

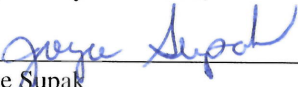
Investment Position at August 31, 2020

The attached report details the ending cash and investment balances for each of the past twelve months. Interest earned is posted to the General Ledger on a monthly basis.


Investment Officers' Certification

I hereby certify that the following information to the best of my knowledge is a true and accurate description of the investment portfolio of the El Campo Independent School District for the period ending August 31, 2020. All investments are in compliance with the Public Funds Investment Act (HB2459) and local investment policies.

Respectfully Submitted,



Joyce Supak
Investment Officer
El Campo Independent School District



David Bright
Assistant Superintendent for Finance
El Campo Independent School District

EL CAMPO INDEPENDENT SCHOOL DISTRICT
September 1, 2019 to August 31, 2020

Prosperity Bank

Balances - Month End	Sept 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20	Aug 20
Money Market Account	\$730,019	\$975,326	\$1,051,488	\$827,569	\$3,804,238	\$5,059,760	\$5,407,084	\$11,522,512	\$10,293,387	\$8,142,712	\$9,877,884	\$8,659,199
Capital Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$677,313	\$1,233,986	\$3,025,653	\$2,102,324	\$986,291	\$868,419	\$1,778,789	\$1,390,563	\$1,125,247	\$3,008,597	\$1,357,604	\$915,174
General Fund - Inv. Acct.	\$1,029	\$1,030	\$1,032	\$1,033	\$1,034	\$1,035	\$1,036	\$1,037	\$1,038	\$1,039	\$1,040	\$1,041
Payroll	\$244,837	\$243,921	\$247,605	\$46,578	\$247,608	\$256,518	\$302,722	\$247,125	\$63,901	\$249,288	\$246,058	\$265,709
Interest & Sinking	\$33,145	\$33,978	\$54,944	\$204,659	\$503,492	\$316,923	\$335,767	\$344,908	\$352,939	\$371,543	\$380,558	\$19,122
Total	\$1,686,343	\$2,488,242	\$4,380,722	\$3,182,163	\$5,542,663	\$6,502,654	\$7,825,398	\$13,506,146	\$11,836,511	\$11,773,180	\$11,863,146	\$9,860,245

Prosperity Bank

Balances - Month End	Sept 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul 19	Aug 19
Money Market Account	\$512.37	\$307.42	\$1,162.39	\$1,080.66	\$1,669.25	\$6,192.23	\$8,052.51	\$8,424.78	\$13,219.47	\$11,109.14	\$11,200.11	\$10,612.42
Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
General Fund	\$1,322.92	\$1,427.69	\$1,469.07	\$2,638.98	\$2,540.87	\$979.28	\$1,617.45	\$1,941.94	\$1,361.78	\$1,534.69	\$1,726.12	\$1,192.94
General Fund - Inv. Acct.	\$1.02	\$1.09	\$1.06	\$1.10	\$1.09	\$1.02	\$1.10	\$1.06	\$1.10	\$1.06	\$1.10	\$1.10
Payroll	\$380.05	\$383.85	\$480.15	\$417.91	\$360.45	\$256.19	\$514.16	\$484.99	\$545.55	\$381.76	\$458.41	\$393.59
Interest & Sinking	\$32.82	\$35.98	\$47.97	\$149.19	\$394.57	\$378.10	\$348.46	\$349.03	\$370.23	\$372.11	\$398.01	\$188.33
Total	\$2,249.18	\$2,156.03	\$3,160.64	\$4,287.84	\$4,966.23	\$7,806.82	\$10,553.68	\$11,201.80	\$15,498.13	\$13,398.76	\$13,783.75	\$12,388.38

TexPool / TexStar

Balances - Month End	Sept 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul 19	Aug 19
TP Gen. Fund - Inv. Acct.	\$6,668,338	\$6,477,285	\$6,486,215	\$6,495,154	\$6,503,938	\$6,512,158	\$4,516,418	\$1,517,710	\$1,518,056	\$1,518,326	\$1,518,595	\$1,518,823
TP Family Crisis Fund	\$35,574	\$35,632	\$35,681	\$35,730	\$35,778	\$35,824	\$35,854	\$35,868	\$35,876	\$35,882	\$35,889	\$35,894
TS General Fund	\$5,217,787	\$5,225,990	\$3,231,443	\$5,236,755	\$6,044,538	\$6,052,049	\$4,055,747	\$1,056,839	\$1,057,058	\$1,057,230	\$1,057,410	\$1,057,558
TS Debt Service	\$97,446	\$97,599	\$97,729	\$97,858	\$97,987	\$98,109	\$98,189	\$98,225	\$98,245	\$98,261	\$98,278	\$48,287
Total	\$12,019,145	\$11,836,506	\$9,851,068	\$11,865,497	\$12,682,242	\$12,698,140	\$8,706,208	\$2,708,641	\$2,709,235	\$2,709,699	\$2,710,171	\$2,660,561

TexPool / TexStar

Interest Earned	Sept 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul 19	Aug 19
TP Gen Fund - Inv. Acct.	\$8,726.24	\$8,946.67	\$8,930.18	\$8,938.73	\$8,784.64	\$8,220.11	\$4,259.36	\$1,292.24	\$346.09	\$270.04	\$268.40	\$228.08
TP Family Crisis Fund	\$63.11	\$57.74	\$49.15	\$49.17	\$48.33	\$45.24	\$30.52	\$13.44	\$8.16	\$6.41	\$6.34	\$5.40
TS General Fund	\$7,653.28	\$8,202.79	\$5,453.02	\$5,311.45	\$7,783.64	\$7,510.82	\$3,697.97	\$1,091.87	\$219.35	\$171.50	\$179.89	\$147.74
TS Debt Service	\$168.30	\$153.19	\$129.78	\$129.83	\$128.94	\$121.75	\$79.71	\$35.90	\$20.37	\$15.94	\$16.71	\$8.85
Total	\$16,610.93	\$17,360.39	\$14,562.13	\$14,429.18	\$16,745.55	\$15,897.92	\$8,067.56	\$2,433.45	\$593.97	\$463.89	\$471.34	\$390.07

Information Only

Meeting Date: September 22, 2020

Submitted by: David Bright, Assistant Superintendent for Finance

Consent Agenda: Business and Support Services

Annual Investment Report

Summary

According to the Texas Government Code § 2256.023(a), Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of investment transactions for all funds covered by this chapter for the preceding reporting period."

This information is taken from the Public Funds Investment Act.

ECISD Board Policy

CDA (LEGAL)

Effective Date

September 22, 2020

Previous Board Action

Board reviews *Annual Investment Reports* in September each year.

Future Action Expected

Next review, September 2021

Background Information and Significant Issues

None.

Fiscal Impact

None.

Student and Public Benefit

Closely monitoring district investments ensures the efficient use of public funds.

Procedural and Reporting Implications

None.

Public Comments

None.

Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<i>ECISD Annual Financial Report for Year Ending August 31, 2020.</i>
Contact Person(s)	David Bright, Assistant Superintendent of Finance and Operations
Action Required	No Action Required. This is an information report only.
Superintendent's Recommendation	Information only. Bob Callaghan, Superintendent of Schools

Information Only

Consent Agenda Item: 4.B.2

Meeting Date: September 22, 2020

Submitted By: David Bright, Assistant Superintendent for Finance and Operations

Business and Support Services

Review of Checks Written – August 2020

Summary

Although there is no statutory or policy requirement for the Board to review the bills paid during the previous month, a monthly review providing the Board an opportunity to ask questions regarding specific expenditures is a good practice for the Board to follow in overseeing the management of the District.

It is very helpful to the administration and helps in conducting an effective board meeting if questions are identified and asked prior to the meeting.

These bills have already been paid, and were previously authorized by the Board when you adopted the 2019-2020 General Operating Budget.

ECISD Board Policy

None.

Effective Date

August 31, 2020

Previous Board Action

Approval of 2019-2020 General Operating Budget on August 27, 2019 authorizing the expenditure of funds.

Future Action Expected

The Board will review the checks written for the previous month prior to each regular monthly board meeting.

Background Information and Significant Issues

None.

Fiscal Impact

Historical comparison of monthly check totals:

	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
September	\$1,399,678.56	\$1,033,938.71	\$1,031,015.79	\$1,052,671.02	\$1,252,160.22
October	\$1,126,642.32	\$612,795.03	\$615,403.39	\$865,293.51	\$1,056,049.90
November	\$1,747,797.79	\$1,169,787.64	\$1,041,346.73	\$1,015,743.04	\$664,161.80
December	\$1,011,674.34	\$664,688.91	\$862,671.89	\$617,427.10	\$1,046,214.62
January	\$1,690,791.76	\$1,090,651.74	\$887,610.54	\$847,546.49	\$641,404.47
February	\$1,494,298.77	\$1,064,617.04	\$717,930.31	\$845,469.44	\$1,065,827.01
March	\$1,627,997.80	\$713,711.66	\$606,138.91	\$835,179.38	\$894,418.57
April	\$1,686,657.61	\$801,504.57	\$911,663.00	\$798,454.62	\$799,043.32
May	\$1,540,860.07	\$845,031.62	\$795,284.57	\$730,489.82	\$705,674.91
June	\$1,587,984.05	\$741,139.54	\$775,625.86	\$791,598.44	\$569,718.88
July	\$1,930,095.39	\$1,045,946.97	\$433,133.73	\$1,007,717.35	\$724,540.33
August	\$3,188,684.97	\$936,491.89	\$1,277,244.77	\$1,076,206.11	\$2,162,210.77
Total	\$20,033,163.43	\$10,720,305.32	\$9,955,069.49	\$10,483,796.32	\$11,581,424.80

Student and Public Benefit Close monitoring of monthly bills paid and monthly cash flow helps to ensure the efficient use of public funds.

Procedural and Reporting Implications None.

Public Comments None.

Alternatives None.

Other Comments and Related Issues None.

Attachments List of checks written during the month are available in electronic format and were emailed to each member of the Board.

Submitted By David Bright, Assistant Superintendent of Finance and Operations

Action Required No action required. This is an information report only.

Recommendation Information only.

Bob Callaghan, Superintendent of Schools

For the Month of August

Check Nbr	Trans Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
		ADT COMMERCIAL	805248	451793-AUG	199-51-6299.00-999-099000	FIRE MONITORING	63.66	N
			805248	451793-AUG	199-51-6299.00-999-099000	REVERSAL	-63.66	N
						Totals for Vendor 05766	.00	
		AMAZON CAPITAL	006019	1NHD6QYT9YXD	199-51-6315.29-999-099000	GEN MAINT-COVID EXP	782.32	N
		AMAZON CAPITAL	006019	1NHD6QYT9YXD	199-51-6315.29-999-099000	REVERSAL	-782.32	N
			006019	1Y9D1MPY7JJQ	199-51-6315.29-999-099000	GEN MAINT-COVID EXP	116.06	N
			006019	1Y9D1MPY7JJQ	199-51-6315.29-999-099000	REVERSAL	-116.06	N
			006019	1Y9D1MPY7JJQ	199-51-6315.29-999-099000	GEN MAINT-COVID EXP	116.06	N
			006019	1Y9D1MPY7JJQ	199-51-6315.29-999-099000	REVERSAL	-116.06	N
						Totals for Vendor 06067	.00	
		DEANNA PATTERSON	005879	4580	199-36-6399.61-001-091000	DERBY DOLL UNIFORM SLEEVES	1,780.00	N
		DEANNA PATTERSON	005879	4580	199-36-6399.61-001-091000	REVERSAL	-1,780.00	N
						Totals for Vendor 09054	.00	
		GOPHER SPORT	006188	9762139	199-11-6399.29-001-011000	SUPPLIES-COVID 19	102.81	N
			006188	9762139	199-11-6399.29-001-011000	REVERSAL	-102.81	N
						Totals for Vendor 00722	.00	
		THOMAS C. KASPAR	800008	EC JV FB VS	199-36-6299.00-001-091W00	JV FB OFFICIAL	100.00	N
		THOMAS C. KASPAR	800008	EC JV FB VS	199-36-6299.00-001-091W00	REVERSAL	-100.00	N
						Totals for Vendor 06443	.00	
		KYRISH TRUCK CENTER	004185	x501027197:01	199-34-6399.00-999-099000	BUS PARTS-REPAIRS	752.07	N
		KYRISH TRUCK CENTER	004185	x501027197:01	199-34-6399.00-999-099000	REVERSAL	-752.07	N
						Totals for Vendor 08780	.00	
		AM EXP/QUILL	006012	8289277	199-41-6399.29-720-099000	COVID SUPPLIES	34,374.00	N
			006012	8289277	199-41-6399.29-720-099000	REVERSAL	-34,374.00	N
						Totals for Vendor 00748	.00	
		R&R PRINTING	004127	51710	199-51-6399.00-999-099000	GEN MAINT	182.96	N
		R&R PRINTING	000008		199-51-6399.00-999-099000	MAINT SUPP	200.71	N
			004127	51710	199-51-6399.00-999-099000	REVERSAL	-182.96	N
			000008		199-51-6399.00-999-099000	REVERSAL	-200.71	N
						Totals for Vendor 01567	.00	
		REGION 3 EDUC. SERVI	006146		199-13-6291.35-107-036000	READING ACADEMY TRAINING	400.00	N
			006146		199-13-6291.35-107-036000	REVERSAL	-400.00	N
		DENISE REK	000008	AGU 5-28	437-21-6411.01-751-123000	INDISTRICT TRAVEL	80.96	N
			000008	AGU 5-28	437-21-6411.01-751-123000	REVERSAL	-80.96	N
						Totals for Vendor 01653	.00	
		TEXAS COAST YARD MA	006211	4343	199-51-6247.00-999-099000	CAMPUS GROUNDS	373.46	N
			006211	4343	199-51-6247.00-999-099000	REVERSAL	-373.46	N
						Totals for Vendor 08785	.00	
		TEXAS STATE BILLING S	880008	21297	199-11-6299.00-999-023000	MEDICAID BILLING FEES	505.40	N
		TEXAS STATE BILLING S	880008	21297	199-11-6299.00-999-023000	REVERSAL	-505.40	N
						Totals for Vendor 08900	.00	
		RAUL TREVINO, JR	800008	EC JV FB VS	199-36-6299.00-001-091W00	JV FB OFFICIAL	100.00	N
		RAUL TREVINO, JR	800008	EC JV FB VS	199-36-6299.00-001-091W00	REVERSAL	-100.00	N
						Totals for Vendor 07040	.00	

For the Month of August

Check Nbr	Trans Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
		WALMART COMMUNITY	005395		199-11-6399.79-001-022000	CULINARY LAB EXPENSES	439.76	N
			005398		199-11-6399.80-001-022000	HORTICULTURE SUPPLIES	87.17	N
			004008		199-21-6399.00-999-099000	CURR OFFICE SUPP	9.08	N
			004008	07165	199-31-6399.40-999-024000	AT RISK STUDENT NECESSITIES	87.89	N
			006156		199-34-6399.02-999-099000	TRANS OFFICE SUPPLIES	117.57	N
			006215		199-34-6399.02-999-099000	BREAKROOM CHAIRS	39.32	N
			006206		199-36-6412.94-001-091000	Supplies for scrimmage	311.98	N
			004138		199-51-6315.00-999-099000	JANITORIAL	80.16	N
			004135		199-51-6317.00-999-099000	GROUPS	52.84	N
			004139		199-51-6319.00-999-099000	GEN MAINT-M&O SUPPLIES	168.24	N
			004139		199-51-6319.00-999-099000	GEN MAINT-M&O SUPPLIES	85.24	N
		WALMART COMMUNITY	005395		199-11-6399.79-001-022000	REVERSAL	-439.76	N
			005398		199-11-6399.80-001-022000	REVERSAL	-87.17	N
			004008		199-21-6399.00-999-099000	REVERSAL	-9.08	N
			004008	07165	199-31-6399.40-999-024000	REVERSAL	-87.89	N
			006215		199-34-6399.02-999-099000	REVERSAL	-39.32	N
			006156		199-34-6399.02-999-099000	REVERSAL	-117.57	N
			006206		199-36-6412.94-001-091000	REVERSAL	-311.98	N
			004138		199-51-6315.00-999-099000	REVERSAL	-80.16	N
			004135		199-51-6317.00-999-099000	REVERSAL	-52.84	N
			004139		199-51-6319.00-999-099000	REVERSAL	-168.24	N
			004139		199-51-6319.00-999-099000	REVERSAL	-85.24	N
					Totals for Vendor 00690		.00	
		WALMART COMMUNITY	006226		199-36-6412.90-001-0910SC	CROSS COUNTRY SUPPLIES	495.53	N
		WALMART COMMUNITY	006229		199-34-6399.02-999-099000	ANTIBACTERIAL HAND SANITIZE	13.46	N
			006229		199-34-6399.02-999-099000	REVERSAL	-13.46	N
			006226		199-36-6412.90-001-0910SC	REVERSAL	-495.53	N
066878	08-25-2020	TEXAS TEACHERS ALTE	DEDCH		863-00-2159.00-306-000000	AUG DED MISCELLANEOUS DED	435.00	N
066879	08-25-2020	ASSOC OF TX PROF ED	DEDCH		863-00-2159.00-006-000000	AUG DED TSTA DUES	198.66	N
066880	08-25-2020	SOUTHERN FARM BURE	DEDCH		863-00-2153.00-036-000000	AUG DED LIFE INSURANCE	754.80	N
066881	08-25-2020	TX CLASSROOM TEACH	DEDCH		863-00-2159.00-043-000000	AUG DED TSTA DUES	90.00	N
086317	09-15-2020	SAMIRA VILLEDA	072101	2 STUDENTS	199-00-5739.01-000-000000	LOST IN MAIL	-120.00	N
086379	08-10-2020	AQUA BEVERAGE CO/O	004366	988776	199-21-6269.00-999-099W00	WATER COOLER RENTAL/WATER	10.50	N
			004074	988532	199-34-6269.00-999-099000	WATER COOLER RENTAL/WATER	9.99	N
			004074	983985	199-34-6499.00-999-099000	WATER COOLER RENTAL/WATER	9.98	N
			004366	988290	199-41-6269.00-750-099000	WATER COOLER RENTAL/WATER	9.99	N
					Totals for Check 086379		40.46	
086380	08-10-2020	AM EXP/AT&T	004367	713A0160869555	199-51-6256.00-999-099000	PHONE LINE SERVICES	3,367.20	N
086381	08-10-2020	CENTERPOINT ENERGY	004010	DIST JULY	199-51-6258.00-999-099000	NATURAL GAS	2,541.78	N
086382	08-10-2020	CITY OF EL CAMPO UTIL	004011	JULY 2020	199-51-6255.00-999-099000	DISTRICTWIDE CITY UTILITIES	12,975.71	N

For the Month of August

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
086383	08-10-2020	AM EXP/HUNTON DISTRI	005936	IN522831	199-51-6249.00-999-099000	HVAC-H/S	666.88	N
			005989	IN526505	199-51-6249.00-999-099000	HVAC-H/S	1,288.97	N
			006002	IN534444	199-51-6249.00-999-099000	HVAC-MYATT	1,046.25	N
			005991	IN528950	199-51-6316.00-999-099000	HVAC	705.98	N
						Totals for Check 086383	3,708.08	
086384	08-10-2020	HODGES WELDING SUP	004344	CR47406	199-11-6269.70-001-022000	CYLINDER RENTALS	37.20	N
			004344	CR47403	199-11-6269.70-001-022000	CYLINDER RENTALS	173.60	N
			004344	CR47404	199-34-6269.00-999-099000	CYLINDER RENTALS	6.20	N
			004344	CR47405	199-51-6269.00-999-099000	CYLINDER RENTALS	18.60	N
			005021	256450	199-51-6316.00-999-099000	GEN MAINT-WELDING SUPP	25.00	N
						Totals for Check 086384	260.60	
086385	08-10-2020	AM EXP/HVAC MECHANI	004157	SCH027834	199-51-6249.00-999-099000	HVAC COMMERCIAL PM2971	995.00	N
			005415	SCH027833	199-51-6249.00-999-099000	HVAC-SERV AGREEMENT FACILI	1,195.17	N
			005415	SCH027475	199-51-6249.00-999-099000	HVAC-SERV AGREEMENT FACILI	1,195.17	N
			004157	SCH027476	199-51-6249.00-999-099000	HVAC COMMERCIAL PM2971	995.00	N
						Totals for Check 086385	4,380.34	
086386	08-10-2020	INTERSTATE PLASTICS	006085	7220524	199-23-6399.29-041-099000	PLEXIGLASS	1,219.00	N
			006023	7214653	199-41-6399.29-720-099000	DESK GUARDS	623.00	N
			006023	7213998	199-41-6399.29-720-099000	DESK GUARDS	744.37	N
			006023	7217481	199-41-6399.29-720-099000	DESK GUARDS	390.00	N
			006086	7220519	199-41-6399.29-720-099000	DESK GUARDS	275.00	N
			006047	7217595	199-51-6315.29-999-099000	COVID0-19 GUARDS	350.00	N
						Totals for Check 086386	3,601.37	
086387	08-10-2020	AM EXP/QUILL		940092	199-11-6399.00-102-011000	RETURN	-151.17	N
			005796	6846370	199-11-6399.09-041-011000	AVID SUPPLIES	1,046.66	N
			005796	6836468	199-11-6399.09-041-011000	AVID SUPPLIES	878.90	N
				971477	199-11-6399.09-041-011000	RETURN	-46.62	N
				971471	199-11-6399.09-041-011000	RETURN	-420.75	N
			005797	6856607	199-11-6399.21-041-011000	SCIENCE SUPPLIES	95.58	N
			005797	6879558	199-11-6399.21-041-011000	SCIENCE SUPPLIES	1,321.53	N
			005797	6897175	199-11-6399.21-041-011000	SCIENCE SUPPLIES	146.80	N
			005797	6927019	199-11-6399.21-041-011000	SCIENCE SUPPLIES	160.24	N
			005797	6971295	199-11-6399.21-041-011000	SCIENCE SUPPLIES	7.18	N
			005797	7379851	199-11-6399.21-041-011000	SCIENCE SUPPLIES	251.98	N
				978605	199-11-6399.21-041-011000	RETURN	-2.60	N
				979968	199-11-6399.21-041-011000	RETURN	-36.60	N
			005969	7772635	199-41-6399.00-750-099000	ADMIN SUPPLIES/HR SUPP	8.29	N
			005969	7781537	199-41-6399.00-750-099000	ADMIN SUPPLIES/HR SUPP	182.81	N
			005969	7788765	199-41-6399.00-750-099000	ADMIN SUPPLIES/HR SUPP	11.69	N
			005969	7486122	199-41-6399.00-750-099000	ADMIN SUPPLIES/HR SUPP	28.79	N
			005969	8015061	199-41-6399.00-750-099000	ADMIN SUPPLIES/HR SUPP	29.69	N
			005969	7781537	199-41-6399.00-750-0990HR	ADMIN SUPPLIES/HR SUPP	48.56	N
			005984	7861061	199-41-6399.00-750-0990HR	PRESENTATION COVERS	96.93	N
			005984	7844629	199-41-6399.00-750-0990HR	PRESENTATION COVERS	66.78	N

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			005984	8012065	199-41-6399.00-750-0990HR	PRESENTATION COVERS	17.37	N
						Totals for Check 086387	3,742.04	
086388	08-10-2020	TFS LEASING A PGM O F	004352	68976106-	437-21-6269.00-751-023000	COPIER LEASE-GARWOOD CAMP	124.95	N
086389	08-10-2020	WHARTON CO. ELECTRI	004348	4320133401-	199-51-6257.00-999-099000	ECMS ELECTRICITY SERVICE	11,044.00	N
086390	08-10-2020	WHARTON CO. ELECTRI	004349	M&T JULY 2020	199-51-6257.00-999-099000	ELECTRICITY SERVICE-M&T	1,750.00	N
086391	08-10-2020	AM EXP/XEROX	005296	010197485-	199-11-6269.00-001-011W00	COPIER LEASES	519.30	N
			005296	010457938-MAY	199-11-6269.00-001-011W00	COPIER LEASES	519.30	N
			005296	010197486-	199-21-6269.00-999-099W00	COPIER LEASES	197.08	N
			005296	010457939-MAY	199-21-6269.00-999-099W00	COPIER LEASES	197.08	N
			005296	010197484-	199-23-6269.00-102-099W00	COPIER LEASES	197.08	N
			005296	010457937-MAY	199-23-6269.00-102-099W00	COPIER LEASES	197.08	N
			005296	010197488-	199-23-6269.00-103-099W00	COPIER LEASES	197.08	N
			005296	010457941-MAY	199-23-6269.00-103-099W00	COPIER LEASES	197.08	N
			005296	010197487-	437-21-6269.00-751-023000	COPIER LEASES	197.08	N
			005296	010457940-MAY	437-21-6269.00-751-023000	COPIER LEASES	197.08	N
						Totals for Check 086391	2,615.24	
086392	08-10-2020	AM EXP/XEROX CORP	005299	010338892-	199-11-6269.00-041-011W00	COPIER LEASES	436.87	N
			005299	010457930-MAY	199-11-6269.00-041-011W00	COPIER LEASES	452.10	N
			005299	010197491-	199-11-6269.00-102-011W00	COPIER LEASES	436.87	N
			005299	010457945-MAY	199-11-6269.00-102-011W00	COPIER LEASES	452.10	N
			005299	010197477-	199-11-6269.00-103-011W00	COPIER LEASES	315.83	N
			005299	010525605-MAY	199-11-6269.00-103-011W00	COPIER LEASES	312.17	N
			005299	010197479-	199-11-6269.00-107-011W00	COPIER LEASES	315.83	N
			005299	010457932-MAY	199-11-6269.00-107-011W00	COPIER LEASES	312.17	N
			005299	010197490-	199-41-6269.00-750-099W00	COPIER LEASES	689.32	N
			005299	010457943-MAY	199-41-6269.00-750-099W00	COPIER LEASES	681.64	N
						Totals for Check 086392	4,404.90	
086393	08-10-2020	AM EXP/XEROX CORP	005300	010270306-	199-11-6269.00-001-011W00	COPIER LEASES	519.30	N
			005300	01097482-APRIL	199-11-6269.00-001-011W00	COPIER LEASES	258.93	N
			005300	010197481-	199-11-6269.00-001-011W00	COPIER LEASES	248.73	N
			005300	010525604-MAY	199-11-6269.00-001-011W00	COPIER LEASES	519.30	N
			005300	010457935-MAY	199-11-6269.00-001-011W00	COPIER LEASES	258.93	N
			005300	010457934-MAY	199-11-6269.00-001-011W00	COPIER LEASES	248.73	N
			005300	010293018-	199-11-6269.00-041-011W00	COPIER LEASES	524.02	N
			005300	010551232-MAY	199-11-6269.00-041-011W00	COPIER LEASES	524.02	N
			005300	010197492-	199-11-6269.00-102-011W00	COPIER LEASES	519.30	N
			005300	010457944-MAY	199-11-6269.00-102-011W00	COPIER LEASES	519.30	N
			005300	010197478-	199-11-6269.00-103-011W00	COPIER LEASES	519.30	N
			005300	010457931-MAY	199-11-6269.00-103-011W00	COPIER LEASES	519.30	N
			005300	010293019-	199-11-6269.00-107-011W00	COPIER LEASES	519.30	N
			005300	010551233-MAY	199-11-6269.00-107-011W00	COPIER LEASES	519.30	N
			005300	010197480-	199-31-6269.00-001-099W00	COPIER LEASES	197.08	N
			005300	010457933-MAY	199-31-6269.00-001-099W00	COPIER LEASES	197.08	N
			005300	010197483-	199-51-6269.00-999-099000	COPIER LEASES	186.88	N

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			005300	010457936-MAY	199-51-6269.00-999-099000	COPIER LEASES	186.88	N
						Totals for Check 086393	6,985.68	
086394	08-10-2020	AM EXP/XEROX	000004	010197476-	199-23-6269.00-041-099W00	COPIER LEASE-ADMIN ECMS	197.08	N
			000004	010457929-MAY	199-23-6269.00-041-099W00	COPIER LEASE-ADMIN ECMS	197.08	N
						Totals for Check 086394	394.16	
086395	08-11-2020	ACME ARCHITECTURAL	005895	5409221	199-51-6299.00-999-099000	H/S GIRLS FIELD HOUSE DOORS	4,680.79	N
086396	08-11-2020	AUTOZONE PARTS INC.	004066	1550146953	199-34-6399.01-999-099000	SHOP SUPPLIES-TRANS	269.97	N
			004064	1550143329	199-34-6399.03-999-099000	MAINT VEHICLES REPAIR PARTS	15.97	N
						Totals for Check 086396	285.94	
086397	08-11-2020	CINTAS CORP	004187	5023379872	199-34-6399.01-999-099000	FIRST AID SHOP SUPP	60.46	N
			006131	5023379886	199-51-6315.29-999-099000	COVID-19 SUPPLIES	250.00	N
			006132	5023379886	199-51-6319.00-999-099000	MEDICINE CABINET FIRST AID SU	193.11	N
			006020	5023309067	199-51-6319.00-999-099000	FIRST AID SUPPLIES-MAINT	458.25	N
						Totals for Check 086397	961.82	
086398	08-11-2020	DLUHOS REFRIGERATIO	006114	3930	199-51-6299.00-999-099000	ICE MACHINE/COOLER REPAIRS	245.00	N
			006114	3931	199-51-6299.00-999-099000	ICE MACHINE/COOLER REPAIRS	370.00	N
			006114	3933	199-51-6299.00-999-099000	ICE MACHINE/COOLER REPAIRS	220.00	N
			006114	3940	199-51-6299.00-999-099000	ICE MACHINE/COOLER REPAIRS	250.00	N
			006114	3934	199-51-6299.00-999-099000	ICE MACHINE/COOLER REPAIRS	195.00	N
						Totals for Check 086398	1,280.00	
086399	08-11-2020	EL CAMPO GLASS COM	004264	0062754	199-51-6299.00-999-099000	GEN MAINT CONT SERVICE	20.00	N
086400	08-11-2020	EL CAMPO LEADER NE	004362	RFP NOTICE	199-41-6499.00-720-099000	CLASSIFIED NOTICES/ADVERTIS	172.34	N
			004362	RFP NOTICE	199-41-6499.00-720-099000	CLASSIFIED NOTICES/ADVERTIS	172.34	N
			004362	CATE NOTICE	199-41-6499.00-720-099000	CLASSIFIED NOTICES/ADVERTIS	118.32	N
			004362	CATE NOTICE	199-41-6499.00-720-099000	CLASSIFIED NOTICES/ADVERTIS	118.32	N
			004362	ONLINE	199-41-6499.00-720-099000	CLASSIFIED NOTICES/ADVERTIS	118.32	N
			004362	ONLINE	199-41-6499.00-720-099000	CLASSIFIED NOTICES/ADVERTIS	118.32	N
			004362	ONLINE	199-41-6499.00-720-099000	CLASSIFIED NOTICES/ADVERTIS	118.32	N
			004362	ONLINE	199-41-6499.00-720-099000	CLASSIFIED NOTICES/ADVERTIS	118.32	N
			004362	ONLINE	199-41-6499.00-720-099000	CLASSIFIED NOTICES/ADVERTIS	118.32	N
			004362	ONLINE	199-41-6499.00-720-099000	CLASSIFIED NOTICES/ADVERTIS	118.32	N
			004362	SUBSTITUTE AD	199-41-6499.00-720-099000	CLASSIFIED NOTICES/ADVERTIS	70.01	N
			004362	SUBSTITUTE AD	199-41-6499.00-720-099000	CLASSIFIED NOTICES/ADVERTIS	70.01	N
						Totals for Check 086400	1,194.62	
086401	08-11-2020	EL CAMPO PARTS, INC.	004068	201787	199-34-6399.01-999-099000	SHOP SUPPLIES	18.76	N
086402	08-11-2020	GRACE UTLEY, TAC	004189	9106143	199-34-6299.00-999-099000	REGISTRATION RENEWAL	7.50	N
			004189	1335220	199-34-6299.00-999-099000	REGISTRATION RENEWAL	7.50	N
			004189	1335219	199-34-6299.00-999-099000	REGISTRATION RENEWAL	7.50	N
			004189	1335218	199-34-6299.00-999-099000	REGISTRATION RENEWAL	7.50	N
						Totals for Check 086402	30.00	
086403	08-11-2020	CARRIE HIBBS	000008	ECHS VB START	199-00-1108.03-000-000000	VOLLEYBALL 2020 START UP MO	500.00	N
086404	08-11-2020	KYRISH TRUCK CENTER	004185	X501026547:01	199-34-6399.00-999-099000	BUS PARTS-REPAIRS	162.34	N
086405	08-11-2020	MARK'S PLUMBING PAR	006104	INV001890885	199-51-6316.00-999-099000	PLUMBING SUPPLIES	126.71	N

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086406	08-11-2020	MARTIN ELECTRIC CO.	004083	167376	199-51-6319.00-999-099000	HVAC MAINT & REPAIR SUPP	27.80	N
086407	08-11-2020	NATIONAL BUGMOBILES	004261	702171	199-51-6299.00-999-099000	PEST CONTROL TERMITES	175.00	N
			004261	703856	199-51-6299.00-999-099000	PEST CONTROL TERMITES	200.00	N
			004261	703165	199-51-6299.00-999-099000	PEST CONTROL TERMITES	200.00	N
			004261	702443	199-51-6299.00-999-099000	PEST CONTROL TERMITES	175.00	N
Totals for Check 086407							750.00	
086408	08-11-2020	NXTEC USA, LLC.	006135	1125276	199-34-6399.00-999-099000	BUS SUPPLIES	525.60	N
086409	08-11-2020	O'REILLY AUTO PARTS	004069	0471-285865	199-34-6399.00-999-099000	BUS PARTS-REPAIRS	7.67	N
086410	08-11-2020	RICE FARMERS CO-OP, I	006136	2-177908	199-34-6249.01-999-099000	BUS TIRE REPAIR	18.00	N
			006137	2-178006	199-34-6249.01-999-099000	BUS TIRE AND WHEEL REPAIR	248.05	N
Totals for Check 086410							266.05	
086411	08-11-2020	RIOUX HARDWARE	005433	596111	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	14.99	N
			005433	596117	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	9.10	N
			005433	596124	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	14.71	N
			005433	596140	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	1.49	N
			005433	596166	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	7.19	N
			005433	596169	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	14.99	N
			005433	596175	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	7.82	N
			005433	596250	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	10.43	N
			005433	596258	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	13.35	N
			005433	596274	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	14.06	N
			005433	596283	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	13.85	N
			005433	596296	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	95.48	N
			005433	596309	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	3.49	N
			005433	596315	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	12.48	N
			005618	596349	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	24.99	N
			005618	596568	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	34.90	N
			005618	596569	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	50.98	N
			005618	596597	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	10.58	N
			005618	596646	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	58.17	N
			005618	596726	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	3.49	N
			005618	596776	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	18.99	N
			005618	596793	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	5.99	N
			005618	596794	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	7.49	N
			005618	596807	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	13.95	N
			005618	596813	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	4.25	N
			005618	596861	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	19.40	N
			005618	596867	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	3.80	N
			005618	596868	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	21.98	N
			005618	596891	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	14.99	N
			005618	597086	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	42.99	N
			005618	597114	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	25.98	N
			005618	596960	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	19.16	N
			005618	596992	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	5.95	N

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			005618	597009	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	32.95	N
			005618	597026	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	31.96	N
			005618	597049	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	6.30	N
			005618	597052	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	3.28	N
			005618	597054	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	36.95	N
			005618	597065	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	6.35	N
			005618	597069	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	15.99	N
					Totals for Check 086411		755.24	
086412	08-11-2020	RUSH BUS CENTERS	005535	STOCK#	199-34-6631.00-999-099000	2021 BLUE BIRD BUS	99,883.00	N
			005535	STOCK#	199-34-6631.00-999-099000	2021 BLUE BIRD BUS	99,883.00	N
			005535	STOCK#	199-34-6631.00-999-099000	2021 BLUE BIRD BUS	99,883.00	N
			005535	STOCK#	199-34-6631.00-999-099000	2021 BLUE BIRD BUS	99,883.00	N
			005535	STOCK#	199-34-6631.00-999-099000	2021 BLUE BIRD BUS	99,883.00	N
			005535	5 BLUEBIRD	199-34-6631.00-999-099000	BUYBOARD FEE-2021 BUSES	800.00	N
					Totals for Check 086412		500,215.00	
086413	08-11-2020	SCHMIDT IMPLEMENT, I	006003	19767	199-51-6317.00-999-099000	GROUNDS SUPPLIES/MAINT	145.47	N
			006003	19770	199-51-6317.00-999-099000	GROUNDS SUPPLIES/MAINT	15.98	N
			004324	19765	199-51-6317.00-999-099000	GROUNDS-BB/SB	137.98	N
					Totals for Check 086413		299.43	
086414	08-11-2020	SERVICE SUPPLY OF VI	004087	701064289	199-51-6319.00-999-099000	HVAC MAINT & REPAIR SUPP	52.90	N
086415	08-11-2020	SHIFFLER EQUIPMENT	006059	2019901500	199-51-6315.29-999-099000	COVID0-19 AIR HAND DISPENSER	8,739.65	N
086416	08-11-2020	SUTHERLANDS	005084	141603	199-51-6316.00-999-099000	CARPENTER-CAMPUS PROJECT	76.89	N
			005084	141739	199-51-6316.00-999-099000	CARPENTER-CAMPUS PROJECT	20.45	N
			005084	142196	199-51-6316.00-999-099000	CARPENTER-CAMPUS PROJECT	77.41	N
			005366	142050	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	100.49	N
			005366	142074	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	456.78	N
			005366	142167	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	2.57	N
			005366	142178	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	11.29	N
			005611	141600	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	241.36	N
			005611	141612	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	60.89	N
			005611	141699	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	11.35	N
			005611	141786	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	18.99	N
			005611	141788	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	127.52	N
			005611	141884	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	7.49	N
			005611	141738	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	67.95	N
			005611	141968	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	80.87	N
			005992	141617	199-51-6619.00-001-099FAC	H/S PARKING LOT	1,797.00	N
					Totals for Check 086416		3,159.30	
086417	08-11-2020	TEXAS ASSN OF SCHOO	004360	583749	199-41-6219.00-702-099000	DISTRICT PRINTING/UPDATES	1,122.53	N
086418	08-11-2020	TEXAS COAST YARD MA	006028	4350	199-34-6249.00-999-099000	MOVE BUSES TO SALVAGE YARD	375.00	N
086419	08-11-2020	TEXAS DEPT OF PUBLIC	004351	crs20200419229	199-41-6219.00-720-099000	CRIMINAL HISTORY CHECKS	11.00	N

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086420	08-11-2020	TEXAS MULTI-CHEM, LT	004171	16729	199-51-6247.00-999-099000	GROUND-BASEBALL	543.75	N
			004176	16730	199-51-6247.00-999-099000	GROUNDS-BB/SB	416.00	N
			004177	16731	199-51-6247.00-999-099000	GROUNDS-FOOTBALL PRACTICE	652.50	N
			004178	16732	199-51-6247.00-999-099000	GROUNDS-JR. HIGH FOOTBALL	326.25	N
			004181	16733	199-51-6247.00-999-099000	GROUNDS-JR. HIGH PRACT #2	326.25	N
			004183	16734	199-51-6247.00-999-099000	GROUNDS-SOFTBALL	217.50	N
						Totals for Check 086420	2,482.25	
086421	08-11-2020	TEXAS STATE BILLING S	000008	125MAC	199-11-6299.00-999-023000	MAC SERVICES	300.00	N
086422	08-11-2020	TRACTOR SUPPLY COM	006097	746089	199-34-6399.03-999-099000	WHEEL CHOCKS	39.96	N
086423	08-11-2020	UNIFIRST CORPORATIO	005608	8150881779	199-34-6299.00-999-099000	UNIFORMS	39.40	N
			005608	8150882453	199-34-6299.00-999-099000	UNIFORMS	39.40	N
						Totals for Check 086423	78.80	
086424	08-11-2020	UNITED AGRICULTURAL	005612	270362	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	20.39	N
086425	08-11-2020	VERTICAL SCHOOL PAR	006098	1628	199-34-6299.00-999-099000	INFINITI-I WORKFORCE TRAINING	1,375.00	N
086426	08-11-2020	WALSH GALLEGOS TRE	000008	590387	199-41-6211.00-720-023000	OIG INVESTIGATION LEGAL FEES	5,312.93	N
			000008	591877	199-41-6211.00-720-023000	COVID 19 LEGAL ISSUES SP ED	63.00	N
			000008	575857	199-41-6211.00-720-099000	OIL AND GAS LEASE LEGAL FEES	1,593.00	N
			000008	588768	199-41-6211.00-720-099000	OIL AND GAS LEASE LEGAL FEES	649.00	N
			000008	591878	199-41-6211.00-720-099000	RICEBIRD WEIGHT ROOM LEGAL	640.00	N
			000008	591879	199-41-6211.00-720-099000	CUSTODIAL CONTRACT LEGAL F	324.50	N
			000008	591880	199-41-6211.00-720-099000	DIST EMPLOYEE LEGAL FEES	557.00	N
			000008	590388	199-41-6499.01-701-099000	SUPT SEARCH LEGAL FEES	6,724.04	N
						Totals for Check 086426	15,863.47	
086427	08-11-2020	WHARTON CO. C.A.D.	000008	4TH QTR	199-41-6213.00-703-099000	FOURTH QTR APPRAISAL SHARE	60,340.00	N
086428	08-13-2020	AHA! PROCESS, INC.	005961	046581	255-13-6291.00-999-011000	STF DEV CONSULTANT & MAT'L	12,000.00	N
086429	08-13-2020	AMY BAILEY	081301	MAY WKSHP	313-31-6298.00-751-023000	WORKSHOP REGISTRATIONS	105.00	N
086430	08-13-2020	DATA RECOGNITION CO	597401	144295	199-31-6339.00-999-099Y00	ONLINE TESTSS	50.00	N
086431	08-13-2020	DSS DRIVING SAFETY S	004188	20-1476292	199-34-6299.00-999-099000	DRUG TESTING	65.00	N
086432	08-13-2020	EL CAMPO GLASS COM	006141	00062752	199-11-6399.29-001-022000	SUPPLIES-CTE-COVID	5,200.00	N
086433	08-13-2020	EL CAMPO MEMORIAL H	004314	HUDLING,	199-34-6216.00-999-099000	BUS DRIVER PHYSICALS	125.00	N
			004314	ACUNA,	199-34-6216.00-999-099000	BUS DRIVER PHYSICALS	125.00	N
			004314	GALVAN, JESUS	199-34-6216.00-999-099000	BUS DRIVER PHYSICALS	125.00	N
			004314	HARP, JAMES	199-34-6216.00-999-099000	BUS DRIVER PHYSICALS	125.00	N
			004314	HUMPHREYS,	199-34-6216.00-999-099000	BUS DRIVER PHYSICALS	125.00	N
			004314	JOHNSON,	199-34-6216.00-999-099000	BUS DRIVER PHYSICALS	125.00	N
			004314	SCHOENER,	199-34-6216.00-999-099000	BUS DRIVER PHYSICALS	125.00	N
			004314	SCHOENER,	199-34-6216.00-999-099000	BUS DRIVER PHYSICALS	125.00	N
			004314	SKINNER,	199-34-6216.00-999-099000	BUS DRIVER PHYSICALS	125.00	N
						Totals for Check 086433	1,125.00	

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086434	08-13-2020	FERGUSON ENTERPRIS	006102	H506653	199-51-6315.00-999-099000	ATHLETIC DETERGENT	2,143.46	N
			006102	H506653A	199-51-6315.00-999-099000	ATHLETIC DETERGENT	361.17	N
			006091	H506654	199-51-6315.29-999-099000	COVID-19 SUPPLIES	2,888.00	N
Totals for Check 086434							5,392.63	
086435	08-13-2020	FIRETRON, INC.	006016	153224	199-51-6299.00-999-099000	MIDD -SPRINKLER REPAIRS	3,948.00	N
			006010	153223	199-51-6299.00-999-099000	H/S FIRE SPRINKLER REPAIR	2,736.50	N
Totals for Check 086435							6,684.50	
086436	08-13-2020	GRAINGER	006044	9590411576	199-51-6319.00-999-099000	ELECTRICIAN	579.00	N
086437	08-13-2020	GULF COAST PAPER CO	006041	1904178	199-51-6315.29-999-099000	DISPENSERS-COVID-19	125.00	N
086438	08-13-2020	HALLETTSVILLE COMMU	005916	262688	199-34-6397.01-999-099000	MOBILE RADIOS-BUSES	5,582.16	N
086439	08-13-2020	HOTSY/CARLSON EQUIP	006170	105558	199-34-6399.03-999-099000	TRANSPORT VEHICLE WASH	350.00	N
086440	08-13-2020	KELSEY JOHNS	800008	EAST BERNARD	199-36-6412.93-001-0910VB	ECHS VOLLEYBALL GIRL MEALS	396.00	N
086441	08-13-2020	LINDA'S SAND & GRAVE	004777	6212	199-51-6317.00-999-099000	GROUNDS SUPPLIES&MATERIAL	1,451.10	N
086442	08-13-2020	MARK'S PLUMBING PAR	006142	INV001891161	199-51-6316.00-999-099000	PLUMBING	568.92	N
086443	08-13-2020	MID-AMERICAN RESEAR	006092	0706160-IN	199-51-6315.29-999-099000	COVID0-19 SUPPLIES	2,328.00	N
086444	08-13-2020	ORIENTAL TRADING CO	585901	703200699-01	211-11-6399.35-107-030000	INSTRUCTIONAL MATERIALS	90.00	N
086445	08-13-2020	PROFESSIONAL PHARM	006169	584081	199-34-6399.02-999-099000	MAIL OUT-UPS CHARGES	22.89	N
086446	08-13-2020	AM EXP/QUILL	006058	8691718	199-21-6399.00-999-099000	OFFICE SUPPLIES	30.59	N
			006058	8709226	199-21-6399.00-999-099000	OFFICE SUPPLIES	289.79	N
			006058	8680866	199-21-6399.02-999-099000	OFFICE SUPPLIES	253.99	N
			006058	8681180	199-41-6399.01-701-099000	OFFICE SUPPLIES	182.16	N
			006058	8709226	199-41-6399.01-701-099000	OFFICE SUPPLIES	24.28	N
Totals for Check 086446							780.81	
086447	08-13-2020	RELIANT	004303	1110299812551-	199-51-6257.00-999-099000	DISTRICT ELECTRICAL SERVICE	48,979.23	N
086448	08-13-2020	RICE FARMERS CO-OP, I	006171	2-179086	199-34-6249.01-999-099000	TIRE REPAIRS	204.35	N
086449	08-13-2020	RIOUX HARDWARE	617801	597567	199-11-6399.03-001-022000	SUPPLIES & MATERIALS	.67	N
			006178	597566,67	244-11-6399.00-001-022000	SUPPLIES & MATERIALS	94.34	N
Totals for Check 086449							95.01	
086450	08-13-2020	SETON INDENTIFICATIO	006093	9343993335	199-51-6316.00-999-099000	HUTCHINS-NURSE	62.55	N
086451	08-13-2020	KATHY J. SIMEK	006166	7 -TRANS DEPT	199-34-6299.00-999-099000	TRAINING-CPR	280.00	N
086452	08-13-2020	SHABBY CHIC BOUTIQU	081301	MASKS	199-41-6499.00-720-099000	MATERIALS FOR NEW TEACHER	390.00	N
086453	08-13-2020	TASSP	006165	51801-	199-34-6495.00-999-099000	MEMBERSHIP RENEWAL	255.00	N
086454	08-13-2020	TELECOMMUNICATIONS	004345	125725085-AUG	199-51-6259.00-999-099W00	INTERNET SERVICE	72.73	N
086455	08-21-2020	AMAZON CAPITAL		1PPGNJT14CYV	199-11-6399.00-102-011000	RETURN	-239.56	N
			006118	17JKV6PMVQNX	199-11-6399.29-001-011000	COVID HS SUPPLIES/MISC SUPP	49.98	N
			006198	19PXY6DJHWW	199-11-6399.29-102-011000	CANOPIES	659.94	N
			006118	17JKV6PMVQNX	199-11-6499.00-001-011000	COVID HS SUPPLIES/MISC SUPP	493.24	N
			006001	1C74DJXX439W	199-11-6499.00-001-011000	MISC OPER EXP-HS	630.04	N
			006001	1LMKRYJL4HDN	199-11-6499.00-001-011000	MISC OPER EXP-HS	96.55	N

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				1VP1WVVG79LH	199-11-6499.00-001-011000	RETURN	-479.95	N
			006096	1F1CTVKR6NYF	199-23-6399.29-041-099000	COVID SUPPLIES	543.90	N
			006115	1RHCGN9DYDM	199-41-6399.00-750-099000	FRAMES	23.97	N
			006019	1Y9D1MPY7JJQ	199-51-6315.29-999-099000	GEN MAINT-COVID EXP	116.06	N
			006019	1NHD6QYT9YXD	199-51-6315.29-999-099000	GEN MAINT-COVID EXP	782.32	N
			006064	1W496GKV7FD1	266-11-6399.00-999-0110SP	HEALTH & SAFETY SUPPLIES	519.74	N
			006064	1MKDTLYW9XK	266-11-6399.00-999-0110SP	HEALTH & SAFETY SUPPLIES	1,155.18	N
			006177	1QTVPLW3H336	266-11-6399.00-999-0110SP	HEALTH & SAFETY SUPPLIES	237.16	N
			006082	1W4J43VXX7WV	313-11-6399.00-751-023000	PPE SNEEZE GUARDS	569.92	N
						Totals for Check 086455	5,158.49	
086456	08-21-2020	AQUA BEVERAGE CO/O	004366	7241 MLRC AUG	199-21-6269.00-999-099W00	WATER COOLER RENTAL/WATER	10.50	N
			004366	989058	199-21-6499.00-999-099000	WATER COOLER RENTAL/WATER	23.96	N
			004074	TRANS AUGUST	199-34-6269.00-999-099000	WATER COOLER RENTAL/WATER	9.99	N
			004366	4141 ADMIN	199-41-6269.00-750-099000	WATER COOLER RENTAL/WATER	9.99	N
			004366	989048	199-41-6499.00-720-099000	WATER COOLER RENTAL/WATER	18.49	N
						Totals for Check 086456	72.93	
086457	08-21-2020	AQUA BEVERAGE CO/O	006208	132003-ECMS	199-11-6399.29-041-011000	BOTTLE WATER	3,315.00	N
086458	08-21-2020	AM EXP/AT&T	004367	713A0160869555	199-51-6256.00-999-099000	PHONE LINE SERVICES	3,370.32	N
086459	08-21-2020	AM EXP/AT&T	004589	8310006526135-	199-51-6259.00-999-099W00	INTERNET SERVICE-DISTRICTWI	1,781.57	N
086460	08-21-2020	AM EXP/AT&T	004368	97954395325410	199-51-6256.00-999-099000	TRAN FAX LINE CHARGES	32.58	N
			004368	97954395325410	199-51-6256.00-999-099000	TRAN FAX LINE CHARGES	34.38	N
						Totals for Check 086460	66.96	
086461	08-21-2020	AT&T LONG DISTANCE	004369	805382507-JULY	199-51-6256.00-999-099000	LONG DISTANCE PHONE EXPENS	167.67	N
086462	08-21-2020	AT&T MOBILITY	004370	826438882X0801	199-51-6256.00-999-099000	CELL PHONE EXPENSES	7,913.92	N
086463	08-21-2020	AUTOZONE PARTS INC.	004064	1550152077	199-34-6399.03-999-099000	MAINT VEHICLES REPAIR PARTS	4.79	N
086464	08-21-2020	AVINEXT	006094	310394	199-11-6397.00-102-011TEC	SMARTBoards	3,360.00	N
			006094	310394	199-11-6397.00-103-011TEC	SMARTBoards	3,360.00	N
			006094	310394	199-11-6397.00-107-011TEC	SMARTBoards	3,360.00	N
						Totals for Check 086464	10,080.00	
086465	08-21-2020	BEYOND TECHNOLOGY	005943	79183	255-13-6291.00-999-0110SP	ONLINE SUPPORT STF DEV	3,600.00	N
086466	08-21-2020	BSN SPORTS	006048	909552915	199-36-6399.29-001-091000	ACTIVITY MASKS-COVID	1,834.98	N
086467	08-21-2020	C.A.R. SIGNS & STICKER	006190	1327	199-34-6399.00-999-099000	BUS NUMBER AND DECALS	103.95	N
			006190	1327	199-34-6399.03-999-099000	BUS NUMBER AND DECALS	826.00	N
						Totals for Check 086467	929.95	
086468	08-21-2020	CARDINAL'S SPORT TEA	005862	O760448-01PB	199-36-6399.92-001-091000	BASKETBALL SUPPLIES	1,231.61	N
			005621	O759489-01	199-36-6399.94-001-091000	FOOTBALL JERSEYS	1,288.70	N
			005720	O759755-01	199-36-6399.94-001-091000	FOOTBALL CLEATS	7,068.29	N
			005679	O759687-01	199-36-6399.94-041-091000	M/S FOOTBALL SUPPLIES	2,509.48	N
						Totals for Check 086468	12,098.08	
086469	08-21-2020	CENGAGE LEARNING, IN	006046	71112452	244-11-6395.00-001-022000	MIND TAP SOFTWARE	5,000.00	N

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086470	08-21-2020	CENTERPOINT ENERGY	004010	M&T JULY	199-51-6258.00-999-099000	NATURAL GAS	105.17	N
086471	08-21-2020	COLLEGE BOARD	006185	EA98042517	199-11-6219.01-001-011Y00	TSI TEST UNITS	2,975.00	N
086472	08-21-2020	THE COMPUTER CENTE	005979	10090482	199-11-6397.00-001-011TEC	COMPUTERS	17,970.00	N
			005657	10090494	199-11-6397.00-001-038000	DESKTOP COMPUTERS	16,770.00	N
			006203	10090718	199-11-6399.00-107-011TEC	NETWORK SUPPLIES/TECH SUPP	5,667.66	N
			005986	10090537	199-11-6399.29-999-011TEC	CHROMEBOOK LICENSES	30,000.00	N
			005987	10090669	199-11-6399.29-999-011TEC	Chrome Book White Glove Svc	14,400.00	N
			006167	10090716	199-33-6399.29-999-099000	COVID-19 THERMOMETERS	4,559.24	N
						Totals for Check 086472	89,366.90	
086473	08-21-2020	MAURI COUEY	000008	CPI TRAINING(2)	199-23-6411.00-107-099000	TRAVEL EXP	209.08	N
086474	08-21-2020	CURTIS 1000	005964	6030026	199-41-6399.00-750-099000	ENVELOPES	943.25	N
086475	08-21-2020	DEXYP	800008	800532345	199-41-6499.00-720-099000	YELLOW PAGE ADVERTISEMENT	27.36	N
086476	08-21-2020	DSS DRIVING SAFETY S	004188	20-1476413	199-34-6299.00-999-099000	DRUG TESTING	50.00	N
086477	08-21-2020	ENTERPRISE FM TRUST	005390	FBN4017567-	199-13-6269.00-999-011W00	VEHICLE LEASES	509.39	N
			000008	STATEMENT	199-13-6269.00-999-011W00	FLEET RENTAL VEHICLE EXP	30.27	N
			005390	FBN4017567-	199-34-6269.00-999-023W00	VEHICLE LEASES	1,018.79	N
			000008	STATEMENT	199-34-6269.00-999-023W00	SP ED RENTAL VEHICLE EXP	60.54	N
			005092	FBN4017567-	199-34-6269.00-999-099000	VEHICLE RENTAL-TRANS	646.20	N
			005390	FBN4017567-	199-34-6269.00-999-099W00	VEHICLE LEASES	874.98	N
			005024	FBN4017567-	199-34-6269.00-999-099W00	VEHICLE RENTAL	499.18	N
			000008	STATEMENT	199-34-6269.00-999-099W00	TRANS RENTAL VEHICLE EXP	114.42	N
			005390	FBN4017567-	199-36-6269.00-999-099W00	VEHICLE LEASES	509.40	N
			000008	STATEMENT	199-36-6269.00-999-099W00	FLEET RENTAL VEHICLE EXP	30.27	N
			005483	FBN4017567-	199-36-6269.70-001-022W00	VEHICLE LEASES	473.94	N
			005483	FBN4017567-	199-36-6269.70-001-022W00	VEHICLE LEASES	1,019.03	N
			005390	FBN4017567-	199-36-6269.70-001-022W00	VEHICLE LEASES	989.76	N
			005390	FBN4017567-	199-36-6269.70-001-022W00	VEHICLE LEASES	989.76	N
			000008	STATEMENT	199-36-6269.70-001-022W00	CATE RENTAL VEHICLE EXP	163.44	N
			005818	FBN4017567-	199-51-6269.00-999-099W00	MAINT VEHICLE RENTAL	602.45	N
			005483	FBN4017567-	199-51-6269.00-999-099W00	VEHICLE LEASES	557.66	N
			005483	FBN4017567-	199-51-6269.00-999-099W00	VEHICLE LEASES	600.07	N
			005024	FBN4017567-	199-51-6269.00-999-099W00	VEHICLE RENTAL	499.18	N
			005024	FBN4017567-	199-51-6269.00-999-099W00	VEHICLE RENTAL	452.99	N
			005024	FBN4017567-	199-51-6269.00-999-099W00	VEHICLE RENTAL	452.99	N
			000008	STATEMENT	199-51-6269.00-999-099W00	MAINT RENTAL VEHICLE EXP	215.75	N
						Totals for Check 086477	11,310.46	
086478	08-21-2020	MARCI ESPINOSA	880008	LUNCH REFUND	240-00-5751.00-000-000000	LUNCH REFUND	50.85	N
086479	08-21-2020	SHANNA EVANS	800008	THSCA REG	199-36-6411.90-001-0910SM	THSCA REG FEE	75.00	N
086480	08-21-2020	FIREFLY COMPUTERS	005950	I000187700	199-11-6399.29-999-011TEC	HP 11A G8 EE 11.6" Chromebooks	258,000.00	N
086481	08-21-2020	FOLLETT INSTITUTE	005832	699160F	199-12-6329.00-041-011000	LIBRARY BOOKS	17.32	N

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086482	08-21-2020	FOLLETT SCHOOL SOLU	005843	699282F	199-12-6329.00-102-011000	READING MATERIAL	9,274.64	N
086483	08-21-2020	JESUS GALVAN	000008	THSCA REG	199-36-6411.90-999-091000	THSCA REG FEE REIM	60.00	N
086484	08-21-2020	GARY TUPA PLUMBING	004681	73790	199-51-6316.00-999-099000	PLUMBING MAINT EXPENSES	5.00	N
086485	08-21-2020	GAZILLION OFFICE PRO	006187	208240-0	199-51-6315.29-999-099000	COVID-19 SUP-ANTIBACTERIAL W	16,072.50	N
086486	08-21-2020	GRACE UTLEY, TAC	800008	1BAKGCEA8MF3	199-34-6299.00-999-099000	TITLE APPLICATION	29.75	N
			800008	1BAKGCEA6MF3	199-34-6299.00-999-099000	TITLE APPLICATION	29.75	N
			800008	1BAKGCEA4MF3	199-34-6299.00-999-099000	TITLE APPLICATION	29.75	N
			800008	1BAKGCEAXMF	199-34-6299.00-999-099000	TITLE APPLICATION	29.75	N
			800008	1BAKGCEA1MF3	199-34-6299.00-999-099000	TITLE APPLICATION	29.75	N
	09-11-2020	GRACE UTLEY, TAC	800008	1BAKGCEA1MF3	199-34-6299.00-999-099000	WRONG AMOUNT	-29.75	N
			800008	1BAKGCEA4MF3	199-34-6299.00-999-099000	WRONG AMOUNT	-29.75	N
			800008	1BAKGCEA6MF3	199-34-6299.00-999-099000	WRONG AMOUNT	-29.75	N
			800008	1BAKGCEA8MF3	199-34-6299.00-999-099000	WRONG AMOUNT	-29.75	N
			800008	1BAKGCEAXMF	199-34-6299.00-999-099000	WRONG AMOUNT	-29.75	N
Totals for Check 086486							.00	
086487	08-21-2020	GRAINGER	004079	9620407768	199-51-6319.00-999-099000	HVAC MAINT & REPAIR SUPP	276.00	N
086488	08-21-2020	GULF COAST PAPER CO	006186	1909992	199-11-6399.29-102-011000	TRASH RECEPTACLES	518.10	N
086489	08-21-2020	ROBERT HALAMICEK	000008	BUS PHY REIM	199-34-6216.00-999-099000	BUS PHYSICAL REIM	100.00	N
086490	08-21-2020	AM EXP/HUNTON DISTRI	005989	IN538462	199-51-6249.00-999-099000	HVAC-H/S	105.00	N
			006052	IN540568	199-51-6249.00-999-099000	H/S PRACTICE GYM	1,006.17	N
			006088	DI019496	199-51-6249.29-999-099000	COVID0-19 AIR CIRCULATION	2,584.40	N
			005235	IN539801	199-51-6319.00-999-099000	HVAC	751.88	N
			006173	IN546398	199-51-6319.00-999-099000	H/S FRESHMAN LOCKER ROOM	1,791.25	N
			006174	IN546365	199-51-6319.00-999-099000	H/S GYM	551.09	N
Totals for Check 086490							6,789.79	
086491	08-21-2020	HOTSY/CARLSON EQUIP	006192	105456	199-34-6299.00-999-099000	CONT MAINT-BUS WASH BAY	164.25	N
086492	08-21-2020	HOUGHTON MIFFLIN	006071	710192915	199-11-6395.35-103-030000	READING 180 RENEWAL	900.00	N
			006071	710193307	199-11-6399.35-103-030000	READING 180 RENEWAL	1,489.26	N
Totals for Check 086492							2,389.26	
086493	08-21-2020	HOUGHTON MIFFLIN HA	006121	954912905	255-13-6291.00-999-011000	STAFF DEV TRAINING	2,560.00	N
086494	08-21-2020	NANCY HUMPHREYS	000008	ONLINE	199-36-6411.90-999-091000	ONLINE CPR/AED/FIRST AID TRAI	35.00	N
086495	08-21-2020	AM EXP/HVAC MECHANI	004157	SCH028223	199-51-6249.00-999-099000	HVAC COMMERCIAL PM2971	995.00	N
			005415	SCH028222	199-51-6249.00-999-099000	HVAC-SERV AGREEMENT FACILI	1,195.17	N
			006078	SVC0144584	199-51-6249.00-999-099000	HIGH SCHOOL CHILLER SERVICE	705.00	N
			006100	SVC144496	199-51-6249.00-999-099000	HS HVAC REPAIR	2,235.00	N
Totals for Check 086495							5,130.17	
086496	08-21-2020	INFINITI	006056	221871	199-11-6397.00-041-011TEC	Replace P2P ECMS to AgBarn	2,950.00	N
086497	08-21-2020	AM EXP/INTERSTATE PL	006163	7226416	199-11-6399.29-001-011000	SUPPLIES-COVID-DESK SHIELDS	4,720.00	N
			006112	7223000	199-11-6399.29-041-011000	PLEXIGLASS	501.50	N
			006140	7225130	199-11-6399.29-102-011000	DESK SHIELDS	290.00	N
			006153	7225563	199-11-6399.29-103-011000	COVID SUPPLIES	402.50	N

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			006159	7226189	199-11-6399.29-107-011000	SUPPLIES - COVID 19-DESK GUA	475.02	N
			006129	7224683	199-21-6399.29-999-023000	DESK GUARDS	390.00	N
			006129	7224683	199-21-6399.29-999-099SPD	DESK GUARDS	200.00	N
			006163	7226416	199-23-6399.29-001-099000	SUPPLIES-COVID-DESK SHIELDS	3,665.00	N
			006139	7225127	199-23-6399.29-102-099000	DESK SHIELDS	47.00	N
			006153	7225563	199-23-6399.29-103-099000	COVID SUPPLIES	1,740.00	N
			006130	7224684	199-23-6399.29-107-099000	SUPPLIES - COVID 19	876.95	N
			006163	7226416	199-31-6399.29-001-099000	SUPPLIES-COVID-DESK SHIELDS	1,605.00	N
			006163	7226416	199-33-6399.29-001-099000	SUPPLIES-COVID-DESK SHIELDS	495.00	N
			006101	7223017	199-51-6319.00-999-099000	COVID-19 SUPPLIES	235.00	N
			006163	7226416	199-52-6399.29-001-099000	SUPPLIES-COVID-DESK SHIELDS	149.74	N
						Totals for Check 086497	15,792.71	
086498	08-21-2020	IRON MOUNTAIN	004166	CWDK056-AUG	199-51-6299.00-999-099000	H/S VAULT STORAGE	309.22	N
086499	08-21-2020	RAMIRO JAIME, JR	000008	THSCA REG	199-36-6411.90-999-091000	THSCA REG FEE REIM	60.00	N
086500	08-21-2020	JKS TOOLS & EQUIPME	006062	80037	199-11-6399.72-001-022000	HYDRAULIC JACK/FLUID RESERV	349.99	N
			006062	80037	244-11-6397.00-001-022000	HYDRAULIC JACK/FLUID RESERV	1,349.00	N
						Totals for Check 086500	1,698.99	
086501	08-21-2020	KELSEY JOHNS	880008	EC VS SWEENY	199-36-6412.93-001-0910VB	VOLLEYBALL STUDENT MEALS	396.00	N
086502	08-21-2020	BREANA JOHNSON	000008	ONLINE CPR	199-36-6411.90-999-091000	ONLINE CPR TRAINING REIM	35.00	N
086503	08-21-2020	JOSHUA KURZ	000008	THSCA REG	199-36-6411.90-999-091000	THSCA REG FEE REIM	60.00	N
086504	08-21-2020	LEARNING WITHOUT TE	006095	83508	410-11-6399.00-999-111000	WRITING MATERIALS	180.00	N
086505	08-21-2020	VICKY LIMAS	800008	CONVOCATION	199-41-6499.00-720-099000	CONVOCATION BREAKFAST	890.00	N
086506	08-21-2020	LONE STAR GLASS CO.,	006099	1512264	266-11-6399.00-999-0110SP	PLEXIGLASS SNEEZE GUARDS	3,119.95	N
086507	08-21-2020	MCGRAW-HILL SCHOOL	535601	113619807001	199-11-6399.00-001-011000	AP LANGUAGE TXTBKS FREIGHT	111.05	N
			006120	113619807001	410-11-6321.00-999-111000	AP LANGUAGE AND COMPOSITIO	4,944.00	N
						Totals for Check 086507	5,055.05	
086508	08-21-2020	MCLEMORE BUILDING	000008	139242-JULY	199-51-6249.01-999-099000	JULY JANITORIAL SERVICES	72,578.35	N
086509	08-21-2020	MEMORIAL HERMANN M	004472	522592C1087-	199-34-6216.00-999-099000	PHYSICALS	100.00	N
086510	08-21-2020	MID-AMERICAN RESEAR	006122	0707256-IN	199-51-6315.29-999-099000	COVID-19 SUPPLIES-HOSP DISIN	11,540.00	N
			006110	0706688-IN	199-51-6317.00-999-099000	GROUPS - WIPEOUT	231.25	N
						Totals for Check 086510	11,771.25	
086511	08-21-2020	NATIONAL BUGMOBILES	004258	JULY 2020	199-51-6299.00-999-099000	PEST MONTHLY	385.00	N
086512	08-21-2020	DONALD OLDAG	000008	TCEA CONF	199-51-6411.00-999-099W00	REGISTRATION FEE-REIMBURSE	309.00	N
086513	08-21-2020	PRO-VISION, INC.	006037	334177	199-34-6299.00-999-099000	SYSTEM REMOVAL SERVICE	585.00	N
			005954	334176	199-34-6397.00-999-099000	BUS CAMERAS	1,813.33	N
			005954	334290	199-34-6397.00-999-099000	BUS CAMERAS	210.00	N
						Totals for Check 086513	2,608.33	
086514	08-21-2020	AM EXP/QUILL		978548	199-11-6399.00-041-011000	RETURN	-2.56	N
				979930	199-11-6399.00-041-011000	RETURN	-95.80	N
			905689	7250116	199-11-6399.00-102-011000	FLIP CHARTS	86.66	N

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				970480	199-11-6399.00-102-011000	RETURN	-86.66	N
				985298	199-11-6399.00-102-011000	RETURN	-86.66	N
			005637	6601242	199-11-6399.04-001-011000	INK	30.40	N
			005625	5980908	199-23-6399.00-001-099000	LAPTOP SHUTTLE	79.18	N
			005755	6541565	199-23-6399.01-001-099000	PENS	16.55	N
			006079	9054414	199-34-6399.02-999-099000	SANITIZERS AND OFFICE SUPP	14.34	N
			006079	9075406	199-34-6399.02-999-099000	SANITIZERS AND OFFICE SUPP	154.84	N
			006079	9154352	199-34-6399.02-999-099000	HAND SANITIZER	46.59	N
			006079	9500215	199-34-6399.02-999-099000	SUPPLIES	21.16	N
			006079	9355284	199-34-6399.02-999-099000	SUPPLIES	47.88	N
			006123	9250408	199-41-6399.00-701-099000	SUPT SUPPLIES	351.37	N
			006123	9262595	199-41-6399.00-701-099000	SUPT SUPPLIES	59.37	N
			006123	9291382	199-41-6399.00-701-099000	SUPT SUPPLIES	73.93	N
			006053	8609642	199-41-6399.00-750-099000	ADM SUPPLIES	9.99	N
			006053	8626090	199-41-6399.00-750-099000	ADM SUPPLIES	206.09	N
			006053	8633989	199-41-6399.00-750-099000	ADM SUPPLIES	31.58	N
			006053	8680663	199-41-6399.00-750-099000	ADM SUPPLIES	87.76	N
			006081	8905255	199-41-6399.00-750-099000	ADMIN SUPPLIES	185.07	N
			006081	9161806	199-41-6399.00-750-099000	ADMIN SUPPLIES	48.58	N
			006138	9400157	199-41-6399.00-750-099000	CHAIR	179.99	N
			006012	8212354	199-41-6399.29-720-099000	COVID SUPPLIES	62.97	N
			006012	8216185	199-41-6399.29-720-099000	COVID SUPPLIES	57.58	N
			006012	8289277	199-41-6399.29-720-099000	COVID SUPPLIES	34.74	N
			006053	8626090	199-41-6499.00-720-099000	ADM SUPPLIES	108.05	N
			006077	8753145	199-51-6315.29-999-099000	COVID-19 SUPPLIES	20.98	N
			006077	8737119	199-51-6315.29-999-099000	COVID-19 SUPPLIES	269.90	N
			006077	8767462	199-51-6315.29-999-099000	COVID-19 SUPPLIES	99.99	N
			006077	8763848	199-51-6315.29-999-099000	COVID-19 SUPPLIES	32.99	N
			006077	9588957	199-51-6315.29-999-099000	COVID0-19 SUPPLIES	34.74	N
			006108	9149518	199-51-6315.29-999-099000	COVID0-19 SUPPLIES	287.04	N
			006108	9113975	199-51-6399.00-999-099000	COVID0-19 SUPPLIES	77.97	N
			005970	7860533	437-21-6399.00-751-023000	OFFICE SUPPLIES	719.40	N
			005970	7870120	437-21-6399.00-751-023000	OFFICE SUPPLIES	22.38	N
			005970	7984399	437-21-6399.00-751-023000	OFFICE SUPPLIES	183.30	N
						Totals for Check 086514	3,471.68	
086515	08-21-2020	R&R PRINTING	006145	51625	199-34-6399.02-999-099000	TRANS FLEET BOOKS;NUMBERIN	662.77	N
			006191	51677	199-34-6399.02-999-099000	TRIP TICKETS	286.44	N
						Totals for Check 086515	949.21	
086516	08-21-2020	REALLY GREAT READIN	006128	23886	199-11-6395.00-999-037000	SOFTWARE & MATERIALS	1,120.00	N
			006128	23886	199-11-6399.00-999-037000	SOFTWARE & MATERIALS	124.88	N
						Totals for Check 086516	1,244.88	
086517	08-21-2020	REGION 13 EDUC.	005955	237778	199-13-6411.00-001-011000	REGISTRATION FEE-TEKSONLIN	175.00	N

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086518	08-21-2020	REGION 3 EDUC. SERVI	006008	055969	199-13-6411.00-041-011000	WORKSHOP REG FEES-ELA/RLA	30.00	N
			005804	055971	199-13-6411.35-107-011Y00	STAFF DEVELOPMENT WORKSH	35.00	N
			005804	055964	199-13-6411.35-107-011Y00	STAFF DEVELOPMENT WORKSH	350.00	N
			004857	056014	199-21-6411.00-999-021000	WORKSHOP REGISTRATION	150.00	N
			006090	055970	199-21-6411.00-999-099000	WORKSHOP REGISTRATION	10.00	N
			005561	054874	199-33-6399.00-001-099000	NURSE SUPPLIES-HEALTH HS	323.46	N
			004016	055759	199-34-6239.00-999-099000	TRAINING	15.00	N
Totals for Check 086518							913.46	
086519	08-21-2020	CHRIS ROMERO	880008	ABRILYNN;LAN;	240-00-5751.00-000-000000	LUNDH REFUND	38.15	N
086520	08-21-2020	SCHMIDT IMPLEMENT, I	004085	19920	199-51-6247.00-999-099000	GROUND MAINT & REPAIR	399.99	N
			004085	19965	199-51-6247.00-999-099000	GROUND MAINT & REPAIR	295.79	N
Totals for Check 086520							695.78	
086521	08-21-2020	CHRISTINE SCHOENER	000008	AED/CPR/FIRST	199-36-6411.90-999-091000	FIRST AID/CPR/AED ONLINE TRAI	35.00	N
086522	08-21-2020	MATTHEW SCHOENER	000008	CPR/FIRST	199-36-6411.90-999-091000	FIRST AID/AED/CPR TRAINING	35.00	N
			000008	THSCA REG	199-36-6411.90-999-091000	THSCA REGISTRATION REIM	60.00	N
Totals for Check 086522							95.00	
086523	08-21-2020	SERVICE SUPPLY OF VI	006105	701064897	199-51-6316.29-999-099000	COVID-NURSE'S OFFICE	50.53	N
			006105	701064898	199-51-6316.29-999-099000	COVID-NURSE'S OFFICE	2,379.84	N
Totals for Check 086523							2,430.37	
086524	08-21-2020	KATHY J. SIMEK	006184	ECHS	199-36-6299.03-001-091W00	CPR CLASSES	440.00	N
086525	08-21-2020	MATTHEW SOHRT	000008	ATLAST	199-36-6411.90-999-091000	ATLAS TACKLING	35.00	N
086526	08-21-2020	SOUTHERN FLORAL CO	005519	380748	199-11-6399.05-001-022000	FLORAL LAB SUPPLIES	600.00	N
086527	08-21-2020	TEXAS ASSN OF SCHOO	004360	585625	199-41-6219.00-702-099000	DISTRICT PRINTING/UPDATES	60.00	N
			005941	579931	199-41-6411.00-750-0990HR	ADMIN GUIDES TO LEAVE&FSLA	198.65	N
Totals for Check 086527							258.65	
086528	08-21-2020	TEXAS DEPT OF LICENS	006175	10111709	199-51-6299.00-999-099000	MIDDLE BOILER/WATER HTR	70.00	N
086529	08-21-2020	TEXAS DEPT OF PUBLIC	004351	CRS2020051938	199-41-6219.00-720-099000	CRIMINAL HISTORY CHECKS	10.00	N
			004351	CRS2020061954	199-41-6219.00-720-099000	CRIMINAL HISTORY CHECKS	11.00	N
			004351	CRS2020071972	199-41-6219.00-720-099000	CRIMINAL HISTORY CHECKS	10.00	N
Totals for Check 086529							31.00	
086530	08-21-2020	TEXAS EDUCATION AGE	000008	MOE-IDEA B	199-99-6499.00-998-099000	MOE INTERGOVT CHARGE	20,040.00	N
086531	08-21-2020	THOA, INC.	005901	THOA-	199-13-6411.70-001-022000	CONFERENCE REG FEE	289.00	N
086532	08-21-2020	CHERYL TWARDOWSKI	000008	ABAGAIL;	240-00-5751.00-000-000000	LUNCH REFUNDS	65.04	N
086533	08-21-2020	UNIFIRST CORPORATIO	006164	8150883127	199-34-6299.00-999-099000	UNIFORM SERVICE	39.40	N
			006164	8180883808	199-34-6299.00-999-099000	UNIFORM SERVICE	39.40	N
Totals for Check 086533							78.80	
086534	08-21-2020	UNIVERSITY OF TEXAS	004772	42504	199-36-6399.01-103-099000	UIL SUPPLIES	60.50	N
086535	08-21-2020	VARSITY SPIRIT FASHIO	000008	36002966	199-36-6499.63-001-091000	MEGAPHONES	216.65	N
086536	08-21-2020	VISUAL TECHNIQUES, IN	006087	41301	199-11-6399.29-999-011TEC	DOC CAMERA FOR REMOTE TEA	8,370.00	N

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086537	08-21-2020	AM EXP/XEROX	005296	010703529-JUNE	199-11-6269.00-001-011W00	COPIER LEASES	519.30	N
			005296	010991721-JULY	199-11-6269.00-001-011W00	COPIER LEASES	519.30	N
			005296	010703530-JUNE	199-21-6269.00-999-099W00	COPIER LEASES	197.08	N
			005296	010991722-JULY	199-21-6269.00-999-099W00	COPIER LEASES	197.08	N
			005296	010703258-JUNE	199-23-6269.00-102-099W00	COPIER LEASES	197.08	N
			005296	010991720-JULY	199-23-6269.00-102-099W00	COPIER LEASES	197.08	N
			005296	010703531-JUNE	199-23-6269.00-103-099W00	COPIER LEASES	197.08	N
			005296	010991724-JULY	199-23-6269.00-103-099W00	COPIER LEASES	197.08	N
			005296	010773959-JUNE	437-21-6269.00-751-023000	COPIER LEASES	197.08	N
			005296	010991723-JULY	437-21-6269.00-751-123000	COPIER LEASE	197.08	N
						Totals for Check 086537	2,615.24	
086538	08-21-2020	AM EXP/XEROX CORP	005299	010703521-JUNE	199-11-6269.00-041-011W00	COPIER LEASES	452.10	N
			005299	010991713-JULY	199-11-6269.00-041-011W00	COPIER LEASES	452.10	N
			005299	010703533-JUNE	199-11-6269.00-102-011W00	COPIER LEASES	452.10	N
			005299	010991727-JULY	199-11-6269.00-102-011W00	COPIER LEASES	452.10	N
			005299	010703522-JUNE	199-11-6269.00-103-011W00	COPIER LEASES	312.17	N
			005299	010991714-JULY	199-11-6269.00-103-011W00	COPIER LEASES	312.17	N
			005299	010820440-JUNE	199-11-6269.00-107-011W00	COPIER LEASES	312.17	N
			005299	011085251-JULY	199-11-6269.00-107-011W00	COPIER LEASES	312.17	N
			005299	010703532-JUNE	199-41-6269.00-750-099W00	COPIER LEASES	681.64	N
			005299	010991726-JULY	199-41-6269.00-750-099W00	COPIER LEASES	681.64	N
						Totals for Check 086538	4,420.36	
086539	08-21-2020	AM EXP/XEROX CORP	005300	010703519-JUNE	199-11-6269.00-001-011W00	COPIER LEASES	519.30	N
			005300	010703526-JUNE	199-11-6269.00-001-011W00	COPIER LEASES	258.93	N
			005300	010703525-JUNE	199-11-6269.00-001-011W00	COPIER LEASES	248.73	N
			005300	010991711-JULY	199-11-6269.00-001-011W00	COPIER LEASES	519.30	N
			005300	010991718-JULY	199-11-6269.00-001-011W00	COPIER LEASES	258.93	N
			005300	010991717-JULY	199-11-6269.00-001-011W00	COPIER LEASES	248.73	N
			005300	010820439-JUNE	199-11-6269.00-041-011W00	COPIER LEASES	524.02	N
			005300	011085250-JULY	199-11-6269.00-041-011W00	COPIER LEASES	524.02	N
			005300	010773961-JUNE	199-11-6269.00-102-011W00	COPIER LEASES	519.30	N
			005300	011085253-JULY	199-11-6269.00-102-011W00	COPIER LEASES	519.30	N
			005300	010703523-JUNE	199-11-6269.00-103-011W00	COPIER LEASES	519.30	N
			005300	010991715-JULY	199-11-6269.00-103-011W00	COPIER LEASES	519.30	N
			005300	010820441-JUNE	199-11-6269.00-107-011W00	COPIER LEASES	519.30	N
			005300	011085252-JULY	199-11-6269.00-107-011W00	COPIER LEASES	519.30	N
			005300	010703524-JUNE	199-31-6269.00-001-099W00	COPIER LEASES	197.08	N
			005300	010991716-JULY	199-31-6269.00-001-099W00	COPIER LEASES	197.08	N
			005300	010703527-JUNE	199-51-6269.00-999-099000	COPIER LEASES	186.88	N
			005300	010991719-JULY	199-51-6269.00-999-099000	COPIER LEASES	186.88	N
						Totals for Check 086539	6,985.68	
086540	08-21-2020	AM EXP/XEROX	000008	010703520-JUNE	199-23-6269.00-041-099W00	ADM COPIER LEASE	197.08	N
			000008	010991712-JULY	199-23-6269.00-041-099W00	ADM COPIER LEASE	197.08	N
						Totals for Check 086540	394.16	

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086541	08-25-2020	GRACE UTLEY, TAC	900008	1BAKGCEA1MF3	199-34-6299.00-999-099000	NEW BUS REGISTRATION	22.00	N
			900008	1BAKGCEA4MF3	199-34-6299.00-999-099000	NEW BUS REGISTRATION	22.00	N
			900008	1BAKGCEA6MF3	199-34-6299.00-999-099000	NEW BUS REGISTRATION	22.00	N
			900008	1BAKGCEA8MF3	199-34-6299.00-999-099000	NEW BUS REGISTRATION	22.00	N
			900008	1BAKGCEAXMF	199-34-6299.00-999-099000	NEW BUS REGISTRATION	22.00	N
Totals for Check 086541							110.00	
086542	08-26-2020	HDP LTD.	006176	IN547461	199-51-6639.29-999-099000	COVID-19-HVAC BIPOLAR IONIZE	139,030.00	N
086543	08-26-2020	SCHULENBURG ISD AT	000008	ECHS VARSITY	199-36-6499.90-001-0910CC	CROSS COUNTRY ENTRY FEE	95.00	N
086544	08-26-2020	TERESE TOMPKINS	880008	EC VS	199-36-6412.63-001-091000	CHEERLEADING VAR FB MEALS	180.00	N
086545	08-26-2020	WALMART COMMUNITY	004198		199-11-6399.21-103-011000	SCIENCE SUPPLIES	240.05	N
			004008		199-13-6399.01-999-011Y00	ADMINISTRATIVE SUPPLIES	87.53	N
			004008		199-13-6399.01-999-011Y00	ADMINISTRATIVE SUPPLIES	29.70	N
			004008		199-21-6399.02-999-099000	ADMINISTRATIVE SUPPLIES	44.15	N
			006156		199-34-6399.02-999-099000	TRANS OFFICE SUPPLIES	117.57	N
			004721		199-34-6499.00-999-099000	STAFF SUPPLIES	97.51	N
			004721		199-34-6499.00-999-099000	STAFF SUPPLIES	48.76	N
			004139		199-51-6319.00-999-099000	GEN MAINT-M&O SUPPLIES	59.19	N
			004139		199-51-6319.00-999-099000	GEN MAINT-M&O SUPPLIES	472.21	N
			004240		199-51-6499.00-999-099000	GEN MAINT	57.06	N
Totals for Check 086545							1,253.73	
086546	08-31-2020	ACCESS STORAGE	006076	6873	199-51-6269.29-999-099W00	COVID-19 STORAGE HUTCHINS	1,250.00	N
086547	08-31-2020	AFFORDABLE LINE STRI	006103	200703-2	199-51-6247.00-999-099000	CAMPUS PARKING LOTS STRIPIN	1,215.00	N
			006103	200703-3	199-51-6247.00-999-099000	CAMPUS PARKING LOTS STRIPIN	369.00	N
			006103	200703-4	199-51-6247.00-999-099000	CAMPUS PARKING LOTS STRIPIN	1,265.00	N
			006103	200703-5	199-51-6247.00-999-099000	CAMPUS PARKING LOTS STRIPIN	988.00	N
			006103	200703-6	199-51-6247.00-999-099000	CAMPUS PARKING LOTS STRIPIN	869.00	N
			006103	200703-7	199-51-6247.00-999-099000	CAMPUS PARKING LOTS STRIPIN	805.00	N
			006103	200703-8	199-51-6247.00-999-099000	CAMPUS PARKING LOTS STRIPIN	865.00	N
			006103	200703-9	199-51-6247.00-999-099000	CAMPUS PARKING LOTS STRIPIN	155.00	N
			006103	200703-11	199-51-6247.00-999-099000	CAMPUS PARKING LOTS STRIPIN	1,150.00	N
			006107	200703-10	199-51-6619.00-001-099FAC	FAC #38 H/S STRIPING PKG LOT	4,031.00	N
Totals for Check 086547							11,712.00	
086548	08-31-2020	ALAMO DISTRIBUTION, I	004262	13864827-00	199-51-6316.00-999-099000	GEN MAINT	494.82	N
086549	08-31-2020	ALL CAMPUS SECURITY	006113	8558	199-11-6399.00-001-011TEC	Repairs to CameraSystem	2,519.05	N
			006113	8558	199-11-6399.00-041-011TEC	Repairs to CameraSystem	1,247.25	N
			006113	8558	199-11-6399.00-103-011TEC	Repairs to CameraSystem	1,271.80	N
Totals for Check 086549							5,038.10	
086550	08-31-2020	AMAZON CAPITAL	006180	146NNQGH773D	199-11-6399.00-999-037000	DYSLEXIA & INST MATERIALS	484.52	N
			006180	1XD4FTHHM9	199-11-6399.00-999-037000	DYSLEXIA & INST MATERIALS	461.82	N
			006199	146NNQGHYXL	199-11-6399.29-102-011000	LAPTOP HARNESS	192.62	N
			006182	1W9R993L1F49	199-11-6399.35-107-036000	CLASSROOM SUPPLIES & MATER	2,251.28	N
			006134	1LTQC1646DF4	199-23-6399.29-041-099000	FACE SHIELD FOR NURSE	25.99	N
			006060	1TH7F1W9YKK3	199-41-6399.00-750-099000	ADM SUPPLIES	27.41	N

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			006057	1CLPTFJF997T	266-11-6399.00-999-0110SP	HEALTH & SAFETY SUPPLIES	2,005.11	N
			005998	1YTGGRPGJD	313-31-6399.00-751-023000	PPE FOR SUMMER TESTING	37.98	N
						Totals for Check 086550	5,486.73	
086551	08-31-2020	STACY AMESTOY	082703	TRAV TO 8/27	313-31-6411.00-751-023000	INDISTRICT TRAVEL	140.13	N
086552	08-31-2020	AQUA BEVERAGE CO/O	004074	989081	199-34-6499.00-999-099000	WATER COOLER RENTAL/WATER	16.97	N
086553	08-31-2020	ARAMARK INC	000008	KC00964742	240-35-6219.00-999-099000	FOOD SVC EXP	10,484.76	N
086554	08-31-2020	ARC DOCUMENT SOLUT	006196	08-558860	199-11-6399.29-001-011000	CAMPUS SIGNS-COVID	3,054.54	N
			006160	32-443968	199-11-6399.29-102-011000	COVID SIGNS FOR CAMPUS DISP	939.46	N
			006117	32-444455	199-11-6399.29-103-011000	COVID SUPPLIES-CAMPUS SIGNS	316.36	N
			006155	32-443650	199-11-6399.29-107-011000	COVID SIGNS FOR CAMPUS DISP	313.04	N
						Totals for Check 086554	4,623.40	
086555	08-31-2020	ASCD	082701	D TREVINO	199-21-6495.00-999-099000	ASCD & TASC MEMBERSHIP	378.00	N
086556	08-31-2020	AUTOZONE PARTS INC.	000008	1550162103	199-34-6399.00-999-099000	TRANS EXP	7.79	N
			004066	1550160072	199-34-6399.01-999-099000	SHOP SUPPLIES-TRANS	8.98	N
						Totals for Check 086556	16.77	
086557	08-31-2020	PATRICIA BABCOCK	800008	AUG 5-28	437-21-6411.01-751-123000	INDISTRICT TRAVEL	80.96	N
086558	08-31-2020	BAYES ACHIEVEMENT C	082701	30174	199-11-6216.00-001-023000	AUG RESIDENTIAL PLACEMENT	11,292.76	N
			082701	30174	315-11-6216.10-751-023000	AUG RESIDENTIAL PLACEMENT	8,611.10	N
						Totals for Check 086558	19,903.86	
086559	08-31-2020	BAYES ACHIEVEMENT C	083102	30367	199-11-6216.00-001-023000	AUGUST SPEECH THERAPY	220.00	N
	09-15-2020	BAYES ACHIEVEMENT C	083102	30367	199-11-6216.00-001-023000	WRONG AMOUNT	-220.00	N
						Totals for Check 086559	.00	
086560	08-31-2020	BRANDY BEAL	880008	JULY 20-AUG 19	199-23-6411.00-041-099000	INDISTRICT TRAVEL	50.60	N
			880008	AUG 20-31	199-23-6411.00-041-099000	INDISTRICT TRAVEL	18.40	N
						Totals for Check 086560	69.00	
086561	08-31-2020	PATRICIA BERNAL	082702	MARCH (2)	199-00-5739.01-000-000000	RED ZONE REFUND	120.00	N
086562	08-31-2020	BEYOND TECHNOLOGY	604001	79211	266-11-6395.00-999-0110SP	CURRICULUM SOFTWARE	2,400.00	N
086563	08-31-2020	CRISTELA BORREGO	083101	TRAV TO 8/25	313-31-6411.00-751-023000	INDISTRICT TRAVEL	125.01	N
086564	08-31-2020	BRAZOS INDUSTRIES	006231	120076	199-51-6299.00-999-099000	ROOF-H/S CAFETERIA	2,307.00	N
086565	08-31-2020	THE BREAKFAST NOOK	000008	7509-475	199-34-6499.00-999-099000	BEGINNING YEAR MEETING	80.00	N
086566	08-31-2020	JASMIN BRITTO	880008	CNA REIM	199-36-6497.70-001-022000	CNA CERT TEST REIM	104.50	N
086567	08-31-2020	LINDSAY BULLARD	000008	EC VS COLUM-	199-36-6299.00-001-091W00	EC VS COLUMBUS -VB	75.00	N
			000008	EC VS EDNA-VB	199-36-6299.00-001-091W00	EC VS EDNA VB	75.00	N
						Totals for Check 086567	150.00	
086568	08-31-2020	MARGARET CAIN	082703	TRAV TO 8/27	313-31-6411.00-751-023000	INDISTRICT TRAVEL	74.46	N
086569	08-31-2020	CANNELL AIR COND. AN	005543	205078	199-51-6319.00-999-099000	HVAC	17.19	N
			005543	205081	199-51-6319.00-999-099000	HVAC	333.14	N
						Totals for Check 086569	350.33	

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086570	08-31-2020	CARDINAL'S SPORT TEA	904808	O755014-01	199-36-6399.90-001-0910SC	SHOES	65.00	N
			005187	O756141-01	199-36-6399.97-001-091000	BOYS TRACK SUPPLIES	2,199.78	N
			006116	O763271-01PB	199-36-6499.93-001-0910VB	VOLLEYBALL SUPPLIES	1,511.00	N
Totals for Check 086570							3,775.78	
086571	08-31-2020	NCS PEARSON INC	006075	10060393	199-11-6395.70-001-022000	MOS SOFTWARE LICENSE	6,994.00	N
086572	08-31-2020	ROBERT J. CHARMO	000008	EC VB VS BAY	199-36-6299.00-001-091W00	VOLLEYBALL OFFICIAL	185.00	N
086573	08-31-2020	CHEMSEARCH FE	004354	7064206	199-51-6249.00-999-099000	HVAC	1,800.00	N
			004256	7067288	199-51-6249.00-999-099000	HVAC MAINT & REPAIR	1,790.73	N
Totals for Check 086573							3,590.73	
086574	08-31-2020	CITY OF EL CAMPO	800008	AUG-PFEIL	199-52-6299.01-001-099W00	SRO HIGH SCHOOL AUGUST	3,102.82	N
			800008	AUG-MATULA	199-52-6299.01-041-099W00	SRO HIGH SCHOOL AUGUST	2,602.68	N
Totals for Check 086574							5,705.50	
086575	08-31-2020	CITY OF EL CAMPO	800008	RENTAL-	199-36-6269.00-001-091W00	FEBRUARY AQUATIC RENTAL	393.00	N
			800008	RENTAL	199-36-6269.00-001-091W00	AUGUST AQUATIC RENTAL	1,043.25	N
			800008	DUES-	199-36-6499.90-001-0910SM	FEBRUARY SWIM DUES	275.00	N
			800008	DUES-AUGUST	199-36-6499.90-001-0910SM	AUGUST SWIM DUES	425.00	N
Totals for Check 086575							2,136.25	
086576	08-31-2020	COASTAL OFFICE SOLU	006106	OE-QT-15113-1	266-11-6399.00-999-0110SP	HEALTH & SAFETY SUPPLIES	2,435.00	N
086577	08-31-2020	VALERIE ROYE COFFMA	800008	AUG 17-25	437-21-6411.00-751-123000	INDISTRICT TRAVEL	129.66	N
			880008	AUG 6-27	459-11-6411.00-751-023000	INDISTRICT TRAVEL	291.24	N
Totals for Check 086577							420.90	
086578	08-31-2020	THE COMPUTER CENTE	006162	10090850	199-11-6397.00-001-038000	PRINTERS	1,399.90	N
			006204	10090848	199-11-6397.00-041-011TEC	LAPTOPS	5,175.00	N
			006162	10090850	199-11-6399.00-001-038000	PRINTER TONER	359.98	N
			006204	10090848	199-21-6397.00-999-099TEC	LAPTOPS	1,725.00	N
			006204	10090848	199-41-6397.00-750-099TEC	LAPTOPS	5,750.00	N
Totals for Check 086578							14,409.88	
086579	08-31-2020	CONNER & SONS PLUM	005086	61863	199-51-6316.00-999-099000	PLUMBING	781.37	N
086580	08-31-2020	RACHEL CORTEZ	082702	MARCH	199-00-5739.01-000-000000	RED ZONE REFUND	60.00	N
	09-15-2020	RACHEL CORTEZ	082702	MARCH	199-00-5739.01-000-000000	WRONG AMOUNT	-60.00	N
Totals for Check 086580							.00	
086581	08-31-2020	CRISIS PREVENTION IN	006080	CUS0227543	313-23-6298.00-751-023000	WORKSHOP REGISTRATIONS	6,900.00	N
086582	08-31-2020	DAILEY SOLUTIONS LLC	006154	8646	199-11-6399.29-103-011000	COVID SUPP-ANTIBACTERIAL WI	629.97	N
			006157	8655	199-11-6399.29-107-011000	SUPPLIES - COVID 19-WIPES	629.97	N
Totals for Check 086582							1,259.94	
086583	08-31-2020	DARR EQUIPMENT CO.	005041	SW0068554-1	199-51-6299.00-999-099000	FORKLIFT	2,014.64	N
086584	08-31-2020	DEMCO	006150	PO049556	199-11-6399.35-041-011YAV	DESK DIVIDERS AVID	2,197.98	N
086585	08-31-2020	DEPARTMENT OF INFOR	004363	20071463N-JULY	199-51-6259.00-999-099W00	T1 LINE INTERNET EXPENSE	539.28	N
086586	08-31-2020	DEWITT POTH AND SON	004599	JULY 2020	199-23-6399.01-999-028000	DAEP BILLABLE PRINTS	30.00	N
			004599	AUG 2020	199-23-6399.01-999-028000	DAEP BILLABLE PRINTS	30.00	N
Totals for Check 086586							60.00	

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086587	08-31-2020	DEWITT POTH AND SON	006214	617325-0	199-11-6399.29-001-011000	COVID SUPPLIES-CROWN BARRI	3,808.00	N
086588	08-31-2020	DLUHOS REFRIGERATIO	006213	3976	199-51-6299.00-999-099000	CAFETERIAS MAINT & REPAIRS	275.00	N
			006213	3955	199-51-6299.00-999-099000	CAFETERIAS MAINT & REPAIRS	295.00	N
			005660	3981	199-51-6299.00-999-099000	CAFETERIAS-MAINT	150.00	N
			005660	3988	199-51-6299.00-999-099000	CAFETERIAS-MAINT	610.00	N
Totals for Check 086588							1,330.00	
086589	08-31-2020	DOROTIK MECHANICAL	006239	3797	199-51-6299.00-999-099000	MYATT CAFETERIA	375.00	N
086590	08-31-2020	DOWN PATT	005879	4580	199-36-6399.61-001-091000	SUPPLIES-DERBY DOLLS	1,780.00	N
086591	08-31-2020	DSS DRIVING SAFETY S	004188	20-1476601	199-34-6299.00-999-099000	DRUG TESTING	120.00	N
086592	08-31-2020	E.A. COLLINS AND SONS	006212	66630	199-51-6299.00-999-099000	H/S ATHLETICS MAINT EXP	300.00	N
086593	08-31-2020	SHARON EASTER	880008	EC VS GONZ;FB	199-36-6299.00-001-091W00	TICKET SCANNER	25.00	N
086594	08-31-2020	EDGENUITY INC	006039	756898	266-11-6395.00-999-0110SP	DIGITAL LIBRARY SOFTWARE	8,500.00	N
086595	08-31-2020	EDWARDS PLUMBING, I	006210	62817	199-51-6299.00-999-099000	BACKFLOW INSPECTIONS (15)	3,249.63	N
			006241	62885	199-51-6299.00-999-099000	H/S BACKFLOW REPAIRS	498.00	N
Totals for Check 086595							3,747.63	
086596	08-31-2020	EL CAMPO PARTS, INC.	006216	203111	199-34-6397.01-999-099000	JET STREAM COOLER	3,699.00	N
			004070	202948	199-34-6399.00-999-099000	BUS PARTS-REPAIRS	292.98	N
			004068	202660	199-34-6399.01-999-099000	SHOP SUPPLIES	190.95	N
			004068	204631	199-34-6399.01-999-099000	SHOP SUPPLIES	34.55	N
Totals for Check 086596							4,217.48	
086597	08-31-2020	ELEVATOR TRANS. SER	006200	55264	199-51-6299.00-999-099000	H/S ELEVATORS INSPECTIONS	1,075.00	N
086598	08-31-2020	EPES SOFTWARE	005958	5914	199-11-6299.00-001-011TEC	WEB Activity Accounting	478.20	N
			005958	5914	199-11-6299.00-041-011TEC	WEB Activity Accounting	226.20	N
			005958	5914	199-11-6299.00-102-011TEC	WEB Activity Accounting	119.20	N
			005958	5914	199-11-6299.00-103-011TEC	WEB Activity Accounting	226.20	N
			005958	5914	199-11-6299.00-107-011TEC	WEB Activity Accounting	226.20	N
Totals for Check 086598							1,276.00	
086599	08-31-2020	BILLY EPPLEY	800008	EC JV VS GONZ	199-36-6299.00-001-091W00	REFEREE-JV FB	100.00	N
086600	08-31-2020	ELMA ESCOBAR	082703	TRAV TO 8/25	212-31-6411.00-999-024000	INDISTRICT TRAVEL	84.99	N
086601	08-31-2020	JESSICA ESCOBAR	082702	MARCH	199-00-5739.01-000-000000	RED ZONE REFUND	60.00	N
086602	08-31-2020	FASTENAL COMPANY	004630	TXELC45042	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	475.01	N
086603	08-31-2020	FERGUSON ENTERPRIS	006168	H509080	199-51-6315.29-999-099000	COVID-19 SUPPLIES-VINYL GLOV	2,380.00	N
086604	08-31-2020	FIREFLY COMPUTERS	006022	I000190030	199-11-6299.00-102-011TEC	CHROMEBOOK REPAIR	1,313.07	N
086605	08-31-2020	FIRETRON, INC.	006015	153509	199-51-6299.00-999-099000	HUTCHINS-SPRINKLERS	1,350.00	N
			006172	153941	199-51-6299.00-999-099000	HIGH SCHOOL PA SYSTEM	957.00	N
			005951	151069	199-51-6299.00-999-099000	FIRE ALARM INSPECTIONS	600.00	N
			006149	154699	199-51-6299.00-999-099000	HUTCHINS	1,422.00	N
Totals for Check 086605							4,329.00	

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086606	08-31-2020	FOLLETT SCHOOL SOLU	082701	1408930	199-12-6299.00-001-011000	HOST RENEWAL & TITLEPEEK	1,132.50	N
			082701	1408930	199-12-6299.00-041-011000	HOST RENEWAL & TITLEPEEK	1,132.50	N
			082701	1408930	199-12-6299.00-102-011000	HOST RENEWAL & TITLEPEEK	1,132.50	N
			082701	1408930	199-12-6299.00-103-011000	HOST RENEWAL & TITLEPEEK	1,132.50	N
			082701	1408930	199-12-6299.00-107-011000	HOST RENEWAL & TITLEPEEK	1,132.50	N
Totals for Check 086606							5,662.50	
086607	08-31-2020	BARBARA FONSECA	082701	DOLLAR TREE	199-41-6399.00-720-099000	NEW TEACHER ORIENTATION	60.00	N
086608	08-31-2020	JESSE GARCIA	880008	EC VS COLUM-	199-36-6299.00-001-091W00	VOLLEYBALL OFFICIAL	185.00	N
086609	08-31-2020	GRISELDA GARZA	000008	APR 13-AUG 28	199-34-6411.00-999-099000	INDISTRICT TRAVEL	107.02	N
086610	08-31-2020	GAZILLION OFFICE PRO	006133	207855-1	199-51-6315.29-999-099000	COVID-19 SUP-ANTIBACTERIAL W	3,377.00	N
086611	08-31-2020	GOODHEART-WILLCOX	006119	10741122	410-11-6321.00-999-111000	TEXTBOOKS	1,465.62	N
086612	08-31-2020	GOPHER SPORT	006188	4347424	199-11-6399.29-001-011000	SUPPLIES-COVID 19	487.66	N
086613	08-31-2020	GRAINGER	004078	9632968591	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	164.08	N
			004078	9632536380	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	318.00	N
Totals for Check 086613							482.08	
086614	08-31-2020	NOEL JOHNSON	000008	EC VS CALHOU-	199-36-6299.00-001-091W00	EC VS CALHOUN-VB	185.00	N
086615	08-31-2020	KIMBERLY GRUDZIESKI	082702	MARCH	199-00-5739.01-000-000000	RED ZONE REFUND	60.00	N
086616	08-31-2020	GULF COAST PAPER CO	006219	1911969	199-51-6315.29-999-099000	COVID-19 SUPPLIES-PAPER TOW	4,752.00	N
086617	08-31-2020	KEYLEY GUZMAN	000008	CNA REIM	199-36-6497.70-001-022000	CNA CERT TEST REIM	104.50	N
086618	08-31-2020	H.E. BUTT GROCERY	005496		199-11-6399.78-001-022000	CULINARY LAB SUPPLIES	850.00	N
			005396		199-11-6399.79-001-022000	CULINARY LAB SUPPLIES	250.61	N
Totals for Check 086618							1,100.61	
086619	08-31-2020	AM EXP/HDP	006225	IN549611	199-51-6249.00-999-099000	HVAC-COMPRESSOR	2,299.85	N
086620	08-31-2020	ROBIN WATERS	083101	MARCH (2)	199-00-5739.01-000-000000	RED ZONE REFUND	120.00	N
086621	08-31-2020	ELIZABETH HERRERA	082702	MARCH	199-00-5739.01-000-000000	RED ZONE REFUND	60.00	N
086622	08-31-2020	HODGES WELDING SUP	004344	CR47886	199-11-6269.70-001-022000	CYLINDER RENTALS	37.20	N
			004344	CR47883	199-11-6269.70-001-022000	CYLINDER RENTALS	173.60	N
			004344	CR47884	199-34-6269.00-999-099000	CYLINDER RENTALS	6.20	N
			004344	CR47885	199-51-6269.00-999-099000	CYLINDER RENTALS	18.60	N
			005021	258012	199-51-6316.00-999-099000	GEN MAINT-WELDING SUPP	207.00	N
Totals for Check 086622							442.60	
086623	08-31-2020	SILVIA A. HOGAN	083101	TRAV TO 8/28	211-61-6411.00-999-030000	INDISTRICT TRAVEL	36.05	N
086624	08-31-2020	KRISTIN HOLTON	000008	AUG 6-27	459-11-6411.00-751-023000	INDISTRICT TRAVEL	291.24	N
086625	08-31-2020	HOUGHTON MIFFLIN	006071	71096031	199-11-6395.35-103-030000	READING 180 RENEWAL	450.00	N
086626	08-31-2020	HOUGHTON MIFFLIN HA	006183	71096645	199-13-6291.00-999-030000	STAFF DEV TRAINING	2,800.00	N
086627	08-31-2020	AM EXP/HVAC MECHANI	006222	SVC146101	199-51-6249.00-999-099000	HVAC JOHN LUTZ H/S	5,186.94	N
			006201	SVC147087	199-51-6639.29-999-099000	COVID-19 H/S BIPOLAR IONZER	19,627.50	N
Totals for Check 086627							24,814.44	

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086628	08-31-2020	AM EXP/HVAC MECHANI	006237	SVC147089	199-51-6249.00-999-099000	HVAC-NORTHSIDE	1,054.00	N
086629	08-31-2020	AM EXP/HVAC MECHANI	006240	SVC147375	199-51-6249.00-999-099000	HVAC-HIGH SCHOOL CHILLER	1,966.84	N
086630	08-31-2020	MELISSA JUAREZ	082702	MARCH	199-00-5739.01-000-000000	RED ZONE REFUND	60.00	N
086631	08-31-2020	KAYDI KACER	800008	CNA REIM	199-36-6497.70-001-022000	CNA CERT TEST REIM	209.00	N
086632	08-31-2020	THOMAS C. KASPAR	800008	EC JV FB VS	199-36-6299.00-001-091W00	JV FB OFFICIAL	85.00	N
086633	08-31-2020	KIMBALL MIDWEST	006234	8170495	199-34-6399.01-999-099000	SHOP SUPPLIES=TRANS	218.71	N
086634	08-31-2020	STEPHANIE KING	082702	MARCH	199-00-5739.01-000-000000	RED ZONE REFUND	60.00	N
086635	08-31-2020	TURK KRENEK	880008	JULY 28-AUG 27	199-12-6411.00-999-011TEC	INDISTRICT TRAVEL	105.23	N
086636	08-31-2020	KYRISH TRUCK CENTER	880008	X501027548:01	199-34-6399.00-999-099000	MOTOR ACUATOR KIT	185.18	N
			004185	X501027399:01	199-34-6399.00-999-099000	BUS PARTS-REPAIRS	3,876.43	N
						Totals for Check 086636	4,061.61	
086637	08-31-2020	LEARNING WITHOUT TE	006147	86810	199-11-6399.35-102-036000	ALPHABET DESK STRIPS	550.05	N
			006148	86634	199-11-6399.35-107-036000	INSTRUCTIONAL MATERIALS	131.24	N
						Totals for Check 086637	681.29	
086638	08-31-2020	JENNIFER LIMBAUGH	000008	AUG 10-26	437-11-6411.00-751-123000	INDISTRICT TRAVEL	252.43	N
086639	08-31-2020	LINDA'S SAND & GRAVE	004777	6274	199-51-6317.00-999-099000	GROUNDS SUPPLIES&MATERIAL	2,583.90	N
086640	08-31-2020	LONE STAR GLASS CO.,	004194	I512339	199-34-6249.00-999-099000	GLASS REPAIRS	390.41	N
			800008	I512384	199-34-6249.00-999-099000	TRANS EXP	666.79	N
						Totals for Check 086640	1,057.20	
086641	08-31-2020	JENNIFER LOVEDAY	000008	aug 17-28	199-52-6411.00-999-099W00	INDISTRICT TRAVEL	19.38	N
086642	08-31-2020	ROBERT LYNCH	000008	EC VS CALHOU-	199-36-6299.00-001-091W00	EC VS CALHOUN-VB	185.00	N
			080008	EC VB VS BAY	199-36-6299.00-001-091W00	HIGH SCHOOL VOLLEYBALL OFFI	185.00	N
						Totals for Check 086642	370.00	
086643	08-31-2020	ANGIE MACHART	082702	MARCH	199-00-5739.01-000-000000	RED ZONE REFUND	60.00	N
086644	08-31-2020	MARTIN ELECTRIC CO.	004083	167695	199-51-6319.00-999-099000	HVAC MAINT & REPAIR SUPP	92.30	N
			004083	167720	199-51-6319.00-999-099000	HVAC MAINT & REPAIR SUPP	469.00	N
						Totals for Check 086644	561.30	
086645	08-31-2020	TANA MARTIN	083102	CASA	199-41-6399.00-720-099000	NEW TEACHER ORIENTATION	50.00	N
086646	08-31-2020	ARMANDO MARTINEZ	880008	CNA REIM	199-36-6497.70-001-022000	CNA CERT TEST REIM	104.50	N
086647	08-31-2020	MICHAEL K. MATTHEWS	800008	EC VS COL-VB	199-36-6299.00-001-091W00	EC VS COLUMBUS -VB	185.00	N
086648	08-31-2020	MCCOY'S BUILDING SUP	005538	9676239	199-11-6399.82-001-022000	CONSTRUCTION SUPPLIES	999.93	N
			005538	9676402	199-11-6399.82-001-022000	CONSTRUCTION SUPPLIES	819.28	N
			005623	9676115	199-51-6316.00-999-099000	GEN MAINT-BUILD	83.59	N
			006011	9675871	199-51-6316.00-999-099000	CARPENTER-CAMPUS PROJECT	59.65	N
			005623	9676564	199-51-6316.00-999-099000	GEN MAINT-BUILD	212.34	N
			005623	9676385	199-51-6316.00-999-099000	GEN MAINT-BUILD	23.45	N
			006011	9676563	199-51-6316.00-999-099000	CARPENTER-CAMPUS PROJECT	952.56	N
			006143	9676314	199-51-6316.00-999-099000	CARPENTER-H/S GUIDANCE	2,900.40	N
					56	Totals for Check 086648	6,051.20	

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086649	08-31-2020	KIM MICKELSON	082801	TRAV TO 8/27	313-31-6411.00-751-023000	INDISTRICT TRAVEL	23.69	N
086650	08-31-2020	MID AMERICAN ENERGY	800008	AUG 2020	199-51-6257.00-999-099000	AUG. ELECTRICAL SERVICES	50,334.29	N
086651	08-31-2020	HOLLY MOLINA	880008	SEPT 9-AUG 21	199-41-6411.00-750-099000	INDISTRICT TRAVEL	46.39	N
086652	08-31-2020	DEBBIE MONDANE	000008	AUG 17-28	386-11-6411.00-999-023000	INDISTRICT TRAVEL	354.20	N
086653	08-31-2020	CHARLES MUTH	880008	EC VS EDNA-VB	199-36-6299.00-001-091W00	VOLLEYBALL OFFICIAL	185.00	N
086654	08-31-2020	NATIONAL BUGMOBILES	004258	AUG 2020	199-51-6299.00-999-099000	PEST MONTHLY	385.00	N
			004260	701817	199-51-6299.00-999-099000	PEST CONTROL SEMI ANNUAL	1,300.00	N
			004260	701818	199-51-6299.00-999-099000	PEST CONTROL SEMI ANNUAL	550.00	N
			004260	701819	199-51-6299.00-999-099000	PEST CONTROL SEMI ANNUAL	300.00	N
			004260	701820	199-51-6299.00-999-099000	PEST CONTROL SEMI ANNUAL	350.00	N
			004260	702477	199-51-6299.00-999-099000	PEST CONTROL SEMI ANNUAL	1,150.00	N
			004260	702567	199-51-6299.00-999-099000	PEST CONTROL SEMI ANNUAL	140.00	N
			004260	702569	199-51-6299.00-999-099000	PEST CONTROL SEMI ANNUAL	140.00	N
			004260	702571	199-51-6299.00-999-099000	PEST CONTROL SEMI ANNUAL	140.00	N
			004260	702572	199-51-6299.00-999-099000	PEST CONTROL SEMI ANNUAL	140.00	N
Totals for Check 086654							4,595.00	
086655	08-31-2020	NCG ENTERPRISES, L P	000008	221964-EC VS	199-36-6412.94-001-091000	FOOTBALL TEAM MEALS	405.00	N
086656	08-31-2020	JESSICA O'CANAS	000008	AUG 11-28	199-23-6411.00-103-099000	INDISTRICT TRAVEL	7.36	N
086657	08-31-2020	O'REILLY AUTO PARTS	004067	0471-288815	199-34-6399.01-999-099000	SHOP SUPPLIES	141.98	N
			004067	0471-289351	199-34-6399.01-999-099000	SHOP SUPPLIES	141.98	N
Totals for Check 086657							283.96	
086658	08-31-2020	LAURA OCANAS	880008	JUNE 1-AUG 28	199-23-6411.00-107-099000	INDISTRICT TRAVEL	44.20	N
086659	08-31-2020	DONALD OLDAG	800008	JULY 28-AUG 27	199-51-6411.00-999-099W00	INDISTRICT TRAVEL	128.05	N
086660	08-31-2020	PAINT PERFECTION	005418	523588	199-51-6316.00-999-099000	GEN MAINT-PAINT	749.16	N
			005476	923310	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	999.99	N
Totals for Check 086660							1,749.15	
086661	08-31-2020	BECKY POPP	880008	SEPT 1-AUG 31	199-41-6411.00-750-099000	INDISTRICT TRAVEL	109.17	N
086662	08-31-2020	LAURA PUSTEJOVSKY	082701	36	199-11-6499.00-699-030000	SUMMER SCHOOL SUPPLIESS	66.92	N
086663	08-31-2020	AM EXP/QUILL	006077	9641209	199-51-6315.29-999-099000	COVID0-19 SUPPLIES	31.77	N
			006077	9689842	199-51-6315.29-999-099000	COVID0-19 SUPPLIES	31.77	N
Totals for Check 086663							63.54	
086664	08-31-2020	AM EXP/QUILL	806220	4 INVOICES-AM	199-51-6319.00-999-099000	JANITORIAL SUPP	1,652.70	N
086665	08-31-2020	AM EXP/QUILL	806223	4 INVOICES	199-51-6399.00-999-099000	MAINT SUPPLIES	153.26	N
086666	08-31-2020	AM EXP/QUILL	006238	10017287	199-41-6399.00-750-099000	ADMIN/HR SUPP	515.57	N
086667	08-31-2020	R&R PRINTING	004127	51710	199-51-6399.00-999-099000	GEN MAINT	200.71	N
086668	08-31-2020	REALLY GREAT READIN	006193	24003	199-11-6395.00-999-037000	DYSLEXIA MATERIALS	59.00	N
			006151	23914	199-11-6395.35-102-036000	SOFTWARE LICENSES	8,540.00	N
			006152	24223	199-11-6395.35-107-036000	COUNTDOWN SOFTWARE	3,360.00	N
			006193	24003	199-11-6399.00-999-037000	DYSLEXIA MATERIALS	158.76	N

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			006193	24003	199-11-6399.35-102-037000	DYSLEXIA MATERIALS	708.12	N
						Totals for Check 086668	12,825.88	
086669	08-31-2020	REGION 3 EDUC. SERVI	498901	056015	199-13-6239.00-999-021000	G/T UPDATE TRAINING	800.00	N
			082701	055755	199-13-6239.00-999-036000	READING ACADEMY COHORT	12,000.00	N
			005983	055965,55966	199-13-6411.35-041-021000	WORKSHOP REGISTRATIONS	320.00	N
			005983	055967, 55968	199-13-6411.35-041-021000	WORKSHOP REGISTRATIONS	320.00	N
			006126	056044	199-41-6399.00-720-099000	BIRTHDAY CARDS	560.43	N
			006109	056019	199-41-6399.00-720-099000	SCHOOL CALENDARS	1,056.44	N
			006109	056019	199-41-6399.01-701-099000	SCHOOL CALENDARS	68.56	N
						Totals for Check 086669	15,125.43	
086670	08-31-2020	REGION 3 EDUC. SERVI	614601	006146	199-13-6291.35-107-036000	READING ACADEMY	400.00	N
086671	08-31-2020	REGION 3 EDUC. SERVI	006146		199-13-6291.35-102-036000	READING ACADEMY TRAINING	400.00	N
086672	08-31-2020	DENISE REK	000008	JULY 20-AUG 26	437-21-6411.01-751-123000	INDISTRICT TRAVEL	18.40	N
086673	08-31-2020	RICE FARMERS CO-OP, I	800008	2-1891126	199-34-6249.01-999-099000	TRANS EXP	228.50	N
086674	08-31-2020	RICHARDS LINDSAY & M	005868	22813	199-23-6291.35-102-030000	CONSULTANT SERVICES	833.34	N
			005868	22813	199-23-6291.35-103-030000	CONSULTANT SERVICES	833.33	N
			005868	02813	199-23-6291.35-107-030000	CONSULTANT SERVICES	833.33	N
						Totals for Check 086674	2,500.00	
086675	08-31-2020	RIOUX HARDWARE	005618	597233	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	16.98	N
			005618	597449	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	6.99	N
			005618	597448	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	7.28	N
			005618	597388	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	1.79	N
			005618	597389	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	12.12	N
			005618	597356	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	5.99	N
			005618	597491	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	5.19	N
			005618	597691	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	13.28	N
			005618	597604	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	3.20	N
			005618	597520	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	7.40	N
			005618	597583	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	11.79	N
			005618	597607	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	30.96	N
			005618	597545	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	5.99	N
			005618	597543	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	27.95	N
			005618	597594	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	50.74	N
			005618	597623	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	3.91	N
			005618	597577	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	7.28	N
			005618	597562	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	139.99	N
			005618	597715	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	13.48	N
			005618	597750	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	24.26	N
			005618	597751	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	41.11	N
			005618	597721	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	43.98	N
			005618	597779	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	9.48	N
			005618	597937	199-51-6316.00-999-099000	MAINT BUILDING SUPPLIES	19.68	N
			880008	5968028	199-51-6316.00-999-099000	MAINT EXP	1.10	N
						Totals for Check 086675	511.92	

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086676	08-31-2020	RIVERSIDE INSIGHTS	082703	273577	199-31-6339.00-999-021000	ONLINE TEST OVERAGE	408.50	N
086677	08-31-2020	LASHUNDRA ROBINSON	082702	MARCH	199-00-5739.01-000-000000	RED ZONE REFUND	60.00	N
086678	08-31-2020	AMY ROSEBUSCH	082702	MARCH	199-00-5739.01-000-000000	RED ZONE REFUND	60.00	N
086679	08-31-2020	RYDIN DECAL	006005	372917	199-41-6399.00-701-099000	PARKING TAGS	404.43	N
086680	08-31-2020	SAMARIPA POWER WAS	006158	47	199-51-6299.00-999-099000	COVID-MOVING FURN TO STORA	3,250.00	N
086681	08-31-2020	CINDY SANCHEZ	800008	CNA REIM	199-36-6497.70-001-022000	CNA CERT TEST REIM	104.50	N
086682	08-31-2020	SAVVAS LEARNING CO.	006127	4026184735	410-11-6321.00-999-111000	TEXTBOOKS	1,744.29	N
086683	08-31-2020	SCHMIDT IMPLEMENT, I	004085	20263	199-51-6247.00-999-099000	GROUNDS MAINT & REPAIR	206.88	N
			004324	20200	199-51-6317.00-999-099000	GROUNDS-BB/SB	170.91	N
			005962	20201	199-51-6317.00-999-099000	BALL PARK MOWER DECK 48"	2,799.00	N
			004324	20365	199-51-6317.00-999-099000	GROUNDS-BB/SB	86.94	N
					Totals for Check 086683		3,263.73	
086684	08-31-2020	SCHOLASTIC BOOK CLU	006161	T60200919	199-12-6329.00-107-011000	LIBRARY BOOKS	.85	N
			006161	T60200919	429-12-6329.00-102-011000	LIBRARY BOOKS	6.78	N
			006161	T60200919	429-12-6329.00-107-011000	LIBRARY BOOKS	31.37	N
					Totals for Check 086684		39.00	
086685	08-31-2020	SCHOLASTIC, INC	582901	22688197	211-11-6399.35-102-030000	CLASSROOM BOOKS	1.78	N
			582901	23184999	211-11-6399.35-102-030000	CLASSROOM BOOKS	3.98	N
					Totals for Check 086685		5.76	
086686	08-31-2020	SCREENCASTIFY, LLC	006124	SC-282060	266-11-6395.00-999-0110SP	SOFTWARE LICENSE	725.00	N
			006125	SC-282095	289-11-6395.00-999-024000	SOFTWARE LICENSE	3,000.00	N
					Totals for Check 086686		3,725.00	
086687	08-31-2020	KRISTEN SEAY	082703	TRAV TO 8/27	313-11-6411.00-751-023000	INDISTRICT TRAVEL	63.42	N
086688	08-31-2020	SERVICE SUPPLY OF VI	006202	701065942	199-51-6316.00-999-099000	BUILDING MAINT	64.27	N
			006224	701066754	199-51-6316.00-999-099000	PLUMBING-OVAL BOWL	30.64	N
			006221	701067586	199-51-6316.00-999-099000	PLUMBING	1,210.00	N
					Totals for Check 086688		1,304.91	
086689	08-31-2020	SHERWIN WILLIAMS	004698	8383-2	199-51-6316.00-999-099000	GEN MAINT	47.39	N
			005695	8382-4	199-51-6316.00-999-099000	BUILDING MAINT	999.80	N
					Totals for Check 086689		1,047.19	
086690	08-31-2020	SKYLINE EQUIPMENT,	006236	81995	199-51-6299.00-999-099000	MIDDLE WASHERS	773.96	N
086691	08-31-2020	ALYCIA SNEARY	800008	COMM	437-13-6411.00-751-123000	REGISTRATION FEE REIMBURSE	50.00	N
086692	08-31-2020	JUSTIN SOZA	880008	EC VS EDNA-VB	199-52-6299.00-001-091W00	VOLLEYBALL SECURITY	140.00	N
			080008	EC VS GON-JV	199-52-6299.00-001-091W00	GAME SECURITY-JV FB	140.00	N
			088008	EC VB VS BAY	199-52-6299.00-001-091W00	ECHS VOLLEYBALL SECURITY	157.50	N
					Totals for Check 086692		437.50	
086693	08-31-2020	SPECIALIZED ASSESSM	800008	108553	199-31-6219.00-999-023000	PSYCHEDUCATIONAL ASSESSME	1,470.00	N
086694	08-31-2020	STEVEN STAFF	000008	EC VS COLUM-	199-36-6299.00-001-091W00	VOLLEYBALL GAME WORKER	75.00	N
			000008	EC VS CALHOU-	199-36-6299.00-001-091W00	VOLLEYBALL GAME WORKER	75.00	N
			000008	EC VS EDNA	199-36-6299.00-001-091W00	VOLLEYBALL GAME WORKER	75.00	N
			000008	EC JV FB VS	199-36-6299.00-001-091W00	JV FB TICKET SCANNER	25.00	N

For the Month of August

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
			000008	EC VB VS BAY	199-36-6299.00-001-091W00	VOLLEYBALL GAME WORKER	75.00	N
						Totals for Check 086694	325.00	
086695	08-31-2020	SUSAN L. STOCKTON	800008	8/17-8.27/20	437-11-6216.04-751-123000	COUNSELING SERVICES	2,380.00	N
086696	08-31-2020	SUN COAST RESOURCE	006232	95799766	199-34-6311.00-999-099000	FUEL	5,216.76	N
086697	08-31-2020	SUNSHINE LAUNDRY	004343	AUG 2020	199-11-6299.70-001-022000	UNIFORM SERVICE	22.50	N
			004343	AUG 2020	199-51-6299.00-999-099000	UNIFORM SERVICE	240.75	N
						Totals for Check 086697	263.25	
086698	08-31-2020	SUPERIOR MOTOR PAR	005022	9319-338916	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	213.42	N
			005022	9319-339579	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	20.99	N
			005022	9319-340513	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	184.99	N
			004130	9319-340510	199-51-6317.00-999-099000	GROUNDS	102.96	N
			006013	9319-339540	199-51-6319.00-999-099000	HVAC	22.18	N
			006013	9319-340002	199-51-6319.00-999-099000	HVAC	120.03	N
			006013	9319-340512	199-51-6319.00-999-099000	HVAC	83.99	N
						Totals for Check 086698	748.56	
086699	08-31-2020	SUTHERLANDS	006205	142590	199-11-6399.01-001-011TEC	NETWORK SUPPLIES/TECH SUPP	87.54	N
			006205	142592	199-11-6399.01-001-011TEC	NETWORK SUPPLIES/TECH SUPP	57.98	N
			005084	142339	199-51-6316.00-999-099000	CARPENTER-CAMPUS PROJECT	15.16	N
			005084	142397	199-51-6316.00-999-099000	CARPENTER-CAMPUS PROJECT	17.16	N
			005084	142508	199-51-6316.00-999-099000	CARPENTER-CAMPUS PROJECT	17.97	N
			005084	142649	199-51-6316.00-999-099000	CARPENTER-CAMPUS PROJECT	27.59	N
			005366	142314	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	90.56	N
			005366	142318	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	19.47	N
			005366	142311	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	22.47	N
			005366	142387	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	3.08	N
			005366	142359	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	2.99	N
			005366	142350	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	9.28	N
			005366	142388	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	161.20	N
			005366	142562	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	8.37	N
			005366	142465	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	4.08	N
			005366	142498	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	39.95	N
			005366	142604	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	26.04	N
			005366	142618	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	33.98	N
			005366	142653	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	42.83	N
			004398	142738	199-51-6316.00-999-099000	H/S CURB SPOTS	598.00	N
			005084	142688	199-51-6316.00-999-099000	CARPENTER-CAMPUS PROJECT	362.92	N
			005366	142696	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	96.83	N
			005366	142699	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	69.86	N
			005366	142747	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	.86	N
			004398	142780	199-51-6316.00-999-099000	H/S CURB SPOTS	227.77	N
			005084	142862	199-51-6316.00-999-099000	CARPENTER-CAMPUS PROJECT	180.90	N
			005366	142865	199-51-6316.00-999-099000	BUILDING MAINT-SUPPLIES/MAT	161.92	N
						Totals for Check 086699	2,386.76	

For the Month of August

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
086700	08-31-2020	SZH ARCHITECTURE	880008	201924-01	199-81-6629.00-001-099000	HS WEIGHT ROOM DESIGN	16,875.00	N
			880008	201924-02	199-81-6629.00-001-099000	HS WEIGHT ROOM DESIGN	20,625.00	N
Totals for Check 086700							37,500.00	
086701	08-31-2020	T-MOBILE	006042	969756706-JU-	199-11-6399.29-999-011TEC	Student Hot Spots for Covid	1,500.00	N
086702	08-31-2020	T-MOBILE	800008	969007252-AUG	199-34-6299.00-999-099000	AUG GPS SERVICES	815.32	N
086703	08-31-2020	TASA	082701	D TREVINO	199-21-6495.00-999-099000	TASA,TCWSE,TALA MEMBERSHIP	555.00	N
086704	08-31-2020	TASBO	006207	342015	199-21-6411.00-999-099000	STAFF DEV TRAINING	750.00	N
			006207	342015	199-41-6411.00-701-099000	STAFF DEV TRAINING	750.00	N
			006207	342015	199-41-6411.00-720-099000	STAFF DEV TRAINING	1,500.00	N
Totals for Check 086704							3,000.00	
086705	08-31-2020	TASPA	005920	200010727	199-41-6411.00-750-0990HR	VIRTUAL CERTIFICATION WORKS	110.00	N
086706	08-31-2020	TERRY BRANDL WELDIN	005968	8395	199-51-6249.00-999-099000	HVAC CHILLER FROM MIDD TO H/	3,657.24	N
086707	08-31-2020	TEXANA CENTER	880008	1642-AUG 2020	199-11-6216.01-001-023000	BEHAVIORAL MANAGEMENT	11,340.00	N
086708	08-31-2020	TEXAS COAST YARD MA	006211	4344	199-51-6247.00-999-099000	CAMPUS GROUNDS	480.00	N
			006211	4345	199-51-6247.00-999-099000	CAMPUS GROUNDS	250.00	N
			006211	4346	199-51-6247.00-999-099000	CAMPUS GROUNDS	325.00	N
			006211	4347	199-51-6247.00-999-099000	CAMPUS GROUNDS	330.00	N
			006211	4348	199-51-6247.00-999-099000	CAMPUS GROUNDS	250.00	N
			006211	4349	199-51-6247.00-999-099000	CAMPUS GROUNDS	550.00	N
			006211	4343	199-51-6247.00-999-099000	CAMPUS GROUNDS	345.00	N
Totals for Check 086708							2,530.00	
086709	08-31-2020	TEXAS STATE BILLING S	880008	21297	199-11-6299.00-999-023000	MEDICAID BILLING FEES	505.14	N
086710	08-31-2020	LINDA THURMOND	880008	AUG 17-27	199-11-6411.00-999-0230VI	INDISTRICT TRAVEL	80.79	N
086711	08-31-2020	TRACTOR SUPPLY COM	004702	261721	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT SUP	891.76	N
086712	08-31-2020	TRACTOR SUPPLY COM	006194	750202	199-34-6399.01-999-099000	BULLDOG JACK	59.99	N
086713	08-31-2020	DOLORES A. TREVINO	082701	BKFST NOOK	199-13-6499.00-999-011Y00	NEW TEACHER ORIENTATION	337.50	N
086714	08-31-2020	RAUL TREVINO, JR	800008	EC JV FB VS	199-36-6299.00-001-091W00	JV FB OFFICIAL	125.00	N
086715	08-31-2020	TURTLE & HUGHES	005256	4474366-00	199-51-6316.00-999-099000	ELECTRICIAN SUPPLIES/MATERI	936.00	N
			005937	4474354-00	199-51-6316.00-999-099000	LAMPS HOLDERS	898.50	N
Totals for Check 086715							1,834.50	
086716	08-31-2020	UNIFIRST CORPORATIO	006164	8150884486	199-34-6299.00-999-099000	UNIFORM SERVICE	39.40	N
086717	08-31-2020	UNITED AGRICULTURAL	006230	277899	199-34-6399.01-999-099000	ROTARY HAND PUMP/TORCH BU	90.48	N
			006230	278003	199-34-6399.01-999-099000	SHOP SUPPLIES-TRANSPORTATI	4.38	N
			006235	279035	199-34-6399.03-999-099000	BATTERY REPAIR PARTS	14.99	N
			005612	276169	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	3.95	N
			005612	276712	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	30.34	N
			005612	278269	199-51-6316.00-999-099000	GEN MAINT-BUILDING MAINT	89.68	N
Totals for Check 086717							233.82	

For the Month of August

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
086718	08-31-2020	UNIVERSITY OF TEXAS	082703	1371	199-11-6291.00-001-011Y00	ONLINE INSTRUCTION CONT	850.00	N
086719	08-31-2020	EDWARD VOLF	880008	EC VS EDNA-VB	199-36-6299.00-001-091W00	VOLLEYBALL OFFICIAL	185.00	N
086720	08-31-2020	WALMART COMMUNITY	005395		199-11-6399.79-001-022000	CULINARY LAB EXPENSES	439.76	N
			005398		199-11-6399.80-001-022000	HORTICULTURE SUPPLIES	87.17	N
			082701	00340	199-12-6329.00-001-011000	LIBRARY BOOKS	2.86	N
			904008		199-21-6399.02-999-099000	CURR SUPPLIES	9.08	N
			800008	07165	199-31-6399.40-999-024000	AT RISK STUDENT SUPPLIES	87.89	N
			006215		199-34-6399.02-999-099000	BREAKROOM CHAIRS	39.32	N
			006229		199-34-6399.02-999-099000	ANTIBACTERIAL HAND SANITIZE	13.46	N
			006226		199-36-6412.90-001-0910SC	CROSS COUNTRY SUPPLIES	495.53	N
			006206		199-36-6412.94-001-091000	Supplies for scrimmage	311.98	N
			004138		199-51-6315.00-999-099000	JANITORIAL	80.16	N
			004135		199-51-6317.00-999-099000	GROUNDS	52.84	N
			004139		199-51-6319.00-999-099000	GEN MAINT-M&O SUPPLIES	168.24	N
			004139		199-51-6319.00-999-099000	GEN MAINT-M&O SUPPLIES	85.24	N
			082701	00340	429-12-6329.00-001-011000	LIBRARY BOOKS	30.00	N
						Totals for Check 086720	1,903.53	
086721	08-31-2020	KIRBIE WOODS	880008	COMM	437-13-6411.00-751-123000	REGISTRATION REIM	99.00	N
086722	08-31-2020	SAVANNA YACKEL	082702	MARCH (2)	199-00-5739.01-000-000000	RED ZONE REFUND	120.00	N
086723	08-31-2020	HOUGHTON MIFFLIN HA	006227	954952606	410-11-6395.00-999-111000	WRITABLE RESOURCES	53,451.16	N
086724	08-31-2020	HOUGHTON MIFFLIN HA	006228	954955207	410-11-6395.00-999-111000	WAGGLE ENGL LANG ARTS	156,293.00	N
						Total Checks	2,162,210.77	

End of Report

Information Only

Consent Agenda Item: 4.B.5

Meeting Date: September 22, 2020

Submitted by: David Bright, Assistant Superintendent for Finance

Business and Support Services

Annual Review of FIRST Criteria

Summary

According to state statute, the district must prepare and publish an annual financial management report. The report must include a description of the District's financial management performance based on set of performance indicators developed by the Texas Education Agency. The Agency's performance indicators are known as the *Financial Integrity Rating System of Texas (FIRST)*.

The Board is required to hold a public hearing on the report, and must give notice of the hearing to property owners and to parents of District students. The public hearing is to be held in the District's facilities within two months of receipt of a financial accountability rating.

At the hearing, the annual financial management report is to be disseminated to parents and taxpayers in attendance.

ECISD Board Policy

BR (LEGAL), REPORTS

Effective Date

September 1, 2020

Previous Board Action

The Board annually reviews the rating criteria at a meeting prior to the presentation of the FIRST rating at a public hearing.

Future Action Expected

The Board annually reviews the rating criteria at a meeting prior to the presentation of the FIRST rating at a public hearing.

Background Information and Significant Issues

As means of reviewing the FIRST indicators before the publication of this year's report, we have attached a document that goes through each of the indicators and provides a brief explanation of how the ratings are assessed.

Fiscal Impact

None.

Student and Public Benefit	A financial management accountability system ensures that the appropriate measures are being taken to effectively manage taxpayer funds.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • FIRST – How Ratings Are Assessed
Contact Person(s)	David Bright, Assistant Superintendent for Finance and Operations
Action Required	No Action Required. This is an information report only.
Superintendent's Recommendation	Information only. Bob Callaghan, Superintendent of Schools



How Ratings are Assessed

Rating Worksheet

Preliminary ratings are released by Texas Education Agency every calendar year during the summer. The Commissioner's Rules for School FIRST are contained in Title 19, Texas Administrative Code, Chapter 109, Subchapter AA, Commissioner's Rules Concerning Financial Accountability Rating System.

The School FIRST Communications Kit was updated in September 2018 to include changes in the Commissioner's Rule for School FIRST that were finalized in August 2018. The most substantive changes in August 2018 will be implemented by the Texas Education Agency beginning with ratings year 2020-2021 based primarily on data from fiscal year 2020.

During the phase-in period, the new School FIRST system has separate worksheets for rating years 2017-2018, 2018-2019, and 2019-2020 as compared to subsequent years.

The questions a school district must address in completing the worksheet used to assess its financial management system can be confusing to non-accountants. The following is a layman's explanation of what the questions mean—and what your district's answers can mean to its rating.

1. Was the complete annual financial report (AFR) and data submitted to the TEA within 30 days of the November 27 or January 28 deadline depending on the school district's fiscal year end date of June 30 or August 31, respectively?

A simple indicator. Was your Annual Financial Report filed by the deadline?

2. Review the AFR for an unmodified opinion and material weaknesses. The school district must pass 2.A to pass this indicator. The school district fails indicator number 2 if it responds "No" to indicator 2.A. or to both indicators 2.A and 2.B.

2.A. Was there an unmodified opinion in the AFR on the financial statements as a whole? (The American Institute of Certified Public Accountants (AICPA) defines unmodified opinion. The external independent auditor determines if there was an unmodified opinion.)?

A "modified" version of the auditor's opinion in your annual audit report means that you need to correct some of your reporting or financial controls. A district's goal, therefore, is to receive an "unmodified opinion" on its Annual Financial Report. 2.A. is a simple "Yes" or "No" indicator (see instructions under "2." for evaluating performance under "2.A" and "2.B." to arrive at the score for "2.").

2.B. Did the external independent auditor report that the AFR was free of any instance(s) of material weaknesses in internal controls over financial reporting and compliance for local, state, or federal funds? (The AICPA defines material weakness.)

A clean audit of your Annual Financial



How Ratings are Assessed

Report would state that your district has no material weaknesses in internal controls. Any internal weaknesses create a risk of your District not being able to properly account for its use of public funds, and should be immediately addressed. 2.B. is a simple "Yes" or "No" indicator (see instructions under "2." for evaluating performance under "2.A" and "2.B" to arrive at the score for "2.").

3. Was the school district in compliance with the payment terms of all debt agreements at fiscal year end? (If the school district was in default in a prior fiscal year, an exemption applies in following years if the school district is current on its forbearance or payment plan with the lender and the payments are made on schedule for the fiscal year being rated. Also exempted are technical defaults that are not related to monetary defaults. A technical default is a failure to uphold the terms of a debt covenant, contract, or master promissory note even though payments to the lender, trust, or sinking fund are current. A debt agreement is a legal agreement between a debtor (= person, company, etc. that owes money) and their creditors, which includes a plan for paying back the debt.)

This indicator seeks to make certain that your district has timely paid all bills/obligations, including financing arrangements to pay for school construction, school buses, photocopiers, etc.

4. Did the school district make timely payments to the Teachers Retirement System (TRS), Texas Workforce Commission (TWC), Internal Revenue Service (IRS), and other government agencies?

This indicator seeks to make sure the district fulfilled its obligation to the TRS, TWC and IRS to transfer payroll withholdings and to fulfill any additional payroll-related obligations required to be paid by the district.

5. Was the total unrestricted Net Position balance (Net of the accretion of interest for capital appreciation bonds) in the governmental activities column in the Statement of Net Positions greater than zero? (If the school district's change of students in membership over 5 years was 7 percent or more, then the school district passes this indicator.)

This indicator is not being scored this year due to the impact of accounting changes implemented by the Governmental Accounting Standards Board.

This indicator simply asks, "Did the district's total assets exceed the total amount of liabilities (according to the very first financial statement in the annual audit report)?" Fortunately, this indicator recognizes that high-growth districts incur large amounts of debt to fund construction, and that total debt may exceed the total amount of assets under certain scenarios.

6. Was the number of days of cash on hand and current investments in the



How Ratings are Assessed

general fund for the school district sufficient to cover operating expenditures (excluding facilities acquisition and construction)?

This indicator measures how long in days after the end of the fiscal the school district could have disbursed funds for its operating expenditures without receiving any new revenues. Did you meet or exceed the target amount in School FIRST?

7. Was the measure of current assets to current liabilities ratio for the school district sufficient to cover short-term debt?

This indicator measures whether the school district had sufficient short-term assets at the end of the fiscal year to pay off its short-term liabilities. Did you meet or exceed the target amount in School FIRST?

8. Was the ratio of long-term liabilities to total assets for the school district sufficient to support long-term solvency? (If the school district's change of students in membership over 5 years was 7 percent or more, then the school district passes this indicator.)

This question is like asking someone if their mortgage exceeds the market value of their home. Were you below the cap for this ratio in School FIRST? Fortunately, this indicator recognizes that high-growth districts incur additional operating costs to open new instructional campuses.

9. Did the school district's general fund revenues equal or exceed expenditures (excluding facilities acquisition and construction)? If not,

was the school district's number of days of cash on hand greater than or equal to 60 days?

This indicator simply asks, "Did you spend more than you earned?" (the school district will automatically pass this indicator, if the school district had at least 60 days cash on hand.)

10. Was the debt service coverage ratio sufficient to meet the required debt service?

This indicator asks about the school district's ability to make debt principal and interest payments that will become due during the year. Did you meet or exceed the target amount in School FIRST?

11. Was the school district's administrative cost ratio equal to or less than the threshold ratio?

This indicator measures the percentage of their budget that Texas school districts spent on administration. Did you exceed the cap in School FIRST for districts of your size?

12. Did the school district not have a 15 percent decline in the students to staff ratio over 3 years (total enrollment to total staff)? (If the student enrollment did not decrease, the school district will automatically pass this indicator.)

If the school district had a decline in students over 3 school years, this indicator asks if the school district decreased the number of the staff on the payroll in proportion to the decline in students. (The school district automatically passes this indicator if



How Ratings are Assessed

there was no decline in students.)

School Program state aid.

13. Did the comparison of Public Education Information Management System (PEIMS) data to like information in the school district's AFR result in a total variance of less than 3 percent of all expenditures by function?

This indicator measures the quality of data reported to PEIMS and in your Annual Financial Report to make certain that the data reported in each case "matches up." If the difference in numbers reported in any fund type is 3 percent or more, your district "fails" this measure.

14. Did the external independent auditor indicate the AFR was free of any instance(s) of material noncompliance for grants, contracts, and laws related to local, state, or federal funds? (The AICPA defines material noncompliance.)

A clean audit of your Annual Financial Report would state that your district has no material weaknesses in internal controls. Any internal weaknesses create a risk of your District not being able to properly account for its use of public funds and should be immediately addressed.

15. Did the school district not receive an adjusted repayment schedule for more than one fiscal year for an overallocation of Foundation School Program (FSP) funds as a result of a financial hardship?

This indicator asks if the district had to ask for an easy payment plan to return monies to TEA after spending the overpayment from the Foundation

Information Only

Agenda Item: 4.B.6

Meeting Date: September 22, 2020

Submitted By: David Bright, Assistant Superintendent for Finance

Business and Support Services

Review of Invoices submitted from SZH Architecture.

Summary

Although payments to SZH Architecture are in accordance with their contract with the district, applications for payment are presented for review each month as a part of the Consent Agenda.

Invoice No. 201924-03– Payment No. 3 for El Campo Weight Room. This invoice is in the amount of \$45,000.

Invoice No. 4727 – Reimbursable Expense for Schultz Civil Engineering. This invoice is in the amount of \$2,250.

Invoice No. – Reimbursable Expense for City of El Campo Variance Request. This invoice is in the amount of \$200.

ECISD Board Policy

CH (LOCAL) PURCHASING AND ACQUISITION, PURCHASING AUTHORITY

Effective Date

September 1, 2020.

Previous Board Action

The board has previously approved SZH Architecture. as the design firm for the district construction projects. Applications for Payment are in accordance with Article 11.2 of this contract between the owner and the architect.

Future Action Expected

The Board will review Applications for Payment from SZH Architecture as a part of the Consent Agenda each month throughout the duration of the construction projects.

Background Information and Significant Issues

None

El Campo Weight Room Project

Payment Recap for El Campo Weight Room Project

Date	Application for Payment No.	Invoice No.	Amount	Earned to Date	Balance Due
Fee at 6% of Estimated Cost of \$2.5 million					\$150,000.00
6/29/20	1	201924-01	\$16,875.00	\$16,875.00	\$133,125.00
8/1/20	2	201924-02	\$20,625.00	\$37,500.00	\$112,500.00
9/1/20	3	201924-03	\$47,450.00	\$84,950.00	\$65,050.00

Reimbursable Expenses

Date	Application for Payment No.	Invoice No.	Amount	Paid to Date
9/1/20	1		\$200.00	\$200.00
9/1/20	2	4727	\$2,250.00	\$2,450.00

Student and Public Benefit

Monthly review of the Applications for Payment from the district's architect insures accounting transparency for the public on these projects.

Procedural and Reporting Implications

None.

Other Comments and Related Issues

None.

Attachments

- SZH Application for Payment No. 201924-3 for El Campo Weight Room Project
- Schultz Engineering Invoice No. 4727

Contact Person(s)

David Bright, Assistant Superintendent for Finance

Action Required

None.

Recommendation

No action required.

Superintendent's Recommendation

Information only.

Bob Callaghan, Superintendent of Schools

Singleton Zimmer Haliburton Architecture
 1711 Cavitt Avenue, Bryan, TX 77801
 979-779-5757
 Wade@SZHArchitecture.com

INVOICE



Invoice To
 El Campo Independent
 School District
 700 West Norris
 El Campo, TX 77437

INVOICE NO. 201924-03
 TERMS Net 30
 DATE 09/01/2020
 DUE DATE 10/01/2020

Project Name
 El Campo Independent School District:El
 Campo Weight Room

Project Number
 201924

ACTIVITY	QTY	RATE	AMOUNT
Variance Application			200.00
Civil Engineering			2,250.00
Design:Design Development 6% of 2.5M	0.10	150,000.00	15,000.00
Design:Construction Documents 6% of 2.5M	0.20	150,000.00	30,000.00
Project Management:Bidding & Contract Negotiation 6% of 2.5M	0	150,000.00	0.00
Project Management:Construction Administration 6% of 2.5M	0	150,000.00	0.00
BALANCE DUE			\$47,450.00

Thank you for choosing SZH Architecture.

www.szharchitecture.com

September 1, 2020

El Campo ISD
David Bright
Assistant Director of Finance
801 South Ennis, Bryan, TX 77803

Invoice #
201924-03



RE: ARCHITECTURAL SERVICES BILLING
Weight Room

As Per Contract: A/E FEE: 6% of Construction Cost of the Work:
6% of \$2,500,000 (estimated for now)= \$150,000

SERVICES: REMODELING

Schematic Design:	15% of fee =	\$ 22,500
Design Development:	20% of fee =	\$ 30,000
Contract Documents:	40% of fee =	\$ 60,000
Bidding/Negotiations:	5% of fee =	\$ 7,500
Contract Administration:	20% of fee =	\$ 30,000

SERVICES RENDERED TO DATE:

RENOVATIONS

100% Complete of Schematic Design	22,500.00	
100% Complete of Design Development:	30,000.00	
50% Complete of Contract Documents:	30,000.00	
0% Complete of Bidding/Negotiations:	0.00	
0% Complete of Contract Administration:	0.00	82,500.00

Reimbursable Expenses (See itemized list on next page) 2,450.00

TOTAL COMPLETED TO DATE:..... 84,950.00

LESS PREVIOUS PAYMENTS:..... 37,500.00

TOTAL NOW DUE:..... 47,450.00

Balance to Finish: 65,050.00

THANK YOU!

Wade Zimmer
Wade Zimmer AIA

1711 CAVITT AVENUE
BRYAN, TX 77801
TEL: 979-779-5757
Wade@SZHArchitecture.com

September 1, 2020

El Campo ISD
David Bright
Assistant Director of Finance
801 South Ennis, Bryan, TX 77803



**RE: ARCHITECTURAL SERVICES BILLING
Weight Room**

Reimbursable Expenses:

Date	Invoice #		Amount
08/30/20	4727	Schultz Civil Engineering	2,250.00
08/24/20		City of El Campo Variance Request	200.00

Total Reimbursable Expenses:..... 2,450.00

Invoices to Date:

Date	Invoice #	Received (Y/N)	Days Outstanding	
07/01/20	201924-01	Y		16,875.00
08/01/20	201924-02	Y		20,625.00

Payments Received to date:..... 37,500.00

TOTAL NOW DUE:..... 47,450.00

Balance to Finish: **\$65,050.00**
THANK YOU!

Wade Zimmer AIA

1711 CAVITT AVENUE
BRYAN, TX 77801
TEL: 979-779-5757
Wade@SZHArchitecture.com

Action Required

Consent Agenda Item: 4.B.7

Meeting Date: September 22, 2020

Submitted by: David Bright, Assistant Superintendent for Finance and Operations

Business and Support Services

Approval of Purchasing Cooperatives for 2020-2021.

Summary

Interlocal Agreements. Policy CH (LEGAL) states that to increase efficiency and effectiveness, the District may contract or agree with other local governments and with state agencies to perform some of its purchasing functions. An Interlocal agreement must be authorized by the Board and the governing body of each contracting party. These contracts may be renewed annually.

Although most of the agreements state that if the contract is not terminated by written notice that they automatically renew annually, we prefer that the Board actually takes formal action to renew these agreements.

The following is a list of Purchasing Cooperatives that the district currently has inter-local agreements in place and currently wishes to continue to participate in:

- Region 3 ESC (RPC)
- Omnia Partners – Public Sector (National IPA & US Communities) – formally TCPN
- Texas Buy Board
- Central Master Bidders List (CMBL) Texas Comptroller’s Office
- Texas Smart Buy
- Choice Partners - Harris County Department of Ed
- TIPS/TAPS Purchasing System
- PACE - Purchasing Association of Cooperative Entities
- TEXBUY.NET
- Region 20 - 2013 Purchasing Cooperative
- Region 19 - Allied Purchasing Cooperative
- Goodbuy Purchasing Cooperative – Region 2
- NCPA - National Cooperative Purchasing Alliance
- E&I Cooperative
- 1GPA

ECISD Board Policy	CH (LEGAL), PURCHASING AND ACQUISITION
Previous Board Action	The Board annually renews Interlocal Agreements with purchasing cooperatives.
Future Action Expected	The Board annually renews Interlocal Agreements with purchasing cooperatives.
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	Assists in making the most efficient use of district tax dollars.
Procedural and Reporting Implications	Approval of Purchasing Cooperatives
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None
Attachments	None
Contact Person(s)	David Bright, Assistant Superintendent of Finance and Operations
Action Required	Motion, second and majority vote to approve the purchasing cooperatives as presented for the 2020-21 school year.
Superintendent's Recommendation	I recommend you approve the purchasing cooperatives as presented for the 2020-21 school year. Bob Callaghan, Superintendent of Schools

VENDOR SOURCES FOR EL CAMPO ISD
2020-21 SCHOOL YEAR

El Campo ISD Vendor List

Region III – RPC

Omnia Partners – Public Sector (National IPA & US Communities) – formerly TCPN and National IPA

Texas Buyboard

Central Masters Bidders List (CMBL) Texas Comptroller’s Office

Texas Smart Buy

Choice Partners – Harris County Department of Education Purchasing Cooperative:

TIPS/TAPS Purchasing System

PACE – Purchasing Association of Cooperative Entities

TEXBUY.NET

Region 20 – 2013 Purchasing Cooperative

Region 19 – Allied Purchasing Cooperative

Goodbuy Purchasing Cooperative –Region 2

NCPA–National Cooperative Purchasing Alliance

E&I Cooperative

1GPA

Action Required

Agenda Item: 4.B.8

Meeting Date: August 22, 2020

Submitted by: David Bright, Assistant Superintendent for Finance

Consent Agenda: Business and Support Services	Amendment #1 – Appropriate deferred revenue received from Region 20 for Special Ed Fiscal Support to be spent on designated Special Ed Consulting Assessments. Amendment #2 – Appropriate funds for janitorial, nursing, and athletic supplies due to COVID19.
Summary	According to district policy, the budget shall be amended when a change is made increasing any one of the functional spending categories.
ECISD Board Policy	CE (LOCAL), ANNUAL OPERATING BUDGET
Effective Date	August 22, 2020
Previous Board Action	The Board approved the 2020-2021 General Operating Budget, on August 28, 2020.
Future Action Expected	The Board is required to amend the budget when a change increases any one of the functional spending areas.
Background Information and Significant Issues	Due to the COVID19 Pandemic and the many unanticipated needs involved in meeting the challenges surrounding it, it has been necessary to make many purchases for this school year that we normally don't make. To date we have spent approximately \$45K for general PPE supplies.
Fiscal Impact	Amendment #1 - \$13,280 Amendment #2 - \$90,000
Student and Public Benefit	Accurate accounting for the expenditure of public funds.
Procedural and Reporting Implications	Record the official budget amendment and make the necessary changes in the general operating budget.

Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • Amendment #1 and #2
Contact Person(s)	David Bright, Assistant Superintendent for Finance & Operations.
Action Required	Motion, second and majority vote to approve the budget amendment(s).
Superintendent's Recommendation	<p>I recommend you approve the budget amendment(s) as a part of the Consent Agenda.</p> <p>Bob Callaghan, Superintendent of Schools</p>

EL CAMPO INDEPENDENT SCHOOL DISTRICT
700 WEST NORRIS STREET
EL CAMPO, TEXAS 77437
(979) 543-6771
(979) 543-1670 FAX

August 22, 2020

DATE

2020-21

BUDGET YEAR

TO: Board of Trustees

FROM: David Bright *KOB*
 Assistant Superintendent for Finance

RE: Budget Amendment(s)

Due to a change in financial requirements, I request the following budget amendments:

AMENDMENT #1

BUDGET CODE	ACCOUNT NAME	BUDGET	CHANGE+-	AMENDED
199 00 5839 00 000 100000	Spec Ed Fiscal Support Revenue	\$ -0-	+\$ 13,280	\$ 13,280
199 31 6219 00 999 123000	Spec Ed Consult Assessments	\$ -0-	+\$ 13,280	\$ 13,280

Appropriate deferred revenue received from Region 20 for Special Ed Fiscal Support to be spent on designated Special Ed Consulting Assessments.

AMENDMENT #2

BUDGET CODE	ACCOUNT NAME	BUDGET	CHANGE+-	AMENDED
199 51 6315 29 999 199000	Janitorial Supplies-COVID 19	\$ -0-	+\$ 80,000	\$ 80,000
199 33 6399 29 999 199000	Nurse Supplies-COVID 19	\$ -0-	+\$ 5,000	\$ 5,000
199 36 6399 29 999 191000	Athletic Supplies-COVID 19	\$ -0-	+\$ 5,000	\$ 5,000
199 00 3700 00 000 100000	Est. Fund Balance	\$8,920,185	-\$ 90,000	\$8,830,185

Appropriate funds for janitorial, nursing, and athletic supplies due to COVID 19.

Agenda Item Summary Sheet
Meeting Date: September 22, 2020
Submitted by: Dolores A. Trevino, Assistant Superintendent of Curriculum

Consent Item

Curriculum and Instruction	ECISD Pre-K – 2 Asynchronous Plan
Summary	<p>ECISD will submit the Asynchronous Plan for online learners in Pre-K through second grade, to the Texas Education Agency for approval on or before the October 1, 2020 deadline.</p> <p>The plan was created with input from Myatt and Hutchins Elementary and includes the state required components. Region 3 Education Service Center, Monica Jones and Mitzi McAfee reviewed the plan and provided feedback.</p> <p>At the July board meeting the ECISD Board of Trustees approved the TEA Attestation letter and the district submitted a letter of intent to the state. The LEA has contingent approval to record attendance for students using the remote asynchronous instruction method. The district will be fully funded for attendance recorded via the remote asynchronous instructional method throughout the contingent approval period. Contingent approval will remain in place through a grace period, which ends at the end of the LEA’s third six-week attendance reporting period (for the purposes of PEIMS attendance reporting). In order to continue to be funded for remote asynchronous instruction beyond the grace period, the LEA must submit a plan that meets the requirements as verified by a TEA approval process.</p>
ECISD Board Policy	None.
Effective Date	October 2020
Previous Board Action	None.
Future Action Expected	None.
Background Information and Significant Issues	<p>In planning for the 2020-2021 school year and under TEA guidance, ECISD will include Asynchronous online instruction as an option for Pre-K through second grade.</p> <p>Asynchronous Instruction – Instruction that does not require having the instructor and student engaged at the same time. In this method, students learn from instruction that is not necessarily being delivered in-person or in real time. This type of instruction may include various forms of digital and online learning, such as prerecorded video lessons or game-based learning tasks that students complete on their own, and pre-assigned work and formative assessments made available to students on paper. The instructional method must address the required curriculum, per TEC, §28.002.</p>
Student and Public Benefit	Online methods of remote instruction will allow parents with pandemic concerns the option of keep students home during the 20-21 school year.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.

Other Comments and Related Issues

None.

Attachments

ECISD Online Instruction Plan for Asynchronous Learning

Contact Person(s)

Dolores A. Trevino, Assistant Superintendent of Curriculum and Instruction

Action Required

Approval to authorize the Superintendent to finalize and submit the attestations and plans for asynchronous and synchronous remote learning on behalf of the district.

Superintendent's Recommendation

The Superintendent recommends the board authorize the district to submit the attestation/plan once it is finalized.

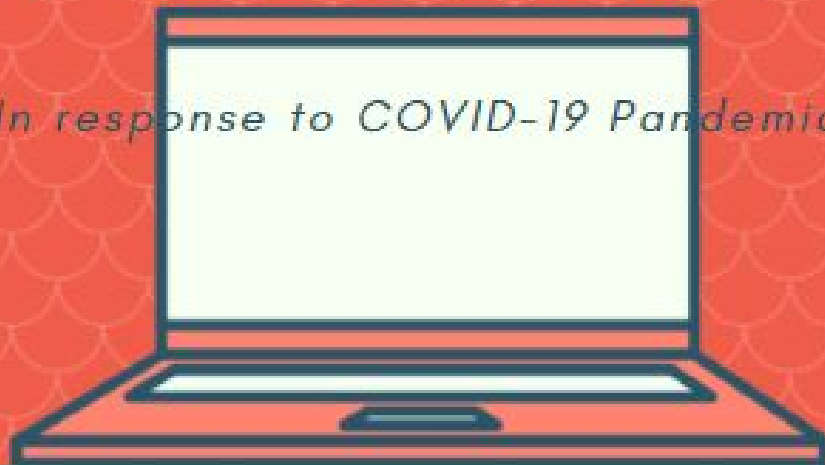
Bob Callaghan, Superintendent of Schools

EL CAMPO INDEPENDENT SCHOOL DISTRICT

CONTINUITY OF LEARNING
**ONLINE
INSTRUCTION
PLAN**

ASYNCHRONOUS & SYNCHRONOUS LEARNING

In response to COVID-19 Pandemic





2020-2021

ECISD ONLINE ACADEMICS AND INSTRUCTION

(from the ECISD Return to Learn Plan)

20-21 El Campo ISD Instructional Offerings

Students will commit to either option each nine week grading period

<p>1 In-person Instruction</p> 	<p>In-person instruction</p> <ul style="list-style-type: none"> • Health prevention measures • ECISD teachers and curriculum • Monday - Friday • All core and elective courses • Music & PE for elementary • Technology and learning software • Transportation for eligible students • Extracurricular activities • Counseling services • Traditional attendance and grading policy 	<p>ECISD 1:1 Technology Integration</p>	<p>Temporary Remote Learning due to class or school closure</p> <ul style="list-style-type: none"> • Internet and computer required • Instruction via Google Classroom for first -twelfth and See Saw for Pre-K & Kindergarten • Teachers instruct from a classroom • Real-time and self-paced instruction • Modified school day schedule • Extracurricular activities unavailable • Counseling services
<p>2 Online Learning</p> 	<p>Online learning</p> <ul style="list-style-type: none"> • Internet access and computer required • Monday - Friday • Instruction via Google Classroom or Seesaw • ECISD teachers and curriculum • Real-time & self-paced instruction • Formal class schedule • Daily attendance required • Parent as learning coach • Counseling services • Traditional attendance and grading policy • Students *may participate in UIL *subject to change 		

COMMITMENT FORM FOR EACH 9-WEEK GRADING PERIOD

We are asking families to commit to either In-person Instruction or Online Instruction for each child attending an ECISD school for the 2020-2021 school year. This commitment will be for August 12 - October 9 and last the duration of the first nine weeks grading period. Surveys will be sent out two weeks before the next grading period throughout the school year to allow parents to change if they so choose.

This form must be submitted for each child attending an ECISD school. The survey deadline is **Wednesday, August 5, 2020**. ECISD will default to In-person Instruction at their assigned ECISD campus for individuals who do not submit a commitment form. All of the standard policies regarding enrollment apply to both In-person and Online Instruction.

For any questions, please contact or email your campus principal.

INSTRUCTIONAL PLAN

Instructional Gaps: Due to the pandemic and school closures, we expect there to be larger gaps than if they were just out for the summer. Emphasis will be placed on literacy at Pre-K - 2nd and the continued use of the Really Great Reading phonics program.

We will gather data through BOY baseline assessments, such as:

- Pre-K CIRCLE Assessment
- Kindergarten TPRI & TXKEA
- 1st & 2nd TPRI & STAR Renaissance Math
- 3rd STAR Renaissance Reading and Math
- 4th - EOC TEA Beginning of the Year Assessment and released STAAR assessments

We will take the data from the baseline assessment to determine where the gaps are with each student.

Scope and Sequence: Since we will not be starting out as a normal school year, our scope and sequence will look different. We will need to integrate previous grade-level TEKS with our BOY instruction. The TEKS Resource Gap tool will be utilized to help close gaps, all while staying on track to cover our required grade-level TEKS. Additionally, an emphasis on the Lead4ward identified essentials for each grade level will serve as a guide.

Special Populations and Special Education: Students will continue to receive academic, language and physical supports throughout the school year. Services may be adjusted due to remote learning and will be determined by the appropriate committee or program. For specific information contact:

Amy Bosse, Director of Special Education abosse@ecisd.org

Laura Pustejovsky, Special Populations Coordinator lpustejovsky@ecisd.org

ATTENDANCE POLICY

ECISD will be required to take daily attendance with both in-person instruction, online instruction, and temporary remote learning models. This means students will have to be present in-person and/or engaged in learning each day to be counted as present for credit purposes. Daily Engagement Measures are required for attendance. "Engagement" is defined by TEA as daily progress or completion and submission of assignments.

For Distance Learning, attendance requirements (as required by the TEA) will be documented by the interactions with educators and the engagement level with lessons and assignments within Google Classroom or SeeSaw (for early elementary). There will be required times for log-ins to the Google Classroom platform as well as required Google Meet sessions.

Per Texas Education Code (TEC) 25.092, students must attend 90 percent of a course in order to be awarded credit for the course and/or to be promoted to the next grade. This requirement remains in force during the 2020-2021 school year.

Given the public health situation, student attendance may be earned through the delivery of remote and online instruction.

GRADING POLICY

Grades will be taken according to the local ECISD grading policy for In-school Instruction, Online Learning, and Temporary Remote Learning. The ECISD grading policy is located on our [district's webpage](#).

IN-PERSON INSTRUCTION

The In-person Instruction plan utilizes the schools within El Campo ISD and follows a more traditional school environment with the district incorporating extensive and enhanced health and safety precautions and measures recommended by the Centers for Disease Control (CDC) and the American Academy of Pediatrics to mitigate the spread of the coronavirus. Modifications to campus pick-up and drop-off procedures, handwashing and hand sanitizing stations

at all campus entry points, social distancing in classrooms, utilization of face coverings, reduction in on-campus transitions, cohorting small populations of students to reduce the spread and improve contact-tracing, reducing common area interaction, and using teacher mobility between classrooms versus mobilizing students, unless otherwise determined by State authorities. We have also committed to employing a disinfectant specialist at each campus with the sole responsibility of disinfecting classrooms and areas utilized throughout the day. El Campo ISD has developed these measures of health and prevention to protect all staff, students, and visitors, and such measures may tighten or loosen depending on the current COVID-19 environment or changes in local and state orders to address COVID-19.

ONLINE INSTRUCTION AND TEMPORARY REMOTE INSTRUCTION

Technology integration Pre-K - 12th grade will be a non-negotiable as we enter the 20-21 school year. On-going support and training will be provided by our instructional technology department. Teachers will record lessons from their classrooms to provide students with a blended type approach to learning.

Pre-K & Kindergarten

See Saw is the learning platform utilized to deliver Texas Education Agency approved asynchronous instruction at home. Students will follow district guidelines for attendance, grades, and participation.

1st & 2nd Grades

Google Classroom and Google Meets is the platform utilized to deliver Texas Education Agency approved asynchronous instruction at home. Students will follow district guidelines for attendance, grades, and participation.

Key Points of ECISD Asynchronous Plan for Pre-K - 2nd Grade

- Students will receive 240 minutes of asynchronous and synchronous instruction each day (*TEA required 180 minutes*).
- Daily schedules are provided to parents and students.
- Students will attend live lessons for classroom connections and morning meetings, intervention/enrichment, and small group instruction. These live lessons will allow for peer-to-peer interaction and relationship connections with teachers.
- Small-group and one-one-one learning will be used for core subject content areas.
- Content for core subject areas will be provided through SeeSaw or Google Classroom and will follow our curriculum according to TEKS Resource, the current district adopted materials, and district technology resources.
- Parent/Teacher communication will be through the ClassDojo App.
- Office hours will be available for one-on-one conferences during the day or parent help.
- Instructional materials provided will help to address students with disabilities and English Learners. Small group intervention/support/enrichment will be utilized to address special needs such as student's individual IEP and 504 accommodations, dyslexia, GT, and RTI, as well as small group instruction for areas of need as determined by the teacher.
- Attendance will be taken daily in Skyward, as determined through engagement.
- Grading will be the same as on-campus learning and outlined in our ECISD District Handbook and policy.
- Physical Education, art, music, and computer - a bank of exercises, physical activities, and resources will be provided.
- Teachers will establish norms and virtual classroom procedures for appropriate student behavior and participation.
- Campus counselors will set up guidance classes to support social and emotional learning once per week.
- Each class will include a **3E Model** of instruction:
 - **Engagement**- activities with movement using whole brain teaching, video, etc.

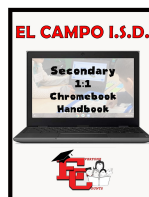
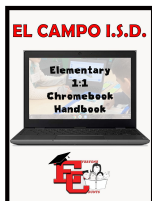
- **Elaboration**- extending the lessons with technology, or a SeeSaw activity
- **Evaluate**- exit ticket, completion of a task, progress check, SeeSaw assignment

Parent and Student Expectations for Online Learning:

- Students will actively participate throughout each synchronous activity daily as scheduled, with parent/guardian supervision.
- Student participation should mirror in-class participation. Grades are dependent on attendance, participation, and completion of daily assignments.
- Students will actively engage in the allotted number of minutes per core subject and any specials. If it is an asynchronous lesson, parents will ensure that students are completing their assigned minutes through viewing recorded direct-teach lessons and related assignments on the SeeSaw or Google Classroom platform.
- Student's cameras must be turned on during any live, synchronous lessons.
- Students will set aside (with parent help and teacher direction) a quiet, appropriate learning spot for on-line school participation.
- All live, synchronous communication must meet regular school expectations for content and language by all parties (including household members). Be mindful of backgrounds, music, or conversations that may not be appropriate for this setting.
- When present for live, synchronous lessons, students will be dressed appropriately.
- Parents/guardians will be readily available at all times to assist students with both synchronous and asynchronous lessons and activities and actively monitor their child.

ECISD 1:1 CHROMEBOOK (NEW for 20-21) INITIATIVE

The district is moving to a 1:1 district technology initiative for the 2020-2021 school year for students 1st - 12th. This means all students, first through the senior year, will be issued a Chromebook as part of their school materials. The devices will be issued at the start of the school year. Detailed information about this initiative in the **Elementary 1:1 Chromebook Handbook** and the **Secondary 1:1 Chromebook Handbook**.



Under the pandemic circumstances, students in Pre-K and Kindergarten will be issued an IPAD to support remote learning. No fee is required at this time.

SOCIAL-EMOTIONAL WELL-BEING OF STUDENTS AND STAFF

Regardless of the learning model chosen by students, social and emotional support will be provided every day. Implementation of social and emotional learning will include:

- Teachers will receive professional learning on social and emotional learning (SEL), trauma-informed care, and emotional poverty by Dr. Ruby Payne.
- Student in-class and online activities focused on social and emotional student needs.
- Mental health supports for students and employees.
- The counselors will work with students individually or in small groups to address any well-being needs.

BILINGUAL/ESL SERVICES

ECISD will ensure that students identified as English Learners (ELs) are provided with appropriate instruction based on English proficiency levels. We will ensure that, to the greatest extent possible, each learner with limited English proficiency can be provided the educational and linguistic services identified in the student's Language Proficiency Assessment Committee (LPAC) plan.

Instruction: Bilingual or ESL Students will continue to be supported consistent with their LPAC Plan with linguistic accommodations and supports.

Parent Input: If at any time you have questions about your child's English language services, please contact your child's teacher and/or campus LPAC Administrator or Laura Pustejovsky, Special Populations Coordinator lpustejovsky@ecisd.org or Dolores A. Treviño, Assistant Superintendent of Curriculum & Instruction dtrevino@ecisd.org for more information.

Assessment: Remote data collection, social distance observation, and educator checklists can be conducted remotely to monitor language proficiency. Safety precautions will be taken when a face-to-face assessment is required for eligibility determination. Safety precautions include clear barriers, face masks/shields, hand sanitizer, and cleaning protocols.

GIFTED AND TALENTED LIGHT PROGRAM

ECISD will ensure that learners identified as Gifted and Talented (GT) are provided with appropriate and challenging instruction. We will ensure that, to the greatest extent possible, each GT identified learner can be provided the differentiation aligned to the general classroom curriculum.

Health and Safety: Gifted and Talented teachers will be trained in COVID-19 safety protocols. PPE for staff as well, as additional sanitization procedures, will be in place to support students in classrooms.

Instruction: Students will continue to be supported in a manner consistent with the ECISD Gifted and Talented Services model (elementary, middle school, high school). Students will continue to receive individualized, modified, and/or alternate curriculum as appropriate.

Evaluations: We will continue to provide Gifted and Talented Identification assessment to the maximum extent possible once further guidance is provided from the Texas Education Agency regarding universal and on-going screening.

- Remote data collection, social distance observation, educator and parent interviews, and checklists may be conducted remotely as needed.
- The administration of a standardized test in a non-standardized way impacts the validity of the assessment. For that reason, critical components of the gifted and talented evaluation may not be completed remotely in order to determine the most effective instructional placement.
- Safety precautions will be taken when face to face assessment is required for instructional placement. Safety precautions could include clear barriers, face masks/shields, hand sanitizer, and cleaning protocols.

Contact your campus GT Counselor or Laura Pustejovsky, Special Populations Coordinator lpustejovsky@ecisd.org for more information.

SPECIAL EDUCATION, 504, & DYSLEXIA SERVICES

ECISD will ensure that students with disabilities have access to a free and appropriate public education (FAPE). We will ensure that, to the greatest extent possible, each student with a disability can be provided the educational and related services identified in the student's individualized education program (IEP) or Section 504 Plan.

Health and Safety:

- Intervention Services staff will be trained in COVID-19 safety protocols.
- Additional PPE for staff, as well as additional sanitization procedures, will be in place to support students in classrooms.
- Students will be taught good handwashing techniques and provided frequent opportunities to wash their hands with prompting when necessary.

Instruction:

- Students will continue to be supported consistent with their IEP/504 Plan. Students who receive their services through the general education setting will continue to receive access to their IEP goals, accommodations, and modifications provided by special education and general education staff. Students served in a special education setting will continue to receive individualized accommodated, modified, and/or alternate curriculum.
- Students served through Section 504 will continue to receive accommodations and services identified in their Student Services Plan.
- Small group instruction and interventions will be provided either in person or virtually. In-person, face-to-face instruction will occur with proper safety precautions, limited group size, and sanitation protocols. Virtual Interventions will include direct access to the therapist or interventionist as well as access to relevant, individualized digital resources to reinforce the target skill.
- The remote, at-home intervention will be scheduled in advance with the teacher/therapists/facilitator. Students will be expected to be available at their assigned intervention or small group time for synchronous learning.

Dyslexia Services:

- Students will have a scheduled time according to his/her individualized plan. Students will be expected to be available at their assigned time.
- Dyslexia services will be provided both in-person and virtually.
- Small group instruction and interventions will be provided either in person or virtually. In-person, face-to-face instruction will occur with proper safety precautions, limited group size, and sanitation protocols. Virtual Interventions will include direct access to the Dyslexia Interventionist as well as access to relevant digital resources to reinforce the target skill.

Specialized Services:

- Group sizes will comply with state and local guidelines.
- Direct Related and/or Instructional Services (speech therapy, occupational therapy, physical therapy, adapted PE, direct psychological services, audiological and/or vision services) will be provided in person or via the virtual platform and may include a combination of virtual lessons and activities. In-person, face-to-face instruction will occur with proper safety precautions, limited group size, and sanitation protocols. Virtual services will include

direct access to the therapist, facilitator, or interventionist as well as access to relevant individualized digital resources to reinforce the target skill.

- Consultative Services may occur through parent training, teacher training, observation, and feedback as well as access to online resources.
- Special Education Transportation services will be provided to eligible students as determined by the ARD committee.

ARD/504 Meetings:

- We will continue to hold required ARD/504 Meetings using a virtual platform to allow for meaningful participation and collaborative decision making.
- If at any time you have questions about your child's IEP/504 Plan or services and wish to convene an ARD/504 meeting to discuss, please contact your child's Diagnostician, Campus 504 Coordinator, or Speech-Language Pathologist.
- IEP/504 Plan amendments may be considered on a case by case basis to align online instruction.
- TEA has provided a [guidance document](#) on compensatory strategies and services.
- Consideration will be given to each individual student's progress on their IEP/504 Plan. Baseline data and acquisition of skills will determine if students are in need of additional COVID-19 compensatory services.

Evaluations:

The goal of the El Campo ISD is to locate, identify, and evaluate all children with disabilities who are in need of Special Education and Related Services who reside within the El Campo Independent School District boundaries. If you suspect that your child may not be developing the same as his or her peers or if your child has been previously diagnosed with a disability, you may call the Special Education Office.

- We will continue to provide Full and Individual Evaluations and 504 evaluations.
- Remote data collection, social distance observation, teacher and parent interviews, and checklists can be conducted remotely.
- The administration of a standardized test in a non-standardized way impacts the validity of the assessment. For that reason, critical components of the evaluation may not be completed remotely in order to come to an eligibility determination.
- Safety precautions will be taken when face-to-face assessment is required for eligibility determination. Safety precautions include clear barriers, face masks/shields, hand sanitizer, and cleaning protocols.
- Parents have the right to informed consent for evaluation, as well as, the right to refuse evaluation at this time.
- Any activities bringing students into close physical contact will be avoided. Activities requiring multiple students to touch or handle the same equipment will be avoided.
- Sanitizing areas and access to handwashing will be provided.

Asynchronous Plan Open Responses

Key Requirement Instructional Schedule: Describe (or attach a description of) the structure of your asynchronous schedule, highlighting any differences by grade level and/or content area.

Instructional Schedule: **Pre-K and Kindergarten**

⚡ Synchronous ⚡ Asynchronous

Pre-K Instructional Schedule:

Type	Time	Activities
⚡	8:00-8:30	Student Classroom Connection/Morning Meeting (LIVE)
⚡	8:30-9:30	Reading/ELA
⚡	9:30-9:45	Break
⚡	9:45-10:45	Math
⚡	10:45-11:15	Science
⚡	11:15-11:45	Social Studies
⚡	11:45-12:15	Lunch
⚡	12:15-12:45	Recess
⚡	12:45-1:15	Whole Group Lesson Math/Reading (LIVE)
⚡	1:15-2:45	Small-Group <ul style="list-style-type: none"> ● Intervention/Support/Enrichment: Reading/Math ● Specials lessons and activities (LIVE)
⚡	2:45-3:15	Guidance Counseling (1x per week) / Teacher office time
⚡	3:15-4:00	Teacher available for conferences

Kindergarten Instructional Schedule:

Type	Time	Activities
⚡	8:00-8:30	Student Classroom Connection/Morning Meeting (LIVE)
⚡	8:30-9:30	Reading/ELA
⚡	9:30-9:45	Break
⚡	9:45-10:45	Math
⚡	10:45-11:15	Science
⚡	11:15-11:45	Social Studies
⚡	11:45-12:15	Lunch
⚡	12:15-12:45	Recess
⚡	12:45-2:45	Small-Group <ul style="list-style-type: none"> ● Intervention/Support/Enrichment: 30 minutes Reading/ 30 minutes Math ● Specials lessons and activities (LIVE)
⚡	2:45-3:15	Guidance Counseling (1x per week) / Teacher office time
⚡	3:15-4:00	Teacher available for conferences

Key Requirement Instructional Schedule: Describe (or attach a description of) the structure of your asynchronous schedule, highlighting any differences by grade level and/or content area.

Instructional Schedule: **1st & 2nd Grade**

↯ Synchronous ↷ Asynchronous

1st Grade Instructional Schedule:

Type	Time	Activities
↯	8:00 - 8:20	Student Classroom Connection (live)
↷	8:30 - 9:30	Reading/Language Arts
↷	9:30 - 9:45	Break
↷	9:45 - 10:45	Math
↷	10:45 - 11:15	Science
↷	11:15 - 11:45	Social Studies
↷	11:45 - 12:15	Lunch
↷	12:15 - 12:45	Recess
↯	12:45 - 2:45	Small-Group Intervention/Support/Enrichment (live) 30 minutes Reading/30 minutes Math Specials
↷	2:45 - 3:15	Guidance Counseling (1x per week)/Teacher office time
↷	3:15 - 4:00	Teacher available for conferences

2nd Grade Instructional Schedule:

Type	Time	Activities
↯	8:00 - 8:20	Student Classroom Connection (live)
↯/↷	8:30 - 9:30	Math & reading small groups (Garcia HR and ½ Wicke) live
↯/↷	9:30 - 10:30	Math & reading small groups (Kramer HR and ½ Wicke) live
↷	10:30 - 10:45	Break
↯/↷	10:45 - 11:15	ELAR including RGR live groups (Kramer HR and ½ Wicke) live
↯/↷	11:15 - 11:45	ELAR including RGR live groups (Garcia HR and ½ Wicke) live
↷	11:45 - 12:15	Lunch
↷	12:15 - 12:45	Recess
↷	12:45 - 1:15	Science
↷	1:15-1:45	Social Studies
↷	1:45-2:00	Break
↷	2:00-2:45	Specials
↷	2:45 - 3:15	Teacher office time (guidance counseling 1x per week)

Summarize how your instructional schedules meet the criteria:

Component	Explanation														
<p>What are the expectations for daily student interaction with academic content?</p>	<p>PK & Kindergarten students will attend live lessons, using Google Meet, for morning meetings, small-group instruction, and interventions. These live lessons will allow for peer-to-peer interaction and relationship connections with teachers. Each day students have access to all activities and complete self-paced assignments independently. Teachers provide daily feedback on assignments via See Saw. Students are expected to attend daily, with work being submitted nightly by midnight, and attendance is taken weekly each Friday by midnight.</p> <p>1st & 2nd-grade students will interact daily with their teacher through Google Meet and Google classroom assignments as assigned per subject. Students will also utilize online instructional resources. These instructional resources have the capability of reporting data to the teachers to assess progress. Each day students have access to all activities and complete self-paced assignments independently. Teachers provide daily feedback on assignments via Google Classroom. Students are expected to attend daily, with work being submitted nightly at midnight, and attendance is taken weekly each Friday by midnight.</p> <p>Students PK-2 will interact with content via daily asynchronous instruction, as follows:</p> <table border="1" data-bbox="457 945 1117 1480"> <thead> <tr> <th data-bbox="457 945 984 1012">Subject</th> <th data-bbox="984 945 1117 1012">Minutes</th> </tr> </thead> <tbody> <tr> <td data-bbox="457 1012 984 1079">English Language Arts and Reading (ELAR)</td> <td data-bbox="984 1012 1117 1079">60</td> </tr> <tr> <td data-bbox="457 1079 984 1146">Mathematics</td> <td data-bbox="984 1079 1117 1146">60</td> </tr> <tr> <td data-bbox="457 1146 984 1213">Science</td> <td data-bbox="984 1146 1117 1213">30</td> </tr> <tr> <td data-bbox="457 1213 984 1281">Social Studies</td> <td data-bbox="984 1213 1117 1281">30</td> </tr> <tr> <td data-bbox="457 1281 984 1348">Physical Education</td> <td data-bbox="984 1281 1117 1348">30</td> </tr> <tr> <td data-bbox="457 1348 984 1480">Small group intervention/enrichment in ELAR and Math <i>*daily/weekly varies by individual student needs.</i></td> <td data-bbox="984 1348 1117 1480">30*</td> </tr> </tbody> </table> <p style="text-align: right;">Total 240 minutes each day</p> <p>Additionally, students will receive a weekly counseling lesson that focuses on the social-emotional needs of students.</p> <p>Teachers will record the Google Meet lesson and post to Google Drive so that students can access for support, as needed.</p> <p>Online learning is aligned to the district’s scope and sequence and students are required to take the district common assessments.</p>	Subject	Minutes	English Language Arts and Reading (ELAR)	60	Mathematics	60	Science	30	Social Studies	30	Physical Education	30	Small group intervention/enrichment in ELAR and Math <i>*daily/weekly varies by individual student needs.</i>	30*
Subject	Minutes														
English Language Arts and Reading (ELAR)	60														
Mathematics	60														
Science	30														
Social Studies	30														
Physical Education	30														
Small group intervention/enrichment in ELAR and Math <i>*daily/weekly varies by individual student needs.</i>	30*														

<p>How will you ensure all student groups and grade levels will have the opportunity to engage in approx. a full day of academic content every day?</p>	<p>ECISD Pre-K- 2nd grade online students are expected to participate in 240 minutes of daily instruction. This alignment supports consistency between online and in-person learners.</p> <p>Each grade level/student group (<i>including special education, bilingual, ESL, and gifted and talented</i>) will have a certified teacher assigned to them and that teacher will be in contact with students daily. Online teachers follow the asynchronous learning plan schedule which includes daily synchronous classroom connection and morning meeting, small group intervention/enrichment, and teacher instructional office hours.</p>
<p>What are the expectations for teacher/student interactions?</p>	<p>Teachers will be live during student classroom connections and morning meetings, during intervention time, and at the scheduled instructional office hours or individual conference time with students and parents. Students will actively participate in synchronous and asynchronous learning daily and can interact with teachers and peers via Google Meets using the video conference or chat features. Each day students have access to all activities and complete self-paced assignments independently. Teachers provide daily feedback on assignments via Seesaw (Pre-K & K) or Google Classroom (1st & 2nd). Students needing support or differentiation will be scheduled for the small group time, and parents/students may choose to attend the instructional office hours, as needed.</p>
<p>How will teacher/student interactions be differentiated for students with additional learning needs?</p>	<p>Teachers will participate in grade-level planning to ensure lessons, resources, and all materials are differentiated to student needs. Teachers work with horizontal teams to adapt lessons and assignments from curriculum materials to meet the needs of ALL students. If there are certain accommodations a student needs according to their ability and/or special needs will be met through differentiated assignments in Seesaw or Google Classroom as well during one-to-one and small group intervention time, scheduled by the teacher. Students with disabilities or students of special populations have access to additional accommodations and supports.</p>

Key Requirement Material Design: Describe how your instructional materials support your asynchronous environment, including how all students can access instructional materials.

Subject/ Course	Grade Level(s)	Instructional Materials	Progress Monitoring and Assessment	Is it TEKS aligned?	What resources are included to support students with disabilities?	What resources are included to support ELs?
Pre-K ELA Instructional Materials	Pre-K	TEKS Resource System Scope and Sequence Frog Street Learning Without Tears Really Great Reading (RGR) Launchpad Leach Literacy training 20-21 Starfall PBS Kids ABC Mouse	Circles Data SeeSaw	YES	Waterford Reading, Launch Pad RGR Digital Playground MyOn Boom Cards	Instruction provided by an ESL or bilingual certified teacher Spanish printed text for bilingual students I-Station Español
Pre-K Math Instructional Materials	Pre-K	TEKS Resource System Scope and Sequence Frog Street Starfall	Circles Data SeeSaw	YES	Waterford	Instruction provided by an ESL or bilingual certified teacher Spanish printed text for bilingual students
Pre-K Science & Social Studies Instructional Materials	Pre-K	TEKS Resource System Scope and Sequence FrogStreet	Circles Data SeeSaw lessons	YES		Instruction provided by an ESL or bilingual certified teacher Spanish printed text for bilingual students
Kindergarten ELA Instructional Materials	Kinder	TEKS Resource System Scope and Sequence RGR HMH Into Reading adoption	SeeSaw, Progress/ Report card testing TX-KEA TPRI	YES	Waterford Reading, Countdown-RGR Digital Playground MyOn HMH online	Instruction provided by an ESL or bilingual certified teacher Spanish printed text for bilingual students I-Station Español

		<p>Hand Writing Without Tears (HWT)</p> <p>Balanced Literacy (Leach)</p> <p>Waterford</p> <p>Starfall</p> <p>PBS Kids</p>				
<p>Kindergarten</p> <p>Math Instructional Materials</p>	Kinder	<p>TEKS Resource System Scope and Sequence</p> <p>SeeSaw</p> <p>Envision Math Pearson</p> <p>Waterford</p> <p>ClassDojo</p> <p>Starfall</p> <p>PBS Kids</p>	<p>See Saw lessons</p> <p>Progress/Report card testing</p> <p>TX-KEA</p> <p>AIMS Web</p>	YES	Waterford	<p>Instruction provided by an ESL or bilingual certified teacher</p> <p>Spanish printed text for bilingual students</p> <p>I-Station Español</p>
<p>Kindergarten</p> <p>Science Instructional Materials</p>	Kinder	<p>TEKS Resource System Scope and Sequence</p> <p>Generation Genius</p> <p>Science Weekly</p> <p>SeeSaw</p>	SeeSaw lessons	YES	<p>Generation Genius- Interactive online lessons</p> <p>EduSmart- Interactive online lessons</p>	<p>Instruction provided by an ESL or bilingual certified teacher</p> <p>Spanish printed text for bilingual students</p>
<p>Social Studies Instructional Materials</p>	Kinder	<p>TEKS Resource System Scope and Sequence</p> <p>Studies Weekly</p>	<p>Studies Weekly online units</p> <p>Seesaw lessons</p>	YES	Social Studies Weekly online	<p>Instruction provided by an ESL or bilingual certified teacher</p> <p>Spanish printed text for bilingual students</p>
<p>ELA Instructional Materials</p>	1-2	<p>HMH Into Reading</p> <p>Really Great Reading Phonics</p> <p>Handwriting Without Tears (TWT)</p>	<p>Daily progress monitoring</p> <p>TPRI/Tejas Lee</p> <p>Online instructional resource data</p>	Yes	<p>RGR Countdown and Digital Playground</p> <p>Education Galaxy - Liftoff</p> <p>I Read - Grades 1-2</p> <p>Myon</p>	<p>Instruction provided by an ESL or Bilingual certified teacher</p> <p>Spanish printed text for bilingual</p> <p>I-Station Español</p>

		I Read Education Galaxy	Star Ren Reading Screening 9 weeks common assessments		HMH Audiobooks	
Math Instructional Materials	1-2	Pearson Envision Math Education Galaxy Imagine Math Facts Big Brainz	Daily progress monitoring Assessments every 3 weeks Online instructional resource data Star Ren Math Screening 9 weeks common assessments	Yes	Education Galaxy - Liftoff	Instruction provided by an ESL or Bilingual certified teacher Spanish printed text for bilingual I-Station Español
Science Instructional Materials	1-2	Pearson Interactive Science Edusmart	9 weeks common assessments	Yes	Edusmart - interactive online	Instruction provided by an ESL or Bilingual certified teacher Spanish printed text for bilingual Edusmart - interactive online lesson
Social Studies Instructional Materials	1-2	Social Studies Weekly	9 weeks common assessments	Yes	Social Studies Weekly online -audio	Instruction provided by an ESL or Bilingual certified teacher Spanish printed text for bilingual

Provide additional explanations of how your instructional materials meet the criteria if needed:

Component	Explanation
How will materials be designed or will be adapted for asynchronous instruction, ensuring coherence and retention on knowledge?	The district implemented Classlink to facilitate teachers and students with accessing materials. During the first week of online learning, teachers spent time explicitly training students on how to navigate online materials and resources. All materials will be adapted by the online teacher, with support from the instructional coach, so that student needs are met. Teachers use the I do, We do, You do instructional model, which provides students with multiple and varied opportunities for student practice which support coherence and retention of knowledge.


<p>What additional supports (in addition to resources listed above) will be provided for students with disabilities and ELs?</p>	<p>Students will receive inclusion and resource time based on individual IEPs and 504 accommodations. Certified online teachers will provide extra one-on-one support to students on how to access instructional materials and resources and adapt materials as needed. Along with technology, the district uses Seilitz Language Rich Classroom, Instructional Strategies to Support English Language Learners.</p> <p>Beyond the general curriculum, special education students have access to Unique, Vizzle, and Hatch as needed.</p> <p>Several other programs or extensions are utilized to provide online supports:</p> <ul style="list-style-type: none">● Snap and Read - assistive technology that allows the computer to read PDFs and screenshots.● Google Translate - assists Spanish speaking students and parents to engage in learning.● Chromebook accessibility features, such as magnified text, voice to text, and cursor typing.● SeeSaw when used with the iPad allows for speech to text and touch screen input methods.● Google Meets closed captioning on recordings when needed.
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Key Requirement Student Progress: Describe (or attach a description of) how you're tracking student engagement and progress in your asynchronous environment.

Component	Explanation
<p>What is the expectation for daily student engagement?</p>	<p>Daily student engagement expectations are set out by grade level and subject area.</p> <p>Students are expected to complete a daily measure of progress by 11:59 pm Monday - Friday. Daily student engagement can be counted as the following:</p> <ul style="list-style-type: none"> ● completing and submitting online assignments ● participating in live synchronous learning times with a progress measure (verbal or written) ● submitting pictures or videos of assignments and or tasks completed ● engaged in online instructional programs, such as Imagine Learning, Waterford, Education Galaxy, etc. ● responding to a class chat or exit ticket ● Work completed during small group, one-on-one, or during instructional office hours ● formative assessment, diagnostic assessments, and checkpoint assessments <p>Students failing to complete a daily measure of progress will be counted absent.</p>
<p>What is the system for tracking daily student engagement?</p>	<p>Students are expected to actively engage in synchronous morning meetings, small-group sessions, and available office hours. Asynchronous student engagement will be tracked using Seesaw or Google Meets.</p> <p>Online classroom teachers must track each student's daily engagement and report it in Skyward attendance on Friday. Students failing to complete a daily measure of progress will be counted absent.</p> <p>Students who are absent will be contacted by the online teacher to monitor engagement and learning expectations. Parent contact logs will be provided to all teachers to document weekly contact regarding absences.</p>
<p>How are the expectations for daily student engagement consistent with progress that would occur in an on-campus environment?</p>	<p>Both online and in-person learning include student engagement in daily progress measures Pre-K - 2nd grade via Seesaw or Google Classroom. Through the whole group, small group, or independent work, the expectation is consistent for all students. The district policies for grading and participation in progress monitoring, such as CIRCLE, TPRI, Tejas Lee, Star Renaissance, and grade level common assessments support consistency between both types of learners. Likewise, online and in-person learners must complete 90% of the coursework to receive credit for the course. Teachers monitor the daily progress and engagement of students and communicate regularly with parents formally or informally using DoJo, emails, phone calls, or parent meetings.</p>
<p>What is the system for tracking student academic progress?</p>	<p>ECISD grading policies are in place and consistent for all students. Grades are entered in Skyward, and parents have access through Family Access.</p> <p>Online learners are expected to adhere to the district guidelines for promotion and retention.</p>

	<p>Expectations for tracking student academic progress has been shared with parents of online students in the ECISD Return to Learn Plan.</p> <p>Pre-K and Kindergarten students use SeeSaw for lessons to be assigned and submitted. Students will also be monitored using the online early learning software, Waterford, in Math and Reading. Remote learning students will be screened and tested throughout the year with AIMS Web, TX-KEA, TPRI, CIRCLE.</p> <p>1st & 2nd-grade students use Google Classroom for lessons to be assigned and submitted. Students will also be monitored using Education Galaxy and Imagine Math Facts Big Brainz. Students are assessed with TPRI, Tejas Lee, Star Renaissance, and grade level common assessments, which help track student progress.</p> <p>Online students with failing grades at the end of the grading period may be required to attend in-person for the following grading period.</p>
<p>What is the system for providing regular (at least weekly) feedback to all students on progress?</p>	<p>Daily feedback will be provided through Seesaw or Google Classroom from student work and assignment completion. Students will complete assignments on SeeSaw or Google Classroom, and the teacher will provide feedback regarding progress each week. The teacher will also provide needed feedback or re-teach strategies during small-group instruction or during the one-on-one intervention as needed. Progress reports will be given every three weeks. Students will be progress monitored, and grades will be shared with parents at each grading interval.</p>

Key Requirement Implementation: Describe specific supports for educators and families to implement effective remote asynchronous instruction.



Asynchronous Online Teacher Professional Development Schedule
MYATT & HUTCHINS

DATE	TITLE	SUMMARY
5-14-20	Digital Learning Crash Course	Seesaw Class Dojo Google File Stream 1:1 Plan
5-18-20	Beginner Technology Course	Google Classroom Basics Self-Grading Quizzes Eduphoria Tests as Assignments Google Meet
5-18-20	Intermediate/Advanced Technology Course	Organizing Google Classroom Integrating 3rd Party Apps in GC Google Meet Digital Student Feedback Chromebook Handbook
5-28-20	Gamify Your Classroom	Teachers will learn ten tools to "gamify" instruction that can help students stay engaged and retain information.
5-29-20	Lights, Camera, Action: Incorporating Video into Your Classroom	Teachers will learn different tools for incorporating teacher and student-led videos in class. Will also learn basic principles of video.
5-28-20, 5-29-20	Green Screen Fever	Teachers will learn the principles of greenscreening, how to use the DoInk app, and how to empower students to create and show their thinking with everyday objects.
8-12-20, 8-13-20	B.O.Y. Technology Training: Preparing for the Unknown	Teachers will review district expectations for online teaching, review Google Classroom/Seesaw, and learn about digital assignments and feedback.
8-14-20, 8-20-20	Online Teaching Q&A	Teachers will bring and submit questions about online learning, and we will answer and model solutions.
9-16-20	Teaching Workflow and Grading Online	Teachers will review current practices and look for ways to streamline and enhance online learning and feedback.

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Schedule Continued.

MYATT & HUTCHINS

DATE	TITLE	SUMMARY
10-14-20	Keeping Students Safe Online: Best Practices for a Safe School Experience	Teachers will review digital citizenship information, look at different methods available for sharing information with students, and compare video platforms (YouTube, SafeShare, TeacherTube, Google Drive).
11-18-20	From Paper to Paperless: Using What We Have Vs. Recreating the Wheel.	Teachers will review ways to use and adapt in-person curriculum components for teaching online.
12-2-20	Keep the Spirit Alive: Ways to Build Relationships and Celebrate with Students Online During the Holidays.	Teachers will review different platforms that foster student engagement and allow for creativity.
01-13-21	Student Assessment Methods	Teachers will review different assessment mediums available.
02-10-21	Teamwork: Putting the Collaboration in Online Learning	Teachers will review different methods and platforms for allowing students to collaborate online for assignments, discussion, and projects.
02-15-21	District PD Day	Teachers will review and learn new technology concepts.
03-17-21	Escape the Spring Break Slump	Teachers will review tools for maximizing student engagement, focus, and comprehension.



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Summarize how your professional development for educators will support asynchronous instruction:

Component	Explanation
<p>How will both initial and ongoing, job-embedded educator development opportunities occur?</p>	<p>Extensive training in Seesaw and Google Classroom and other online resources with ongoing support from campus technology team members and instructional coaches is provided to online teachers. Instructional Coaches partner with the Elementary Instructional Technology Facilitator to support teachers in the development of purposeful integration of technology to create high-quality virtual lessons.</p> <p>The Elementary Instructional Technology Facilitator meets weekly with online teachers and provides just in time one-on-one support to online teachers, and:</p> <ul style="list-style-type: none"> ● on-going personalized professional development through real-time feedback. ● adaptive core content lessons and guidance on specific instructional strategies and resources. ● assist teachers in developing timely response to interventions for students.
<p>How will professional development experiences develop educator content knowledge to support internalizing the asynchronous curriculum and analyzing and responding to data?</p>	<p>The district provided professional development that is aimed at moving asynchronous teachers towards the redefinition level of the SAMR model. The district foundations of Professional Learning Communities (PLC) answering the four essential questions:</p> <ol style="list-style-type: none"> 1. What do want the students to know? 2. How will we know when they know it? 3. How will we support students who don't know it? 4. How will we support students who already know it? <p>With new ways of collecting data and student progress, teachers are able to personalize the learning through individualized feedback, reteach, or enrichment.</p>

Describe your communication and support plan for families engaging with asynchronous learning:

20-21 RICEBIRD COMPACT

for online learners 

Pre-K - 2nd grades are using an **ASYNCHRONOUS** model of online learning.

Asynchronous Online Learning includes:


- Check-in with the teacher each day.
- Complete online activities assigned each day.
- Students show proof of participation in daily online learning by satisfactorily completing assigned tasks.
- Students and parents will communicate with the teacher when needing additional assistance, tutoring, or support.
- Assignments can be completed online, on paper, by watching a pre-recorded video, in Google Classroom, in a live Google Meet, or in a Seesaw assignment.

3rd - 12th grades are using a **SYNCHRONOUS** model of online learning.

- Students attend real-time classes with their teacher and classmates.
- Students follow the ECISD dress code.
- Students are ready to learn and actively participate.
- The workspace is designated for the student.
- Students show their face on the screen to engage with the teacher virtually.
- Students respond and participate in the lesson.
- Students may be required to attend test sessions on campus or instructional office hours with teachers.

Expectations for:

STUDENT	TEACHER	PARENT
<p>Be on time to virtual class, and switch promptly between class periods.</p> <p>Mute and unmute when your teacher asks you</p> <p>Submit assignments daily in the assigned place (Seesaw or Google Classroom).</p> <p>Do not show the class anything unless asked by your teacher (objects, pets, other screens, etc.)</p>	<p>Designate office hours to respond to parent and student questions and concerns</p> <p>Prepare and upload lessons and assignments</p> <p>Record the online class and upload to Google Classroom as a material under a topic called LIVE meetings (grades 1-12)</p> <p>Myatt teachers using Seesaw will upload to Google Drive in a folder called Live Meetings and send the link</p>	<p>Make sure students have consistent internet access at home</p> <p>Be available throughout the day to support your child</p> <p>Access your child's teacher's SeeSaw (PK-K) or Google Classroom (1st-12th) account to review the course expectations for each class</p> <p>Make sure your child follows their daily online schedule and attend live sessions for learning to take place</p>

<p>Do not interrupt the other students or teacher</p> <p>Review the teacher's Seesaw (PK-K) or Google Classroom (1st-12th) lessons and requirements</p> <p>Complete homework daily</p> <p>Participate in small group and whole group sessions</p> <p>Let the teacher know if you need individual help</p> <p>Complete the ECISD Digital Citizenship Course</p> <p>Exit the google meet when the class is over and during your teachers' conference period</p> <p>During live class time, students will practice and use LLP (Listening Learning Position) strategies to enhance focus and participation.</p> 	<p>to parents at their request</p> <p>Follow the ECISD Grading Policy</p> <p>Use a variety of learning styles online, on paper, etc.</p> <p>Begin or go on with the lesson after five minutes of technical support for students trying to gain access to the class. Lessons will be recorded and shared with any student who is unable to get logged in on time.</p>	<p>Do not interrupt the teacher during the lesson</p> <p>Make sure you are not heard; mute when speaking to your child</p> <p>Make sure your child completes assignments daily</p> <p>-Pre-K - 2nd must be by midnight to count as attendance for the day.</p> <p>-3rd-12th must be online live with the teacher in each class to be counted present for the day.</p> <p>Monitor your child's work and grades in the parent account</p> <p>Communicate any needs and concerns to the teacher during office hours, help sessions, email, DoJo/Enotes, or by phone</p> <p>Communicate with your child daily about their progress in each course and encourage them in their studies</p> <p>Make sure your child has a designated spot for learning without distractions.</p>
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Date: _____

Grade: _____

Student name: _____

Student Signature: _____

Parent name: _____

Parent name: _____

Teacher name: _____

Teacher name: _____

Component	Explanation
<p>How will you communicate the expectations for asynchronous instruction to families?</p>	<ul style="list-style-type: none"> ● The district Return to Learn Plan was shared with parents. ● 9 week grading period Commitment Form Survey shared with all parents and guardians ● Virtual Meet the Teacher was held Pre-K - 2nd ● Class DoJo, Skyward Family Access, School Messenger, and Google Classroom Stream are utilized on a daily basis for communication. ● District website technology help page supports parents of online students ● Parent Training Night held at both elementary campuses ● Teachers shared various help videos and easy guides with online learners and parents: <ul style="list-style-type: none"> ○ Chromebook: Logging in for the First Time: https://docs.google.com/document/d/1ZF7WWd_HblQAYc7h4MHPbn6dGvyr2v_x-DXS1hsYjD4/edit?usp=sharing ○ Chromebook Tips: https://docs.google.com/document/d/1yzAyKXewnaiS9kciuyU2wSRjqF3ApzYQc_6OZgFUik/edit?usp=sharing ○ Turning in a Photo of an Assignment in Google Classroom: https://drive.google.com/file/d/1_N1k4_Va6Ag602WjRiFgEbdddNNDp8tzi/view?usp=sharing ○ Accessing Google Meet from Google Classroom: https://docs.google.com/document/d/1ipU2yZbDD0SMWHXnLmybqEo-yjI_bavNqjLi490EY4/edit?usp=sharing ○ Google Meet Cheat Sheet: https://docs.google.com/document/d/1ED-9qULe7xxO6XwGalU8zZtQrcAEYFXN3G44ZYdV2Q/edit?usp=sharing
<p>What are the expectations for family engagement/support of students?</p>	<p>Families choosing online learning are expected to ensure that a responsible adult will be available to supervise and assist the student during their online learning times. Teachers will be available daily to answer questions from students and/or family members. (see <i>Ricebird Compact Parent Expectations on pg 22 & 23</i>)</p>
<p>What additional supports, training, and/or resources will be provided for families who may need additional support?</p>	<p>The teacher has scheduled conference time daily where he or she is available to meet with families as requested and needed.</p> <p>The district Instructional Technology Specialist schedules one-on-one time with parents to provide technical support to meet individual student needs.</p> <p>The district hired a new Instructional Technology Help Desk Technician to provide support to online students, parents, and teachers.</p>

Attestations

Instructional Schedule

- **Teacher interaction** with students is predictable, sufficient to support schedules.
- **Teacher availability** for students (e.g. office hours schedule) is planned in advance, predictable, sufficient for student progress, clearly defined, and published in the student syllabus.
- **Students can access instructional support** from teachers when needed, direct instruction is delivered by teachers, and students know how and when they can interact with their teachers.
- Students are provided **clear means to engage with academic material on a daily basis**.
- **Student IEPs** are followed regardless of learning environment such that students with disabilities receive a Free, and Appropriate Public Education (FAPE).
- Student academic work ensures **engagement that is equivalent to direct content work that a student would be engaged in over a normal school year**. As guidance, this direct work with academic content matches or exceeds the following average daily minimums across all subjects:
 - Half day PreK – 90 instructional minutes
 - Full day PreK – 180 instructional minutes
 - K through 5th grade – 180 instructional minutes
 - 6th through 12th grade – 240 instructional minutes

Materials Design

- District has adopted a **full, TEKS-aligned curriculum can be executed in an asynchronous remote learning environment**. This includes:
 - Assessments that ensure continued information on student progress remotely
 - Instructional materials that support a coherent, logical course sequence that reinforces concepts at appropriate times to ensure continuity of learning remotely
 - Instructional materials consistently reinforce concepts at appropriate times to ensure retention of knowledge in asynchronous environments
- Instructional materials include specifically designed resources and/or accommodations and modifications to support students with disabilities and English Learners in an asynchronous environment.
- There is a plan to ensure district adopted instructional materials are used during instruction and in the hands of students.

Student Progress

- Expected student progress in remote asynchronous learning is **planned in advance, defined by day, and ties to the overall course coverage in the course syllabus**.
- **Daily, trackable student engagement exists** to ensure curricular progress in asynchronous learning. Curricular progress can be measured through any of the following means:
 - Data from the Learning Management System (LMS) showing progress made that day
 - Curricular progress evidenced from teacher/student interactions made that day
 - Completion and submission of assignments planned for that day
- Districts have **systems to measure academic progress** of all students to **inform instructional practice** in an asynchronous environment.
 - Progress monitoring includes all students and can be done in any proposed at-home scenario (digital or print)
- Student **feedback is provided from instructor at least weekly** in asynchronous learning environments including next steps or necessary academic remediation to improve performance.
- **School grading policies** for remote student work are consistent with those used before COVID for on campus assignments

Implementation

- Campuses plan for and implement **professional development calendars** with specific supports for asynchronous instruction. These include the following for educators:
 - Provide introductory and ongoing content-focused, job-embedded training linked to chosen asynchronous curricular resources
 - Cover all grade levels and content areas that are participating in asynchronous learning
 - Develop content knowledge to help educators internalize the asynchronous curriculum and analyze and respond to data with the use of the instructional materials
 - Explicitly cover asynchronous remote instructional delivery and use of the asynchronous learning platform and/or learning management system
- Districts provide **explicit communication and support for families** in order to support asynchronous work at home.

MEMBERS

Dolores Trevino	Assistant Superintendent of Curriculum & Instruction	Meadow Lane
Ashley Barnes	Instructional Technology Facilitator	Meadow Lane
Laura Pustejovsky	Special Populations Coordinator	Meadow Lane
Chris Skinner	Instructional Technology Specialist	Meadow Lane
Amy Bosse	Director of Special Education	Meadow Lane
Mauri Couey	Campus Principal	Myatt Elementary
Cheyenne Bouse	Instructional Coach	Myatt Elementary
Lindsay Sohrt	Instructional Coach	Myatt Elementary
Elizabeth Tupa	Campus Principal	Hutchins Elementary
Brenda Tomanek	Instructional Coach	Hutchins Elementary
Angela Peters	Instructional Coach	Hutchins Elementary

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CBB(LLEGAL) STATE AND FEDERAL REVENUE SOURCES: FEDERAL

The Note on page 5 has been adjusted to include a link to a USDA memo addressing micro-purchase and simplified acquisition thresholds for federal child nutrition programs.

CCA(LLEGAL) LOCAL REVENUE SOURCES: BOND ISSUES

TASB Policy Service engaged an outside law firm with expertise in the area of bonds to review the federal securities law provisions in this legally referenced policy, which resulted in revisions throughout that section of the policy.

In addition, we have included two existing statutory provisions on:

- Attorney general review and approval of a public security and the record of proceedings, and
- Authority of the issuer of public securities to contract for certain services.

CCG(LLEGAL) LOCAL REVENUE SOURCES: AD VALOREM TAXES

At Tax Rate Adoption, we have added information on the maximum compressed rate from HB 3 and new Administrative Code rules effective April 10, 2020.

HB 492 repeals existing law regarding reappraisal of property damaged in a disaster area. However, an amendment to the Texas constitution approved by voters in November 2019 authorizes a temporary exemption for property damaged in a disaster. These new provisions have been added to CCGA(LLEGAL) addressing ad valorem tax exemptions.

A board must conduct an efficiency audit before holding an election seeking voter approval to adopt an M&O tax rate. In conducting the audit, the auditor selected by the board must follow the Legislative Budget Board (LBB) guidelines, to which we have included a link.

CCGA(LLEGAL) AD VALOREM TAXES: EXEMPTIONS AND PAYMENTS

HB 492 provides for a temporary exemption for property damaged in a disaster, as authorized in an amendment to the Texas Constitution approved by voters in November 2019.

CCGB(LLEGAL) AD VALOREM TAXES: ECONOMIC DEVELOPMENT

Revisions to this legally referenced policy reflect amended Administrative Code rules, effective February 6, 2020, and include:

- The exclusion of any employee names or other personal identifying information from the definition of *substantive documents* submitted to the comptroller in connection with economic development applications,
- Clarification of the procedures for an applicant to obtain continued eligibility for a limitation on appraised value, and
- Extended timelines for the comptroller to review a written agreement for a limitation on appraised value.

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CCH(LEGAL) LOCAL REVENUE SOURCES: APPRAISAL DISTRICT

Effective September 1, 2020, SB 2 requires an appraisal district board in a county with a population of a million or more to increase the size of the appraisal review board (ARB) to an appropriate number of members. The ARB must establish special panels to conduct protest hearings.

CFA(LEGAL) ACCOUNTING: FINANCIAL REPORTS AND STATEMENTS

Revisions to the provisions on the Annual Local Debt Report are from amended Administrative Code rules, effective April 5, 2020.

Other revisions are to add some existing legal provisions, delete nonessential provisions, and better match legal sources.

CFC(LEGAL) ACCOUNTING: AUDITS

This legally referenced policy on audits has been revised to add some existing legal provisions, delete nonessential provisions, and better match legal sources.

CKA(LEGAL) SAFETY PROGRAM/RISK MANAGEMENT: INSPECTIONS

This legally referenced policy on asbestos has been revised to add some existing legal provisions, delete nonessential provisions, and better match legal sources.

CKE(LEGAL) SAFETY PROGRAM/RISK MANAGEMENT: SECURITY PERSONNEL

Revisions regarding training are from amended Administrative Code rules, effective February 5, 2020, and require district police officers and school resource officers to receive a school-based law enforcement proficiency certificate within 180 days of commission or placement in the district.

CKEA(LEGAL) SECURITY PERSONNEL: COMMISSIONED PEACE OFFICERS

The addition of provisions regarding reporting on appointment and separation of licensed peace officers was prompted by amended Administrative Code rules, effective February 5, 2020.

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

Revisions to the provisions prohibiting certain expenditures of funds from the instructional materials allotment are from amended Administrative Code rules, effective February 6, 2020.

CO(LEGAL) FOOD AND NUTRITION MANAGEMENT

A Note has been added pointing to the Texas Department of Agriculture's Records Retention List, which can assist districts with retaining documentation to demonstrate program compliance.

CQ(LEGAL) TECHNOLOGY RESOURCES

This legally referenced policy has been revised to add some existing legal provisions, delete nonessential provisions, and better match legal sources. Citations to various laws pertaining to unlawful interception, use, or disclosure of communications have also been added to this policy for reference.

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

Online posting provisions have been updated to:

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EI Campo ISD

- Clarify that notification by the campus intervention team regarding public input on development of a targeted improvement plan must be published on the district and campus websites,
- Add the requirement to post a completed campus turnaround plan 30 days before the final plan is submitted to the board,
- Add details about posting of the Annual Local Debt Report,
- Add the requirement to post information on designated agents under the Digital Millennium Copyright Act for districts seeking to limit liability, and
- Add the requirement to post the district's family engagement plan.
- Add contact information for the district's Title IX coordinator and the district's policy of nondiscrimination; and
- Add materials used to train the Title IX coordinator and other individuals who are relevant to resolving complaints under Title IX.

CQB(LEGAL) TECHNOLOGY RESOURCES: CYBERSECURITY

We have removed provisions on the Electronic Communication Privacy Act that address the criminal consequences of the Act. A high-level reference to this information has been added to CQ(LEGAL).

CRE(LEGAL) INSURANCE AND ANNUITIES MANAGEMENT: WORKERS' COMPENSATION

We have removed case law addressing enforcement of a reasonable absence-control rule because the case is also included in DEC(LEGAL).

CS(LEGAL) FACILITY STANDARDS

Provisions on termination of LP-gas service have been revised as a result of amended Administrative Code rules, effective January 6, 2020.

CY(LEGAL) INTELLECTUAL PROPERTY

This legally referenced policy on intellectual property has been revised to add some existing legal provisions, delete nonessential provisions, and better match legal sources.

The Texas Education Agency (TEA) may enter into an agreement with a federal agency concerning a project related to education, including provision of school lunches and construction of school buildings. TEA, or another state agency designated by the governor, shall coordinate the actions of a district participating in a federal financial assistance program. *Education Code 7.021(b), (c); Gov't Code 742.003*

**Retirement and
Insurance
Contributions**

Under the Texas Public School Retired Employees Group Benefits Act, Insurance Code Chapter 1575, a district that applies for money provided by the United States or a privately sponsored source shall, if any of the money will pay part or all of an active employee's salary, also apply for any legally available money to pay state contributions required by Insurance Code Chapter 1575, Subchapter E. *Insurance Code 1575.252*

Such district must comply with the requirements of Insurance Code Chapter 1575, Subchapter F. *Insurance Code 1575.252(2)–.257*

Under the Teacher Retirement System, Government Code, Title 8, Subtitle C, if a district applies for money provided by the United States, an agency of the United States, or a privately sponsored source, and if any of the money will pay part or all of an employee's salary, the district shall apply for any legally available money to pay state contributions required by Government Code 825.404 or 830.201. *Gov't Code 825.406(a)*

Such district must comply with the requirements of Government Code 825.406.

Block Grant Funds

If a district receives more than \$5,000 in block grant funds to be used as the district determines is appropriate, it shall provide evidence to TEA that a public meeting or hearing was held in a timely manner solely to seek public comment on the needs or uses of block grant funds received by the district. The board may hold this meeting or hearing in conjunction with another board meeting or hearing if the meeting or hearing to consider block grant funds is clearly noted in an announcement of the other meeting or hearing. *Gov't Code 2105.058*

**Education
Department General
Administrative
Regulations
(EDGAR)**

Note: For information regarding procurement under state law, see the CH policy series regarding Purchasing and Acquisition and the CV series regarding Facilities Construction.

For additional legal requirements applicable to school nutrition procurement, see COA.

EDGAR means the Education Department General Administrative Regulations (34 C.F.R. 75, 76, 77, 79, 81, 82, 84, 86, 97, 98, and 99). *34 C.F.R. 77.1(c)*

Uniform Guidance
(2 C.F.R. 200)

The Department of Education (DOE) adopts the Office of Management and Budget (OMB) Guidance in 2 C.F.R. Part 200 Uniform Guidance, except for 2 C.F.R. 200.102(a) and 2 C.F.R. 200.207(a). Thus, 2 C.F.R. Chapter XXXIV, Part 3474 gives regulatory effect to the OMB guidance and supplements the guidance as needed for the DOE. *2 C.F.R. 3474.1*

The Uniform Guidance establishes uniform administrative requirements, cost principles, and audit requirements for federal awards to non-federal entities, including school districts. *2 C.F.R. 200.64(j), .69, .100*

Note: The Uniform Guidance applies to all new grant awards and non-competing continuations (NCCs) made on or after December 26, 2014 (see 2 C.F.R. 200.110).

For more information on EDGAR, the Uniform Guidance, and the federal regulations that apply to federal education grant awards, visit TEA's [EDGAR Materials and Resources](#)¹ and the DOE's [EDGAR website](#),² [Uniform Guidance website](#),³ and [FAQs](#).⁴

*General
Compliance*

A district is responsible for complying with all requirements of the federal award. *2 C.F.R. 200.300(b)*

*Disclosures
Conflicts*

A district must disclose in writing any potential conflict of interest to the federal awarding agency (e.g., DOE) or pass-through entity (e.g., TEA) in accordance with applicable federal awarding agency policy. *2 C.F.R. 200.112*

Crimes

A district must disclose, in a timely manner, in writing to the federal awarding agency or pass-through entity all violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Failure to make required disclosures can result in any of the remedies described in 2 C.F.R. 200.338 (Remedies for Noncompliance), including suspension or debarment. *2 C.F.R. 200.113*

*Procurement
Standards*

*District
Procedures*

The district must use its own documented procurement procedures [see below at Competition] which reflect applicable state, local, and tribal laws and regulations, provided that the procurements conform to applicable federal law and the standards identified in the Uniform Guidance.

STATE AND FEDERAL REVENUE SOURCES
FEDERAL

CBB
(LEGAL)

Oversight	The district must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
Conflicts of Interest	The district must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. A conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization that employs or is about to employ any of these parties, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the district must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, districts may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the district. [See BBFA, CAA(LOCAL), CB(LOCAL), DBD]
Records	The district must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price. [See Pre-procurement Review and Contract Cost and Price, below] <i>2 C.F.R. 200.318</i>
<i>Financial Management</i>	The district's financial management systems, including records documenting compliance with federal statutes, regulations, and the terms and conditions of the federal award, must be sufficient to permit the preparation of reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the federal statutes, regulations, and the terms and conditions of the federal award. The district's financial management system must comply with 2 C.F.R. 200.302(b). <i>2 C.F.R. 200.302 [see also 2 C.F.R. 200.333 (Retention Requirements for Records), .334 (Requests for Transfer of Records), .335 (Methods for Collection, Transmission and Storage of Information),</i>

.336 (Access to Records), and .337 (Restrictions on Public Access to Records)]

Internal Controls

The district must:

1. Establish and maintain effective internal control over the federal award that provides reasonable assurance that the district is managing the award in compliance with federal statutes, regulations, and the terms and conditions of the award. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States or the "Internal Control Integrated Framework" issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
2. Comply with federal statutes, regulations, and the terms and conditions of the award.
3. Evaluate and monitor the district's compliance with statutes, regulations and the terms and conditions of federal awards.
4. Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings.
5. Take reasonable measures to safeguard protected personally identifiable information and other information the federal awarding agency or pass-through entity designates as sensitive or the district considers sensitive consistent with applicable federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.

2 C.F.R. 200.303

"Internal controls" means a process, implemented by a district, designed to provide reasonable assurance regarding the achievement of objectives in the following categories:

1. Effectiveness and efficiency of operations;
2. Reliability of reporting for internal and external use; and
3. Compliance with applicable laws and regulations.

2 C.F.R. 200.61

Competition

All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of 2 C.F.R. 200.319. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work,

or invitations for bids or requests for proposals must be excluded from competing for such procurements.

The district must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or encourage geographic preference. Nothing in this provision preempts state licensing laws. When contracting for architectural and engineering services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

The district must have written procedures for procurement transactions. These procedures must ensure that all solicitations meet the requirements of 2 C.F.R. 200.319(c). [See Procurement Standards, above]

The district must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the district must not preclude potential bidders from qualifying during the solicitation period.

2 C.F.R. 200.319

*Procurement
Methods*

The district must use one of the following methods of procurement.
2 C.F. R. 200.320

Note: For information on the amounts of the micro-purchase threshold and the simplified acquisition threshold, see OMB Memorandum M-18-18,⁵ TEA's To the Administrator Addressed letter⁶ (August 28, 2018), and New TEA Guidance on Micro-Purchase Flexibility Under EDGAR.⁷ For information regarding these thresholds and school nutrition purchases, see the Texas Department of Agriculture (TDA) Food and Nutrition Division's Administrator's Reference Manual,⁸ Section 17, and USDA Memo SB20-2019; CACFP07-2019; SFSP06-2019⁹ (Revised October 30, 2019).

*Micro-
Purchases*

Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold. To the extent practicable, the district must distribute micro-purchases equitably among qualified suppli-

ers. Micro-purchases may be awarded without soliciting competitive quotations if the district considers the price to be reasonable. *2 C.F.R. 200.320(a)*

"Micro-purchase" means a purchase of supplies or services using simplified acquisition procedures, the aggregate amount of which does not exceed the micro-purchase threshold. Micro-purchase procedures comprise a subset of a district's small purchase procedures. The district uses such procedures in order to expedite the completion of its lowest-dollar small purchase transactions and minimize the associated administrative burden and cost. The micro-purchase threshold is set by the Federal Acquisition Regulation at 48 C.F.R. Subpart 2.1 Definitions. *2 C.F.R. 200.67*

Small
Purchases

Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the simplified acquisition threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources. *2 C.F.R. 200.320(b)*

*Simplified
Acquisition
Threshold*

"Simplified acquisition threshold" means the dollar amount below which a district may purchase property or services using small purchase methods. Districts adopt small purchase procedures in order to expedite the purchase of items costing less than the simplified acquisition threshold. The simplified acquisition threshold is set by the Federal Acquisition Regulation at 48 C.F.R. Subpart 2.1 Definitions and in accordance with 41 U.S.C. 1908. *2 C.F.R. 200.88*

Sealed Bids

Bids are publicly solicited and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bid method is the preferred method for procuring construction, if the conditions set out below apply.

In order for sealed bidding to be feasible, the following conditions should be present:

1. A complete, adequate, and realistic specification or purchase description is available;
2. Two or more responsible bidders are willing and able to compete effectively for the business; and
3. The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

If sealed bids are used, the following requirements apply:

1. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for local governments, the invitation for bids must be publicly advertised;
2. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
3. All bids will be opened at the time and place prescribed in the invitation for bids, and for local governments, the bids must be opened publicly;
4. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
5. Any or all bids may be rejected if there is a sound documented reason.

2 C.F.R. 200.320(c)

Competitive
Proposals

The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

1. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
2. Proposals must be solicited from an adequate number of qualified sources;
3. The district must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;
4. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
5. The district may use competitive proposal procedures for qualifications-based procurement of architectural/engineering

(A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

2 C.F.R. 200.320(d)

Sole Source

Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

1. The item is available only from a single source;
2. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
3. The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-federal entity; or
4. After solicitation of a number of sources, competition is determined inadequate.

2 C.F.R. 200.320(f)

Cooperative Purchasing

To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the federal government, the district is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. *2 C.F.R. 200.318(e)*

Affirmative Steps

The district must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Affirmative steps must include:

1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
2. Assuring that small and minority businesses and women's business enterprises are solicited whenever they are potential sources;
3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by

small and minority businesses, and women's business enterprises;

4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
6. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in items 1 through 5 above.

2 C.F.R. 200.321

*Pre-procurement
Review*

The district must make available upon request, for the federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

1. The district's procurement procedures or operation fails to comply with the procurement standards in 2 C.F.R. Part 200;
2. The procurement is expected to exceed the simplified acquisition threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
3. The procurement, which is expected to exceed the simplified acquisition threshold, specifies a "brand name" product;
4. The proposed contract is more than the simplified acquisition threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
5. A proposed contract modification changes the scope of a contract or increases the contract amount by more than the simplified acquisition threshold.

2 C.F.R. 200.324(b)

*Contract Cost
and Price*

The district must perform a cost or price analysis in connection with every procurement action in excess of the simplified acquisition threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the district must make independent estimates before receiving bids or proposals.

The district must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all

cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

Costs or prices based on estimated costs for contracts under the federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the district under 2 C.F.R. Part 200, Subpart E—Cost Principles. The district may reference its own cost principles that comply with the federal cost principles.

The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

2 C.F.R. 200.323

Contract Provisions

The district's contracts must contain the applicable provisions described in 2 C.F.R. Part 200, Appendix II—Contract Provisions for non-Federal Entity Contracts Under Federal Awards. *2 C.F.R. 200.326*

Suspension and Debarment

Non-federal entities are subject to non-procurement debarment and suspension regulations at 2 C.F.R. Part 180. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities. *2 C.F.R. 200.213*

Remedies for Noncompliance

If a district fails to comply with federal statutes, regulations, or the terms and conditions of a federal award, the federal awarding agency or pass-through entity may impose additional conditions, as described in 2 C.F.R. 200.207 (Specific Conditions). If the federal awarding agency or pass-through entity determines that non-compliance cannot be remedied by imposing additional conditions, the federal awarding agency or pass-through entity may take one or more of the following actions, as appropriate in the circumstances:

1. Temporarily withhold cash payments pending correction of the deficiency by the district or more severe enforcement action by the federal awarding agency or pass-through entity.
2. Disallow (that is, deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance.
3. Wholly or partly suspend or terminate the federal award.

4. Initiate suspension or debarment proceedings as authorized under 2 C.F.R. Part 180 and federal awarding agency regulations (or in the case of a pass-through entity, recommend such a proceeding be initiated by a federal awarding agency).
5. Withhold further federal awards for the project or program.
6. Take other remedies that may be legally available.

2 C.F.R. 200.338

Travel Costs

Travel costs are the expenses for transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the district. Such costs may be charged on an actual cost basis, on a per diem or mileage basis in lieu of actual costs incurred, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the trip, and results in charges consistent with those normally allowed in like circumstances in the district's non-federally funded activities and in accordance with the district's written travel reimbursement policies.

In the absence of an acceptable, written district policy regarding travel costs, the rates and amounts established under 5 U.S.C. 5701-11 (Travel and Subsistence Expenses; Mileage Allowances), or by the administrator of general services, or by the president (or his or her designee) pursuant to any provisions of such subchapter must apply to travel under federal awards [48 C.F.R. 31.205-46(a)].

2 C.F.R. 200.474(a), (d)

Property Standards

Federally Owned Property

Title to federally owned property remains vested in the federal government. The district must submit annually an inventory listing of federally owned property in its custody to the federal awarding agency. Upon completion of the federal award or when the property is no longer needed, the district must report the property to the federal awarding agency for further federal agency utilization.

"Exempt federally owned property" means property acquired under a federal award where the federal awarding agency has chosen to vest title to the property to the district without further obligation to the federal government, based upon the explicit terms and conditions of the federal award.

2 C.F.R. 200.312(a), (c)

Property Trust Relationship

Real property, equipment, and intangible property that are acquired or improved with a federal award must be held in trust by the district as trustee for the beneficiaries of the project or program under

which the property was acquired or improved. The federal awarding agency may require the district to record liens or other appropriate notices of record to indicate that personal or real property has been acquired or improved with a federal award and that use and disposition conditions apply to the property. *2 C.F.R. 200.316*

Real Property

Subject to the obligations and conditions set forth in 2 C.F.R. 200.311, title to real property acquired or improved under a federal award will vest upon acquisition in the district.

Except as otherwise provided by federal statutes or by the federal awarding agency, real property will be used for the originally authorized purpose as long as needed for that purpose, during which time the district must not dispose of or encumber its title or other interests.

When real property is no longer needed for the originally authorized purpose, the district must obtain disposition instructions from the federal awarding agency or pass-through entity. The instructions must provide for one of the following alternatives:

1. Retain title after compensating the federal awarding agency an amount determined under 2 C.F.R. 200.311(c)(1).
2. Sell the property and compensate the federal awarding agency an amount determined under 2 C.F.R. 200.311(c)(2).
3. Transfer title to the federal awarding agency or to a third party designated/approved by the federal awarding agency. The district is entitled to be paid an amount calculated by applying the district's percentage of participation in the purchase of the real property (and cost of any improvements) to the current fair market value of the property.

2 C.F.R. 200.311

Equipment

Title and Use

Subject to the obligations and conditions set forth in 2 C.F.R. 200.313, title to equipment acquired under a federal award will vest upon acquisition in the district. Unless a statute specifically authorizes the federal agency to vest title in the district without further obligation to the federal government, and the federal agency elects to do so, the title must be a conditional title. Title must vest in the district subject to the following conditions:

1. Use the equipment for the authorized purposes of the project during the period of performance, or until the property is no longer needed for the purposes of the project.
2. Not encumber the property without approval of the federal awarding agency or pass-through entity.

3. Use and dispose of the property in accordance with the provisions below.

Equipment must be used by the district in the program or project for which it was acquired in accordance with 2 C.F.R. 200.313(c).

Procedures for managing equipment (including replacement equipment), whether acquired in whole or in part under a federal award, until disposition takes place will, as a minimum, meet the requirements of 2 C.F.R. 200.313(d).

Disposition

If the district is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return.

When original or replacement equipment acquired under a federal award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, except as otherwise provided in federal statutes, regulations, or federal awarding agency disposition instructions, the district must request disposition instructions from the federal awarding agency if required by the terms and conditions of the federal award. Disposition of the equipment will be made as prescribed in 2 C.F.R. 200.313(e), in accordance with federal awarding agency disposition instructions.

2 C.F.R. 200.313

Supplies

Title to supplies will vest in the district upon acquisition. If there is a residual inventory of unused supplies exceeding \$5,000 in total aggregate value upon termination or completion of the project or program and the supplies are not needed for any other federal award, the district must retain the supplies for use on other activities or sell them, but must, in either case, compensate the federal government for its share. The amount of compensation must be computed in the same manner as for equipment under 2 C.F.R. 200.313(e)(2).
2 C.F.R. 200.314(a)

Intangible
Property

Title to intangible property acquired under a federal award vests upon acquisition in the district. The district must use that property for the originally-authorized purpose, and must not encumber the property without approval of the federal awarding agency. When no longer needed for the originally authorized purpose, disposition of the intangible property must occur in accordance with the provisions in 2 C.F.R. 200.313(e). *2 C.F.R. 200.315(a)*

Direct Grant
Programs

The regulations in 34 C.F.R. Part 75 apply to each direct grant program of the DOE. *34 C.F.R. 75.1*

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State-Administered Programs	The regulations in 34 C.F.R. Part 76 apply to each state-administered program of the DOE. 34 C.F.R. 76.1
General Education Provision Act	The regulations in 34 C.F.R. Part 81 govern the enforcement of legal requirements under applicable programs administered by the DOE and implement Part E of the General Education Provisions Act (GEPA). 34 C.F.R. 81.1

¹ TEA EDGAR Materials and Resources:

https://tea.texas.gov/Finance_and_Grants/Grants/EDGAR_Materials_and_Resources/

² DOE EDGAR website:

<https://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html>

³ DOE Uniform Guidance website:

<https://www2.ed.gov/policy/fund/guid/uniform-guidance/index.html>

⁴ DOE Uniform Guidance FAQs:

<https://www2.ed.gov/policy/fund/guid/uniform-guidance/edfaqs1216.pdf>

⁵ OMB Memorandum M-18-18: <https://www.whitehouse.gov/wp-content/uploads/2018/06/M-18-18.pdf>

⁶ TEA *To the Administrator Addressed* letter (August 28, 2018):

<https://tea.texas.gov/about-tea/news-and-multimedia/correspondence/taa-letters/implementing-statutory-changes-to-micro-purchase-and-the-simplified-acquisition-thresholds-under-the-education-department-general-administrative-regulations-edgar>

⁷ New TEA Guidance on Micro-Purchase Flexibility Under EDGAR:

https://tea.texas.gov/About_TEA/News_and_Multimedia/Correspondence/TAA_Letters/New_TEA_Guidance_on_Micro-Purchase_Flexibility_Under_EDGAR/

⁸ TDA Food and Nutrition Division's *Administrator's Reference Manual*:

<http://squaremeals.org/Publications/Handbooks.aspx>

⁹ USDA Memo SB20-2019; CACFP07-2019; SFSP06-2019:

<https://files.constantcontact.com/884733b0501/37aa4af8-6f12-4d92-a163-27dffdc08993.pdf>

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**Bonds and Bond
Taxes**

The board may issue bonds for:

1. The construction, acquisition, and equipment of school buildings in the district;
2. The acquisition of property or the refinancing of property under a contract entered under the Public Property Finance Act (Local Government Code, Chapter 271, Subchapter A), regardless of whether payment obligations under the contract are due in the current year or a future year;
3. The purchase of the necessary sites for school buildings;
4. The purchase of new school buses;
5. The retrofitting of school buses with emergency, safety, or security equipment; and
6. The purchase or retrofitting of vehicles to be used for emergency, safety, or security purposes.

The board may levy, pledge, assess, and collect annual ad valorem taxes sufficient to pay the principal of and interest on the bonds as or before the principal and interest become due, subject to the provisions at Bond Elections, below.

Education Code 45.001(a)

All bonds shall be issued in accordance with the Public Security Procedures Act. *Gov't Code, Ch. 1201*

Limitation

A district may not issue general obligation bonds to purchase, improve, or construct one or more improvements to real property, to purchase one or more items of personal property, or to do both, if the weighted average maturity of the issue of bonds exceeds 120 percent of the reasonably expected weighted average economic life of the improvements and personal property financed with the issue of bonds. *Gov't Code 1253.002*

**Use of Proceeds for
Utilities**

The proceeds of bonds issued by school districts for the construction and equipment of school buildings in the district and the purchase of the necessary sites for school buildings may be used, among other things, to pay the cost of acquiring, laying, and installing pipes or lines to connect with the water, sewer, or gas lines of a municipality or private utility company, whether or not the water, sewer, or gas lines adjoin the school, so that the school district may provide its public school buildings the water, sewer, or gas services. *Education Code 45.101*

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State Facilities
Funding

*Instructional
Facilities
Allotment*

"Instructional facility" means real property, an improvement to real property, or a necessary fixture of an improvement to real property that is used predominantly for teaching the required curriculum. *Education Code 46.001*

Under the Instructional Facilities Allotment, Education Code Chapter 46, Subchapter A, for each year, except as provided by Education Code 46.005 (limitation on the guaranteed amount) and 46.006 (shortage or excess of appropriated funds), a district is guaranteed a specified amount per student in state and local funds for each cent of tax effort, up to the statutory maximum in Education Code 46.003(b), to pay the principal of and interest on eligible bonds issued to construct, acquire, renovate or improve an instructional facility. *Education Code 46.003(a); 19 TAC 61.1032*

*Existing Debt
Allotment*

A district is guaranteed a specified amount per student in state and local funds for each cent of tax effort to pay the principal and interest on eligible bonds under Education Code Chapter 46, Subchapter B. Bonds are eligible to be paid with state and local funds under Subchapter B if the district made payments on the bonds during the final school year of the preceding state fiscal biennium or taxes levied to pay the principal and interest on the bonds were included in a district's audited debt service collections for that school year, and the district does not receive state assistance under the Instructional Facilities Allotment for payment of the principal and interest on the bonds. *Education Code 46.032(a), .033; 19 TAC 61.1035*

Note: For information on the new instructional facility allotment, see CBA.

Investment of Bond
Proceeds

For legal requirements regarding investment of bond proceeds, see CDA(LEGAL).

Unspent Bond
Proceeds

A district may use unspent proceeds of issued general obligation bonds only:

1. For the specific purposes for which the bonds were authorized;
2. To retire the bonds; or
3. For a purpose other than the specific purposes for which the bonds were authorized if:
 - a. The specific purposes are accomplished or abandoned; and
 - b. The board at a public meeting held only for the purpose of considering the use of the unspent bond proceeds approves in separate votes the use of the proceeds for:

- (1) A purpose other than to retire the bonds; and
- (2) The purpose specified at the time the vote is taken.

In addition to other requirements, notice of a public meeting held under this provision must include a statement that the board will consider the use of unspent bond proceeds for a purpose other than the specific purposes for which the bonds were authorized. A public meeting held under this provision must provide the public an opportunity to address the board on the question of using the unspent bond proceeds for a purpose other than the specific purposes for which the bonds were authorized.

Education Code 45.1105

**Capital Appreciation
Bonds**

For purposes of the following policy provisions, a "capital appreciation bond" is a bond that accrues and compounds interest from its date of delivery, the interest on which by its terms is payable only upon maturity or prior redemption.

**Limitation on
Issuance**

A school district may not issue capital appreciation bonds that are secured by ad valorem taxes unless:

1. The bonds have a scheduled maturity date that is not later than 20 years after the date of issuance;
2. The board has received a written estimate of the cost of the issuance, including:
 - a. The amount of principal and interest to be paid until maturity;
 - b. The amount of fees to be paid to outside vendors, including vendors who sell products to be financed by the bond issuance;
 - c. The amount of fees to be paid to each financing team member; and
 - d. The projected tax impact of the bonds and the assumptions on which the calculation of the projected tax impact is based;
3. The board has determined in writing whether any personal or financial relationship exists between the members of the board and any financial advisor, bond counsel, bond underwriter, or other professional associated with the bond issuance and submitted the determination to the Ethics Commission; and
4. The board posts prominently on the district's internet website and enters in the minutes of the board:

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- a. The total amount of the proposed bonds;
- b. The length of maturity of the proposed bonds;
- c. The projects to be financed with bond proceeds;
- d. The intended use of bond proceeds not spent after completion of the projects identified;
- e. The total amount of the district's outstanding bonded indebtedness at the time of the election on the bonds, including the amount of principal and interest to be paid on existing bond indebtedness until maturity;
- f. The total amount of the district's outstanding bonded indebtedness, including the amount of principal and interest to be paid until maturity; and
- g. The information received at item 2 above and determined under item 3 above.

The board shall regularly update the debt information posted on the district's internet website under item 4.f above to ensure that the information is current and accurate.

Limitation on Use of
Proceeds

Capital appreciation bond proceeds may not be used to purchase the following items, unless an item has an expected useful life that exceeds the bond's maturity date:

1. Items more regularly considered maintenance items, including replacement HVAC units, upgraded plumbing, or similar items; or
2. Transportation-related items, including buses.

*Unspent
Proceeds*

Capital appreciation bond proceeds unspent after completion of the project identified as the proceeds' intended use may be used only for a use identified on the district's website as required above, unless another use is approved by the voters of the district at an election held for that purpose.

Total Amount of
Capital Appreciation
Bonds

The total amount of capital appreciation bonds may not exceed 25 percent of the district's total outstanding bonded indebtedness at the time of the issuance, including the amount of principal and interest to be paid on the outstanding bonds until maturity.

Extension

A district may not extend the maturity date of an issued capital appreciation bond, including through the issuance of refunding bonds that extend the maturity date, unless:

1. The extension of the maturity date will decrease the total amount of projected principal and interest to maturity; or

2. The maximum legally allowable tax rate for indebtedness has been adopted and TEA certifies in writing that the solvency of the permanent school fund's bond guarantee program would be threatened without the extension.

Gov't Code 1201.0245

The foregoing provisions of Government Code 1201.0245 do not apply to the issuance of refunding bonds under Government Code Chapter 1207 or capital appreciation bonds for the purpose of financing transportation projects. *Gov't Code 1201.0245(j)*

Bond Elections

Bonds may not be issued and taxes may not be levied unless authorized by a majority of the qualified voters of the district, voting at an election held for such purpose, at the expense of the district, in accordance with the Election Code, except as provided by Education Code 45.003. The election shall be called by resolution or order of the board. The resolution or order must state the date of the election, the proposition or propositions to be submitted and voted on, the polling place or places, and any other matters considered necessary or advisable by the board. *Education Code 45.003(a)*

Each special election in this state shall be held on one of the following dates:

1. The first Saturday in May; or
2. The first Tuesday after the first Monday in November.

Election Code 41.001(a) [See BBB]

Call for Election

For an election to be held on a uniform election date, the election shall be ordered not later than the 78th day before election day. *Election Code 3.005 [See BBBA]*

Election Order

In addition to other legal requirements regarding the election order [see BBBA(LEGAL)], the document ordering an election to authorize a district to issue debt obligations must distinctly state:

1. The proposition language that will appear on the ballot;
2. The purpose for which the bonds are to be authorized;
3. The principal amount of the bonds to be authorized;
4. That taxes sufficient to pay the principal of and interest on the bonds may be imposed;
5. The estimated tax rate if the bonds are authorized or the maximum interest rate of the bonds or any series of the bonds, based on the market conditions at the time of the election order;

6. The maximum maturity date of the bonds to be authorized or that the bonds may be issued to mature over a specified number of years not to exceed the maximum number of years authorized by law;
7. The aggregate amount of the outstanding principal of the district's debt obligations as of the date the election is ordered;
8. The aggregate amount of the outstanding interest on the district's debt obligations as of the date the election is ordered, which may be based on the district's expectations relative to variable rate debt obligations; and
9. The district's ad valorem debt service tax rate at the time the election is ordered, expressed as an amount per \$100 valuation of taxable property.

Election Code 3.009(b)

Posting

The election order must be posted:

1. On election day and during early voting by personal appearance, in a prominent location at each polling place;
2. Not later than the 21st day before the election in three public places in the boundaries of the district; and
3. During the 21 days before the election, on the district's internet website, prominently and together with the notice of the election, the contents of the proposition, and any sample ballot prepared for the election, if the district maintains an internet website.

Election Code 4.003(f) [See Voter Information, below]

Election Notice

The notice of election must comply with Election Code Chapter 4. [For specific requirements regarding contents of the election notice, see BBBA(LEGAL).]

Publication and Posting

The notice of election must be published and posted in accordance with Election Code requirements. [For specific requirements regarding publication and posting, see BBBA(LEGAL).]

Notice to Election Officials

Notice must be given to the county clerk, voter registrar, and election judge in accordance with Election Code Chapter 4. [For specific requirements, see BBBA(LEGAL).]

Propositions

A proposition submitted to authorize the issuance of bonds must include the question of whether the board may levy, pledge, assess, and collect annual ad valorem taxes, on all taxable property in the district, either:

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1. Sufficient, without limits as to rate or amount, to pay the principal of and interest on said bonds; or
2. Sufficient to pay the principal of and interest on the bonds, provided that the annual aggregate bond taxes in the district may never be more than the rate stated in the proposition.

The ballot proposition must include the following statement: "THIS IS A PROPERTY TAX INCREASE."

Education Code 45.003(b), (b-1)

A district that submits to the voters a proposition for the approval of the issuance of debt obligations shall prescribe the wording of the proposition that is to appear on the ballot in accordance with the requirements of Government Code Chapter 1251, Subchapter B. *Election Code 52.072(f)*

The district shall assign a letter to each measure on the ballot that corresponds to its order on the ballot. Each proposition on the ballot must identify the name of the authority ordering the election on the measure. *Election Code 52.095*

Ballot Contents

The ballot for a measure seeking voter approval of the issuance of debt obligations by a district shall specifically state:

1. A plain language description of the single specific purposes for which the debt obligations are to be authorized;
2. The total principal amount of the debt obligations to be authorized; and
3. That taxes sufficient to pay the principal of and interest on the debt obligations will be imposed.

Each single specific purpose for which debt obligations requiring voter approval are to be issued must be printed on the ballot as a separate proposition. A proposition may include as a specific purpose one or more structures or improvements serving the substantially same purpose and may include related improvements and equipment necessary to accomplish the specific purpose.

Gov't Code 1251.052(a)-(a-1)

Exception

Notwithstanding the requirements at Ballot Contents, above, the question of whether to approve the issuance of bonds for the construction, acquisition, and equipment of school buildings in the district, the purchase of new school buses, and the purchase of necessary sites for school buildings may be submitted to the voters in a single ballot proposition, except that bonds for each of the following purposes must be stated in a separate proposition:

1. The construction, acquisition, or equipment of:
 - a. A stadium with seating capacity for more than 1,000 spectators;
 - b. A natatorium;
 - c. Another recreational facility other than a gymnasium, playground, or play area;
 - d. A performing arts facility;
 - e. Housing for teachers as determined by the district to be necessary to have a sufficient number of teachers for the district; and
2. An acquisition or update of technology equipment, other than equipment used for school security purposes or technology infrastructure integral to the construction of a facility.

The question of whether to approve the issuance of bonds for a building described by items 1a–e above must be printed on the ballot as a separate ballot proposition regardless of whether that building is proposed as part of the same complex or building that contains traditional classroom facilities. Each separate ballot proposition must state the principal amount of the bonds to be issued that constitutes the cost for construction of that portion of the building or complex attributable to the building described by items 1a–e above or to the traditional classroom facilities, as applicable.

Education Code 45.003(g)–(h)

Definition

"Debt obligation" means a public security, as defined by Government Code 1201.002, secured by and payable from ad valorem taxes. The term does not include public securities that are designated as self-supporting by the political subdivision issuing the securities. *Gov't Code 1251.051(1)*

Voter Information

A district with at least 250 registered voters on the date the board adopts the debt obligation election order must prepare a voter information document for each proposition to be voted on at the election.

Posting Requirements

The district shall post the voter information document in the same manner as a debt obligation election order is required to be posted under Election Code 4.003(f) [see Posting, above] and may include the voter information document in the debt obligation election order.

A district that maintains an internet website shall provide the information described at Contents, below, on its website in an easily accessible manner beginning not later than the 21st day before election day and ending on the day after the date of the debt obligation election.

Contents

The voter information document must distinctly state:

1. The language that will appear on the ballot;
2. The following information formatted as a table:
 - a. The principal of the debt obligations to be authorized;
 - b. The estimated interest for the debt obligations to be authorized;
 - c. The estimated combined principal and interest required to pay on time and in full the debt obligations to be authorized; and
 - d. As of the date the district adopts the debt obligation election order:
 - (1) The principal of all outstanding debt obligations of the district;
 - (2) The estimated remaining interest on all outstanding debt obligations of the district, which may be based on the district's expectations relative to the interest due on any variable rate debt obligations; and
 - (3) The estimated combined principal and interest required to pay on time and in full all outstanding debt obligations of the district, which may be based on the district's expectations relative to the interest due on any variable rate debt obligations;
3. The estimated maximum annual increase in the amount of taxes that would be imposed on a residence homestead in the district with an appraised value of \$100,000 to repay the debt obligations to be authorized, if approved, based upon assumptions made by the board; and
4. Any other information that the board considers relevant or necessary to explain the information required by these provisions.

Assumptions

The board shall identify in the voter information document the major assumptions made in connection with the statement required by item 3 above, including:

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1. The amortization of the district's debt obligations, including outstanding debt obligations and the proposed debt obligations;
2. Changes in estimated future appraised values within the district; and
3. The assumed interest rate on the proposed debt obligations.

Gov't Code 1251.052(b)-(d)

Electioneering and
Political Advertising

For additional information and prohibitions related to electioneering and political advertising, see BBBB(LEGAL).

**50 Cent Test for New
Debt**

Before issuing bonds, a district must demonstrate to the attorney general that, with respect to the proposed issuance, the district has a projected ability to pay the principal of and interest on the proposed bonds and all previously issued bonds, other than bonds authorized to be issued at an election held on or before April 1, 1991, and issued before September 1, 1992, from a tax at a rate not to exceed \$0.50 per \$100 of valuation (the "50 Cent Test").

A district may demonstrate the ability to comply with the 50 Cent Test by using the most recent taxable value of property in the district, combined with state assistance to which the district is entitled under Education Code Chapter 46 or 48 that may be lawfully used for the payment of bonds.

Future Taxable
Value

A district may demonstrate the ability to comply with the 50 Cent Test by using a projected future taxable value of property in the district anticipated for the earlier of the tax year five years after the current tax year or the tax year in which the final payment is due for the bonds submitted to the attorney general, combined with state assistance to which the district is entitled under Education Code Chapter 46 or 48 that may be lawfully used for the payment of bonds.

The district must submit to the attorney general a certification of the district's projected taxable value prepared by a registered, certified professional appraiser who has demonstrated professional experience in projecting taxable values or who can obtain any necessary assistance from an experienced person.

The certification of a district's projected taxable value must be signed by the superintendent. The attorney general must base a determination of whether a district has complied with the 50 Cent Test on a taxable value that is equal to 90 percent of the value certified.

Education Code 45.0031

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**Attorney General
Review and Approval**

Unless exempt under Government Code 1202.007, before the issuance of a public security, the issuer shall submit the public security and the record of proceedings to the attorney general. *Gov't Code 1202.003(a); see, e.g., 1 TAC 53.3 (Content of Transcripts), 53.16 (Submission and Approval of Transcripts), and 53.61 (School District Tax Bond Elections)*

Refunding Bonds

A board may refund or refinance all or any part of any of the district's outstanding bonds and matured or unmatured but unpaid interest on those bonds payable from ad valorem taxes by issuing refunding bonds payable from ad valorem taxes. *Education Code 45.004; Gov't Code Ch. 1207*

**Instructional
Facilities Allotment
for Refunding
Bonds**

A district may use state funds received under Education Code Chapter 46 to pay principal of and interest on refunding bonds that:

1. Are issued to refund bonds eligible under Education Code 46.003;
2. Do not have a final maturity date later than the final maturity date of the bonds being refunded;
3. May not be called for redemption earlier than the earliest call date of all bonds being refunded; and
4. Result in a present value savings as defined in Education Code 46.007(4).

Education Code 46.007

**Authorized Unissued
Bonds**

If a district has authorized school bonds for a specific purpose and that purpose has been accomplished by other means or has been abandoned and all or a portion of the authorized bonds remains unissued, a board may order an election [see BBBA] to submit to the qualified voters of the district the proposition of whether or not the authorized but unissued bonds may be issued, sold, and delivered for other and different purposes specified in the election order and notice. The election shall be ordered, held, and conducted in the same form and manner as that at which the bonds were originally authorized. If a majority of those voting at the election vote in favor of the sale and delivery of the unissued bonds for the purposes specified in the election order and notice, the board may issue, sell, and deliver the bonds and use the proceeds for the purposes authorized at the election. *Education Code 45.110*

**Bond Guarantee
Program**

Eligibility

A district seeking guarantee of eligible bonds under the Bond Guarantee Program shall apply to the commissioner of education using a form adopted by the commissioner. To be eligible for approval, district bonds must be issued under Education Code Chapter 45,

Subchapter A, or under Government Code Chapter 1207. *Education Code 45.054, .055(a); 19 TAC 33.65(b)(5)*

Application

An application must include:

1. The name of the district and the principal amount of the bonds to be issued;
2. The name and address of the district's paying agent, which means the financial institution designated by a district as its agent for payment of principal and interest on guaranteed bonds; and
3. The maturity schedule, estimated interest rate, and date of the bonds.

Education Code 45.051(2), .055

An application must be accompanied by a fee set by rule of the State Board of Education. *Education Code 45.055(c); 19 TAC 33.65(f)(1)*

On approval by the commissioner, bonds issued by a district are guaranteed by the corpus and income of the permanent school fund. The guarantee remains in effect until the date those bonds mature or are defeased in accordance with state law. *Education Code 45.052*

If a district does not receive approval for the guarantee or for any reason does not receive approval of the bonds from the attorney general within the specified time period, the district may reapply in a subsequent month. Applications that were denied approval for the guarantee will not be retained for consideration in subsequent months. *19 TAC 33.65(f)(5)*

A district may not represent bonds as guaranteed for the purpose of pricing or marketing the bonds before the date of the letter granting approval for the guarantee. *19 TAC 33.65(g)(4)(D)*

Credit Enhancement Program

If a district's application for guarantee of district bonds by the permanent school fund is rejected, the district may apply under Education Code Chapter 45, Subchapter I for credit enhancement of bonds described by Education Code 45.054 (eligibility for the Bond Guarantee Program) by money appropriated for the Foundation School Program, other than money that is appropriated to districts specifically:

1. As required under the Texas Constitution; or
2. For assistance in paying debt service.

The credit enhancement remains in effect until the date the bonds mature or are defeased in accordance with state law.

Education Code 45.252

Eligibility

To be eligible for approval by the commissioner for credit enhancement:

1. Bonds must be issued in the manner provided by Education Code 45.054;
2. Payments of all of the principal of the bonds must be scheduled during the first six months of the state fiscal year;
3. The district's lowest credit rating from any credit rating agency may not be the same as or higher than that of the School District Bond Enhancement Program;
4. The bonded debt for which the credit enhancement is sought must be structured so that no single annual debt service payment exceeds two times the quotient produced by dividing the total proposed annual debt service, as defined in 19 Administrative Code 61.1038(b)(10), for the term of the bonds by the number of years in the amortization schedule; and
5. The district must agree in its application that the total annual debt service on bonds approved for the credit enhancement will be paid on or before August 15 of each state fiscal year.

Education Code 45.254; 19 TAC 61.1038(f)

Application

A district seeking credit enhancement of eligible bonds shall apply to the commissioner using a form adopted by the commissioner for the purpose. The application must:

1. Include the information required by Education Code 45.055(b), at Bond Guarantee Program—Application, above; and
2. Be accompanied by a fee set by the State Board of Education. 19 TAC 61.1038(d)(1)

Education Code 45.255

The district may not submit an application for a guarantee or credit enhancement before the successful passage of an authorizing proposition.

If a district does not receive a credit enhancement or for any reason does not receive approval of the bonds from the attorney general within the specified time period, the district may reapply in a

subsequent month. Applications that were denied a credit enhancement will not be retained for consideration in subsequent months.

A district may not represent the bonds as approved for credit enhancement for the purposes of pricing or marketing the bonds before the date of the letter granting approval for the credit enhancement.

19 TAC 61.1038(e)(1), (8), (10)

Authority to Contract for Services

An issuer has exclusive authority to select, contract with, and determine the basis for compensation of a person to provide legal and other services as may be determined by the issuer to be necessary in connection with the issuer's issuance of public securities or administration of its affairs that pertain to the issuance of public securities. The selection of legal counsel shall be made in accordance with the provisions of Government Code Chapter 2254, Subchapter A, applicable to the selection by a governmental entity of a provider of professional engineering services. *Government Code 1201.027(a)* [See CH(LEGAL) regarding contingent fee contracts for legal services and Government Code 2254.102(e) for additional requirements.]

Federal Securities Law

Disclosure Obligations for Bond and Other Debt Offerings

Prior to publicly offering bonds, a school district must prepare and deliver to an underwriter an official statement containing the terms of the bond offering, a description of the district itself, financial and operating data of the district, and any other information that may be material to an investor interested in purchasing the district's bonds or otherwise required by Rule 15c2-12 of the Securities Exchange Commission (SEC) (SEC Rule 15c2-12(b)). *17 C.F.R. 240.15c2-12* [See Note, below]

Continuing Disclosure after Issuing Bonds

Except for exempt offerings, SEC Rule 15c2-12(b) requires underwriters to obtain a continuing disclosure agreement (CDA) from the district when the district issues bonds. A CDA obligates the district to prepare and file continuing disclosures of financial information and operating data annually after the bonds are issued. A CDA also requires filing notice regarding the occurrence of events listed under SEC Rule 15c2-12(b)(5)(i)(C) within 10 business days following the occurrence of any such event. *17 C.F.R. 240.15c2-12* [See Note, below]

Liability under Federal Securities Law

School districts, board members, and certain employees of the district are subject to liability under the antifraud provisions of the federal securities laws contained in Section 17(a) of the Securities Act of 1933 (the "Securities Act"), Section 10(b) of the Securities Exchange Act of 1934 (the "Exchange Act") and Rule 10b-5 of the SEC. The antifraud provisions generally prohibit false or misleading

statements made in connection with the offer or sale of a district's bonds (or the omission of material facts from such statements), including the official statement itself and any other statement reasonably expected to reach bond investors (disclosures). *SEC Exchange Act Release No. 33741 (Mar. 9, 1994)*

The antifraud provisions also apply to a district's continuing disclosure obligations under SEC Rule 15c2-12(b) after a district's bonds are issued. [See Continuing Disclosure after Issuing Bonds, above] *SEC Report on the Municipal Securities Market (July 31, 2012) (the "SEC 2012 Report") at pg. 29*

Note: In preparing an official statement, a district may reasonably rely on the advice of outside professionals who are also subject to the antifraud provisions, but a district is primarily liable for the content of its official statement and other disclosures. *SEC Exchange Act Release No. 36761 (Jan. 24, 1996)*

A district may engage qualified consultants, including qualified disclosure or securities counsel and a financial adviser, to assist with preparing an official statement and other primary disclosures relating to a bond offering. Creation of internal procedures may help to insulate a district against criticism or liability under federal securities laws.

Districts may also engage disclosure counsel and/or other professionals to assist with secondary disclosure, including advice and assistance ensuring that (1) reporting requirements imposed by a CDA are satisfied and (2) information disclosed in periodic and occasional reports is accurate and complete.

Internal procedures may provide for (1) appointment of, and disclosure training for, district officials and employees who will be part of the financing team, (2) a procedure of accountability for review of the disclosures, and (3) ensuring that any procedures established are in fact followed.

[See SEC Report on the Municipal Securities Market (July 31, 2012)]



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Tax Rate Adoption

Maintenance Taxes

The board may levy, assess, and collect annual ad valorem taxes for the maintenance of the district's schools. Taxes may not be levied unless authorized by a majority of the qualified voters of the district, voting at an election called for that purpose. *Education Code 45.002, .003(a)*

*Restriction on
Maintenance Tax
Levy*

A district may not increase the rate of the district's maintenance taxes to create a surplus in maintenance tax revenue for the purpose of paying the district's debt service. *Education Code 45.0021(a)* [See Taxpayer Injunction, below]

*Maintenance Tax
Rate
Components*

Tier One

A district's tier one maintenance and operations tax rate is the number of cents levied by the district for maintenance and operations that does not exceed the maximum compressed rate, as determined under Education Code 48.2551.

*Maximum
Compressed
Rate*

"MCR" is the district's maximum compressed rate, which is the tax rate for the current tax year per \$100 of valuation of taxable property at which the district must levy a maintenance and operations tax to receive the full amount of the tier one allotment to which the district is entitled under Education Code Chapter 48. The Texas Education Agency (TEA) shall calculate and make available school districts' maximum compressed rates.

Education Code 48.2551

School districts' maximum compressed maintenance and operations tax rates shall be calculated using locally certified property values and adjusted to estimate for exclusions under Government Code 403.302(d).

TEA will open a data collection from 12:01 a.m. on July 18 through 11:59 p.m. on August 1 for districts. Districts must submit the data specified in 19 Administrative Code 61.1000(c). TEA will use any available data to calculate MCR absent data collection submissions from a school district.

19 TAC 61.1000(b), (c), (h)

TEA will calculate and make available preliminary maximum compressed tier one tax rates to each district on or before August 5. If TEA receives an appeal of a preliminary MCR, TEA will issue a final determination to the district no later than August 31. If TEA does not receive an appeal of a preliminary MCR, the preliminary MCR automatically becomes a final MCR ten calendar days following TEA's approval of the district's preliminary MCR. *19 TAC 61.1000(d)-(f)*

A district may appeal its preliminary MCR through the following process:

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1. The TEA division responsible for MCRs must receive a written appeal no later than ten calendar days after TEA's approval of the district's preliminary MCR. The appeal must include adequate evidence and additional information that supports the position of the district. Appeals received 11 calendar days or more after TEA approves a district's preliminary MCR will not be considered.
2. TEA will only consider appeals that would result in a change of the preliminary MCR.

19 TAC 61.1000(g)

Tier Two

A district's enrichment tax rate consists of:

1. Any cents of additional maintenance and operations tax effort, not to exceed eight cents over the maximum tier one tax rate; and
2. Any cents of additional maintenance and operations tax effort that exceeds the sum of the maximum tier one tax rate and the maximum number of cents permitted under item 1 above.

Education Code 45.0032(a), (b)

Districts Subject
to Disaster
Exception

For a district to which the Disaster Exception to Election Requirement described below applies, the amount by which the district's maintenance tax rate exceeds the district's voter-approval tax rate, excluding the district's current debt rate under Tax Code 26.08(n)(1)(C) for the preceding year is not considered in determining a district's tier one maintenance and operations tax rate or the district's enrichment tax rate for the current tax year. *Education Code 45.0032(d)*

*Maximum Tax
Rate*

For any year, the maintenance tax rate per \$100 of taxable value adopted by the district may not exceed the rate equal to the sum of \$0.17 and the district's maximum compressed rate, as determined under Education Code 48.2551.

A rate that exceeds the maximum rate for the year in which the tax is to be imposed is void. A district with a tax rate that is void under this provision may, subject to requirements imposed by other law, adopt a rate for that year that does not exceed the specified maximum rate for that year.

Education Code 45.003(d), (e)

Districts with
2005 Tax Rate
over \$1.50

Notwithstanding any other law, a district that levied a maintenance tax for the 2005 tax year at a rate greater than \$1.50 per \$100 of taxable value in the district as permitted by special law [Art. 2784g Tex. Rev. Civ. Stat.] may not levy a maintenance tax at a rate that

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exceeds the rate per \$100 of taxable value that is equal to the sum of \$0.17 and the product of 66.67 percent multiplied by the rate of the maintenance tax levied by the district for the 2005 tax year, minus any amount by which \$1.00 exceeds the product of the state compression percentage, as determined under Education Code 48.255, multiplied by \$1.00. *Education Code 45.003(f)*

For a district described above, any cents of maintenance and operations tax effort that exceeds the maximum rate described at Maximum Tax Rate are not included in the district's tier one maintenance and operations tax rate or the district's enrichment tax rate and the district is not entitled to the guaranteed yield amount of state funds under Education Code 48.202 for those cents of tax effort. *Education Code 45.0032(c)*

Assessor and
Collector

The board may employ a person to assess or collect the district's taxes and may compensate the person as the board considers appropriate. This provision does not prohibit a district from providing for the assessment or collection of the district's taxes under a method authorized by Tax Code Chapter 6, Subchapter B. *Education Code 45.231*

A district that used a method of selection for the 1994 tax year that was authorized by former Education Code Chapter 23, Subchapter F, may continue to use that method until the district uses another method authorized above. *Education Code 45.232*

The assessor and collector shall assess, collect, or assess and collect taxes, as applicable. *Tax Code 6.23(b)*

Collector's Bond

A district that has its own collector shall require the collector to give bond conditioned on the faithful performance of duties. The bond must be made payable to and be approved by the board in an amount determined by the board. The board may require a new bond at any time, and failure to give new bond within a reasonable time after demand is a ground for removal from office. The board may prescribe additional requirements for the bond.

A district whose taxes are collected by a person other than the district's own collector may require that person to give bond conditioned on the faithful performance of duties. The bond must be payable to, approved by, and paid for by the board in an amount determined by the board. The board may prescribe additional requirements for the bond.

A district shall pay the premium for a required bond from its general fund or as provided by intergovernmental contract.

Tax Code 6.29

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Certified Estimate of
Values

By April 30, the chief appraiser shall prepare and certify to the district's assessor an estimate of the taxable value of district property.
Tax Code 26.01(e)

Appraisal Roll

By July 25, the chief appraiser shall prepare and certify to the assessor for the district that part of the appraisal roll that lists the property taxable by the district. The part certified to the assessor is the appraisal roll for the district.

If by July 20 the appraisal review board has not approved the appraisal records as required under Tax Code 41.12, the chief appraiser shall not later than July 25 prepare and certify to the assessor for a school district an estimate of the taxable value of property in the school district.

Tax Code 26.01(a)-(a-1)

By August 1 or as soon thereafter as practicable, the district's assessor shall submit to the board the district's appraisal roll, showing the total appraised, assessed, and taxable values of all property and the total taxable value of new property.

By August 1 or as soon thereafter as practicable, a district's collector shall certify to the board the anticipated collection rate for the current year. If the collector certified an anticipated collection rate in the preceding year and the actual collection rate in that year exceeded the anticipated rate, the collector shall also certify the amount of debt taxes collected in excess of the anticipated amount in the preceding year.

Tax Code 26.04(b)

Designated
Employee/Officer to
Calculate Rates

After the district's assessor submits the appraisal roll to the board, an officer or employee designated by the board shall calculate the no-new-revenue tax rate and the voter-approval tax rate for the district. *Tax Code 26.04(c)*

Truth-in-Taxation
Requirements

Note: The *Truth in Taxation* website maintained by the Texas comptroller of public accounts offers detailed guidance on setting local property tax rates for school districts.¹

*Traditional
Method*

When the budget has been prepared under Education Code 44.002, the board president shall call a meeting of the board for the purpose of adopting a budget for the succeeding tax year. The budget must be adopted before the adoption of the tax rate for the tax year in which the fiscal year covered by the budget begins. *Education Code 44.004(a), (g)* [See CE]

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<i>Published Notice</i>	<p>The board president shall provide for publication of notice of the budget and proposed tax rate meeting in a daily, weekly, or bi-weekly newspaper published in the district. If no daily, weekly, or biweekly newspaper is published in the district, the president shall provide for publication of notice in at least one newspaper of general circulation in the county in which the district's central administrative office is located. The notice shall be published not earlier than the 30th day or later than the tenth day before the date of the hearing.</p>
Form and Contents	<p>The notice of public meeting to discuss and adopt the budget and the proposed tax rate may not be smaller than one-quarter page of a standard-size or a tabloid-size newspaper, and the headline on the notice must be in 18-point or larger type and contain the information set out in Education Code 44.004(c) and (c-1).</p> <p>The notice must include a statement that a district may not increase its maintenance and operations tax rate to create a surplus in maintenance and operations tax revenue for the purpose of paying the district's debt service.</p> <p>A notice is not valid if it does not substantially conform to the language and format prescribed by the comptroller.</p> <p><i>Education Code 44.004(b)-(d)</i></p>
Debt Service Rate Decrease	<p>If the published interest and sinking fund (debt service) rate decreases after the publication of the required notice, the president is not required to publish another notice or call another meeting to discuss and adopt the budget and the proposed lower tax rate. <i>Education Code 44.004(g-1)</i></p>
<i>Districts with July 1 Fiscal Year</i>	<p>Notwithstanding the provisions above, a district with a fiscal year beginning July 1 may use the certified estimate of the taxable value of district property in preparing the required notice if the district does not receive the certified appraisal roll on or before June 7. A district that uses a certified estimate may adopt a budget at the public meeting designated in the published notice prepared using the estimate, but the district may not adopt a tax rate before the district receives the certified appraisal roll for the district.</p> <p>After receipt of the certified appraisal roll, a district must publish a revised notice and hold another public meeting before the district may adopt a tax rate that exceeds:</p> <ol style="list-style-type: none">1. The rate proposed in the notice prepared using the estimate; or

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2. The district's voter-approval rate determined under Tax Code 26.08 using the certified appraisal roll.

Education Code 44.004(h), (i)

*Early Adoption
Method*

Notwithstanding the provisions above or at Deadline below, a district may adopt a budget after the district adopts a tax rate for the tax year in which the fiscal year covered by the budget begins if the district elects to adopt a tax rate before receiving the certified appraisal roll for the district. If a district elects to adopt a tax rate before adopting a budget, the district must publish notice and hold a meeting for the purpose of discussing the proposed tax rate as provided above. Following adoption of the tax rate, the district must publish notice and hold another public meeting before the district may adopt a budget. The comptroller shall prescribe the language and format to be used in the notices. The district may use the certified estimate of taxable value in preparing a notice under this provision. *Education Code 44.004(j)*

The board of a district that elects to adopt a tax rate before the adoption of a budget for the fiscal year that begins in the current tax year may adopt a tax rate for the current tax year before receipt of the certified appraisal roll for the district if the chief appraiser of the appraisal district in which the district participates has certified to the assessor for the district an estimate of the taxable value of property in the district as specified at Certified Estimate of Values above. If a district adopts a tax rate under this provision, the non-new-revenue tax rate and the voter-approval tax rate of the district shall be calculated based on the certified estimate of taxable value. *Tax Code 26.05(g)*

**Tax Rate Adoption
Requirements**
Deadline

The board shall adopt a tax rate for the current tax year and shall notify the assessor of the tax rate adopted. [See Adoption of Tax Roll, below] The board must adopt a tax rate before the later of September 30 or the 60th day after the date the certified appraisal roll is received by the district, except that the board must adopt a tax rate that exceeds the voter-approval tax rate not later than the 71st day before the next uniform election date that occurs in November of that year. [Note that Election Code 3.005(c) requires that an election to be held on a uniform date be ordered not later than the 78th day before election day; see Time for Election, below.]

The tax rate consists of two components, each of which must be approved separately. The components are:

1. The interest and sinking fund (debt service) rate calculated under Education Code 44.004(c)(5)(A)(ii)(b); and

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2. The rate that, if applied to the total taxable value, will impose the amount of taxes needed to fund maintenance and operation expenditures of the district for the next year.

Tax Code 26.05(a)

**Tax Date for
Certain Districts**

A district that before January 1, 1989, has for at least ten years followed a practice of adopting its tax rate at a different date than as provided by Tax Code Chapter 26 and of billing for and collecting its taxes at different dates than as provided by Chapters 31 and 33 may continue to follow that practice. This does not affect the dates provided by the Property Tax Code (Tax Code Title 1) for other purposes, including those relating to the appraisal and taxability of property, the attachment of tax liens and personal liability for taxes, and administrative and judicial review under Chapters 41 and 42.

Tax Code 26.135

Vote

A board may not impose property taxes in any year until it has adopted a tax rate for that year, and the annual tax rate must be set by ordinance, resolution, or order. The vote on the ordinance, resolution, or order setting the tax rate must be separate from the vote adopting the budget. The vote on the ordinance, resolution, or order setting a tax rate that exceeds the sum of the district's no-new-revenue maintenance and operations tax rate and the district's current debt rate must be a record vote, and at least 60 percent of the members of the board must vote in favor of the ordinance, resolution, or order.

Motion

A motion to adopt an ordinance, resolution, or order setting a tax rate that exceeds the no-new-revenue tax rate must be made in the following form: "I move that the property tax rate be increased by the adoption of a tax rate of (specify tax rate), which is effectively a (insert percentage by which the proposed tax rate exceeds the no-new-revenue tax rate) percent increase in the tax rate."

**Language and
Internet Posting**

If the ordinance, resolution, or order sets a tax rate that, if applied to the total taxable value, will impose an amount of taxes to fund maintenance and operation expenditures of the district that exceeds the amount of taxes imposed for that purpose in the preceding year the district must:

1. Include in the ordinance, resolution, or order in type larger than the type used in any other portion of the document:
 - a. The following statement: "THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE"; and
 - b. If the tax rate exceeds the no-new-revenue maintenance and operations rate, the following statement: "THE TAX

RATE WILL EFFECTIVELY BE RAISED BY (INSERT PERCENTAGE BY WHICH THE TAX RATE EXCEEDS THE NO-NEW-REVENUE MAINTENANCE AND OPERATIONS RATE) PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$(Insert amount)."; and

2. Include on the home page of any internet website operated by the district:
 - a. The following statement: "(Insert name of unit) ADOPTED A TAX RATE THAT WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE"; and
 - b. If the tax rate exceeds the no-new-revenue maintenance and operations rate, the following statement: "THE TAX RATE WILL EFFECTIVELY BE RAISED BY (INSERT PERCENTAGE BY WHICH THE TAX RATE EXCEEDS THE NO-NEW-REVENUE MAINTENANCE AND OPERATIONS RATE) PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$(Insert amount)."

Tax Code 26.05(b)

Adoption of Tax Roll

On receipt of notice of the tax rate for the current tax year, the assessor for a district shall calculate the tax imposed on each property included on the appraisal roll for the district. The assessor shall enter the amount of tax in the appraisal roll and submit it to the board for approval. The appraisal roll with amounts of tax entered as approved by the board constitutes the district's tax roll.
Tax Code 26.09(a), (e)

Failure to Adopt Tax Rate

If the board does not adopt a tax rate before the date required at Deadline above, the tax rate for the district for that tax year is the lower of the no-new-revenue tax rate calculated for that tax year or the tax rate adopted by the district for the preceding tax year. A tax rate established by this provision is treated as an adopted tax rate. Before the fifth day after the establishment of a tax rate by this provision, the board must ratify the applicable tax rate in the manner set out at Tax Rate Adoption Requirements above. *Tax Code 26.05(c)*

Taxpayer Injunction

A person who owns taxable property in a district is entitled to an injunction restraining the collection of taxes by the district if the district has not complied with the requirements above at Published

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Notice, including Form and Contents, Districts with July 1 Fiscal Year, if applicable, and Tax Rate Adoption Requirements, and the failure to comply was not in good faith. An action to enjoin the collection of taxes must be filed before the date a district delivers substantially all of its tax bills. *Education Code 44.004(e); Tax Code 26.05(e)*

A person who owns taxable property in a district is entitled to an injunction restraining the collection of taxes by the district if the district adopts a maintenance tax in violation of the prohibition described above at Restriction on Maintenance Tax Levy. An action to enjoin the collection of taxes must be filed before the date a district delivers substantially all of its tax bills. *Education Code 45.0021(b)*

Tax Information to
County

A district shall provide to the county assessor-collector for each county in which all or part of district territory is located the district's adopted tax rate, maintenance and operations rate, debt rate, no-new-revenue tax rate, no-new-revenue maintenance and operations rate, and voter-approval tax rate for posting on the county's internet website. The district shall provide the information annually following the adoption of a tax rate by the district for the current tax year. *Tax Code 26.16(a)-(b)*

Appraisal District
Property Tax
Database

The officer or employee designated by the board to calculate the no-new-revenue tax rate and the voter-approval tax rate for the district must electronically incorporate into the database created and maintained by the chief appraiser under Tax Code 26.17 the information required by Tax Code 26.17(e). *Tax Code 26.17(e)*

Internet Posting of
Tax Rate and Budget
Information

Each district shall maintain an internet website or have access to a generally accessible internet website that may be used for the purposes of this provision. Each district shall post or cause to be posted on the internet website the information required by Tax Code 26.18 in a format prescribed by the comptroller. *Tax Code 26.18* [See CE for required information]

Election to Approve
Tax Rate

If the board adopts a tax rate that exceeds the district's voter-approval tax rate, the registered voters of the district at an election held for that purpose must determine whether to approve the adopted tax rate. *Tax Code 26.08(a), (n)*

[For information on conducting elections, see the BBB series.]

Efficiency Audit

"Efficiency audit" means an investigation of the operations of a district to examine fiscal management, efficiency, and utilization of resources.

The board shall conduct an efficiency audit before seeking voter approval to adopt a tax rate for the maintenance and operations of

the district at an election held for that purpose and may not hold an election without complying with this requirement.

The board may select the auditor that conducts the district's annual audit under Education Code 44.008 and may include the efficiency audit as part of the district's annual audit. [See CFC] A district must pay for the costs associated with an efficiency audit required under this provision. A district shall provide all documents, records, and personnel requested by the auditor as needed to conduct the audit in an efficient manner.

The board must select an auditor to conduct an efficiency audit not later than four months before the date on which the district proposes to hold an election to adopt a maintenance and operations tax rate. An auditor selected by the board must maintain independence from the district and complete the efficiency audit not later than three months after the date the auditor was selected.

Before an election at which a district seeks voter approval to adopt a tax rate, the board must hold an open meeting to discuss the results of the efficiency audit. Not later than 30 days before the date of the election, the results of an efficiency audit must be posted on the district's internet website.

Education Code 11.184

*Legislative
Budget Board
Guidelines*

The Legislative Budget Board (LBB) shall establish guidelines identifying the scope and areas of investigation of an efficiency audit, including identification of resources being used effectively and efficiently and identification of cost savings or reallocations. The auditor selected by the board of a district must follow the guidelines established by the LBB under this provision. *Education Code 11.184(f)*

Efficiency Audit Guidelines² are found on the LBB website.

*Disaster Exception
To Efficiency
Audit
Requirement*

The board of a district all or part of which is located in an area declared a disaster area by the governor may hold an election to seek voter approval to adopt a maintenance and operations tax rate during the two-year period following the date of the declaration without conducting an efficiency audit otherwise required above. *Education Code 11.184(b-1)*

*To Election
Requirement*

When increased expenditure of money by a district is necessary to respond to a disaster, including a tornado, hurricane, flood, wildfire, or other calamity, but not including a drought, that has impacted a district and the governor has requested federal disaster assistance for the area in which the district is located, an election is not required to approve the tax rate adopted by the board for the year following the year in which the disaster occurs. A tax rate adopted

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under this provision applies only in the year for which the rate is adopted. If a district adopts a tax rate under this provision, the amount by which that rate exceeds the district's voter-approval tax rate for that tax year may not be considered when calculating the district's voter-approval tax rate for the tax year following the year in which the district adopts the rate. *Tax Code 26.08(a-1)*

Time for Election

The board shall order that the election be held in the district on the next uniform election date prescribed by Election Code 41.001 that occurs after the date of the election order and that allows sufficient time to comply with the requirements of other law. *Tax Code 26.08(b)*

Uniform Election Date

For an election to be held on a uniform election date, the election shall be ordered not later than the 78th day before election day.

An election to ratify a tax rate adopted by a board under the early adoption method described above shall be ordered not later than the 30th day before election day.

Election Code 3.005 [See BBBA]

Notice to County Clerk

The board shall deliver notice of the election to the county clerk and voter registrar of each county in which the district is located not later than the 60th day before election day.

Exception

A board that orders an election to ratify a tax rate adopted by the board under the early adoption method described above shall deliver notice of the election to the county clerk of each county in which the district is located not later than the 30th day before election day.

Election Code 4.008

Proposition

At the election, the ballots shall be prepared to permit voting for or against the proposition: "Ratifying the ad valorem tax rate of _____ (insert adopted tax rate) in (name of school district) for the current year, a rate that will result in an increase of _____ (insert percentage increase in maintenance and operations tax revenue under the adopted tax rate as compared to maintenance and operations tax revenue in the preceding tax year) percent in maintenance and operations tax revenue for the district for the current year as compared to the preceding year, which is an additional \$_____ (insert dollar amount of increase in maintenance and operations tax revenue under the adopted tax rate as compared to maintenance and operations tax revenue in the preceding tax year)." *Tax Code 26.08(b)*

In addition to any other requirement imposed by law for a proposition, including a provision prescribing the proposition language, a

proposition submitted to the voters for approval of the imposition or increase of a tax shall specifically state the amount of or maximum tax rate of the tax or tax increase for which approval is sought. *Election Code 52.072(e)(1)*

Each proposition on the ballot must identify the name of the authority ordering the election on the measure. *Election Code 52.095(c)*

Election Outcome

If a majority of the votes cast in an election favor the proposition, the tax rate for the current year is the rate that was adopted by the board. If the proposition is not approved, a board may not adopt a tax rate for the current year that exceeds the district's voter-approval tax rate. *Tax Code 26.08(c)-(d)*

¹ Truth-in-Taxation: Tax Rate Adoption:

<https://comptroller.texas.gov/taxes/property-tax/truth-in-taxation/index.php>

² LBB Efficiency Audit Guidelines: http://www.lbb.state.tx.us/Documents/Publications/Policy_Report/6365_HB3_Efficiency_Audit_Guidelines.pdf



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Note: For more information on property tax exemptions, see the Texas Comptroller's [Property Tax Exemptions](#)¹ website.

Exemptions

Homestead

Mandatory

An adult is entitled to exemption from taxation by a district of \$25,000 of the appraised value of the adult's residence homestead, as defined by Tax Code 11.13(j), except that only \$5,000 of the exemption applies to an entity operating under former Education Code Chapters 17, 18, 25, 26, 27, or 28, as those chapters existed on May 1, 1995, as permitted by Education Code 11.301. *Tax Code 11.13(b)*

Persons 65 or Older or Disabled

In addition to the mandatory exemption above, an adult who is disabled, as defined by Tax Code 11.13(m)(1), or 65 or older is entitled to an exemption of \$10,000 of the appraised value of the individual's residence homestead. *Tax Code 11.13(c)*

Tax Limitation

A district may not increase the total annual amount of ad valorem tax it imposes on the residence homestead of an individual 65 years of age or older, or on the residence homestead of an individual who is disabled, above the amount of the tax it imposed in the first tax year in which the individual qualified that residence homestead for an applicable exemption. *Tax Code 11.26(a)*

Improvements

If an individual subject to a tax limitation makes improvements to the individual's residence homestead, other than improvements required to comply with governmental requirements or repairs, the district may increase the tax on the homestead in the first year the value of the homestead is increased on the appraisal roll because of the enhancement of value by the improvements. A limitation then applies to the increased amount of tax until more improvements, if any, are made. *Tax Code 11.26(b)*

Exception

An improvement to property that would otherwise constitute an improvement discussed above is not treated as an improvement if it is a replacement structure for a structure that was rendered uninhabitable or unusable by a casualty or by wind or water damage. For purposes of appraising the property in the tax year in which the structure would have constituted an improvement, the replacement structure is considered to be an improvement only if the square footage of the replacement structure exceeds that of the replaced structure as that structure existed before the casualty or damage occurred or the exterior of the replacement structure is of higher quality construction and composition than that of the replaced structure. *Tax Code 11.26(o)*

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Portability of Tax Limitation	If an individual who receives a tax limitation, including a surviving spouse, discussed below, subsequently qualifies a different residence homestead for the same exemption, a district may not impose ad valorem taxes on the subsequently qualified homestead in a year in an amount that exceeds the amount of taxes calculated in accordance with Tax Code 11.26(g). <i>Tax Code 11.26(g)</i>
Surviving Spouse	If an individual who qualifies for the exemption at Persons 65 or Older or Disabled, above, dies, the surviving spouse of the individual is entitled to the limitation applicable to the residence homestead of the individual if the surviving spouse is 55 years of age or older when the individual dies, and the residence homestead of the individual is the residence homestead of the surviving spouse on the date that the individual dies and remains the residence homestead of the surviving spouse. <i>Tax Code 11.26(i)</i>
Local Options All Taxpayers	In addition to other exemptions in Tax Code 11.13, an individual is entitled to an exemption from taxation by a district of a percentage of the appraised value of the individual's residence homestead if the exemption is adopted by the board before July 1 in the manner provided by law for official action by the board. If the percentage set by the district produces an exemption in a tax year of less than \$5,000 when applied to a particular residence homestead, the individual is entitled to an exemption of \$5,000 of the appraised value. The percentage adopted by the district may not exceed 20 percent. <i>Tax Code 11.13(n)</i>
Disabled or 65 or Older	An individual who is disabled or 65 or older is entitled to an exemption from taxation by a district of a portion of the appraised value of the individual's residence homestead if the exemption is adopted either by the board or by a favorable vote of a majority of the qualified voters of the district at an election called by the board, and the board shall call the election on the petition of at least 20 percent of the number of qualified voters who voted in the preceding election of the district.
Amount	The amount of an exemption adopted as provided at Disabled or 65 or Older is \$3,000 of the appraised value of the residence homestead unless a larger amount is specified by the board if the board authorizes the exemption or the petition for the election if the exemption is authorized through an election. Once authorized, an exemption adopted may be repealed or decreased or increased in amount by the board or by the petition and election procedure. In the case of a decrease, the amount of the exemption may not be reduced to less than \$3,000 of the market value. <i>Tax Code 11.13(d)-(f)</i>

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<i>Continuation of Exemption during Construction</i>	If a qualified residential structure for which the owner receives a homestead exemption under Tax Code 11.13 is rendered uninhabitable or unusable by a casualty or by wind or water damage, the owner may continue to receive the exemption for the structure and the land and improvements used in the residential occupancy of the structure while the owner constructs a replacement qualified residential structure on the land in accordance with Tax Code 11.135. <i>Tax Code 11.135(a), .26(n); 34 TAC 9.416</i>
<i>Surviving Spouse of First Responder</i>	The surviving spouse of a first responder who is killed or fatally injured in the line of duty is entitled to an exemption from taxation of the total appraised value of the surviving spouse's residence homestead if the surviving spouse is an eligible survivor for purposes of Government Code Chapter 615 as determined by the Employees Retirement System of Texas and has not remarried since the first responder's death. <i>Tax Code 11.134</i>
Veteran Exemptions <i>100 Percent Disabled</i>	A disabled veteran who receives from the U.S. Department of Veterans Affairs or its successor 100 percent disability compensation due to a service-connected disability and a rating of 100 percent disabled or of individual unemployability is entitled to an exemption from taxation of the total appraised value of the veteran's residence homestead. <i>Tax Code 11.131(b)</i>
<i>Partially Disabled with Donated Residence</i>	A disabled veteran who has a disability rating of less than 100 percent is entitled to an exemption from taxation of a percentage of the appraised value of the disabled veteran's residence homestead equal to the disabled veteran's disability rating if the residence homestead was donated to the disabled veteran by a charitable organization at no cost to the disabled veteran, or at some cost to the disabled veteran in the form of a cash payment, a mortgage, or both in an aggregate amount that is not more than 50 percent of the good faith estimate of the market value of the residence homestead made by the charitable organization as of the date of the donation. <i>Tax Code 11.132(b)</i>
<i>Surviving Spouse of Veteran</i>	The surviving spouse of a disabled veteran, as defined by Tax Code 11.22(h)(3), is entitled to the same exemption from taxation of the same property to which the disabled veteran's exemption applied or would have applied if it had been in effect on the date of death if: <ol style="list-style-type: none">1. The surviving spouse has not remarried since the death of the disabled veteran; and2. The property was the residence homestead of the surviving spouse when the disabled veteran died and remains the residence homestead of the surviving spouse.

Tax Code 11.131, .132

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<i>Surviving Spouse of Individual Killed in Action</i>	<p>The surviving spouse of a member of the armed services of the United States who is killed in action is entitled to an exemption from taxation of the total appraised value of the surviving spouse's residence homestead if the surviving spouse has not remarried since the death of the member of the armed services. <i>Tax Code 11.133</i></p> <p><i>Tex. Const. Art. VIII, Sec. 1-b (Residence Homestead Tax Exemptions and Limitations)</i></p>
<i>Disabled Veteran</i>	<p>A disabled veteran is entitled to an exemption from taxation of a portion of the assessed value of a property the veteran owns and designates under Tax Code 11.22(f). <i>Tax Code 11.22</i></p>
<i>Exemption for Subsequent Residence</i>	<p>The surviving spouse of a first responder, disabled veteran, or armed services member killed in action who receives an exemption for a residence homestead is entitled to receive an exemption from taxation of a different property that the surviving spouse subsequently qualifies as the surviving spouse's residence homestead in an amount equal to the dollar amount of the exemption from taxation of the first property for which the surviving spouse received the exemption in the last year in which the surviving spouse received that exemption if the surviving spouse has not remarried. <i>Tax Code 11.131(d), .132(d), .133(c), .134(d)</i></p>
<i>Temporary Exemption for Property Damaged by Disaster</i>	<p>A person is entitled to an exemption from taxation by a district of a portion of the appraised value of qualified property, as defined by Tax Code 11.35(a), that the person owns in an amount determined by the chief appraiser under Tax Code 11.35(h). <i>Tax Code 11.35(b)</i></p>
<i>Automatic</i>	<p>A person who qualifies for an exemption under this provision must apply for the exemption not later than the 105th day after the date the governor declares the area in which the person's qualified property is located to be a disaster area. <i>Tax Code 11.43(s)</i></p>
<i>Board-Adopted</i>	<p>Notwithstanding the provisions above, if the governor first declares territory in a district to be a disaster area as a result of a disaster on or after the date the district adopts a tax rate for the tax year in which the declaration is issued, a person is not entitled to the exemption for that tax year unless the board adopts the exemption in the manner provided by law for official action by the board.</p> <p>An exemption adopted by the board must:</p> <ol style="list-style-type: none">1. Specify the disaster to which the exemption pertains; and2. Be adopted not later than the 60th day after the date the governor first declares territory in the district to be a disaster area as a result of the disaster.

Not later than the seventh day after the date the board adopts the exemption, the district shall notify the chief appraiser of each appraisal district in which the school district participates, the assessor for the school district, and the comptroller of the adoption of the exemption.

Tax Code 11.35(c)–(e)

A person who qualifies for an exemption adopted by the board under this provision must apply for the exemption not later than the 45th day after the date the board adopts the exemption. *Tax Code 11.43(s)*

Optional
Exemptions

Among others, a board may grant additional tax exemptions in accordance with applicable law for:

1. Residential property owned by the United States or an agency of the United States and used to provide transitional housing for the indigent under a program operated or directed by the U.S. Department of Housing and Urban Development. *Tax Code 11.111*
2. Land and housing units on the land owned by a community land trust. *Tax Code 11.1827*
3. Certain historic structures or archeological sites and the land necessary to access and use the structure or archeological site. The board may not repeal or reduce the amount of an exemption for a property that otherwise qualifies for the exemption unless the property owner consents to the repeal or reduction or the district provides written notice of the repeal or reduction to the owner not later than five years before the date the board repeals or reduces the exemption. *Tax Code 11.24*
4. Property on which approved water conservation initiatives, desalination projects, or brush control initiatives have been implemented. *Tax Code 11.32*

If a district adopts, amends, or repeals an exemption that the district by law has the option to adopt or not, the district shall notify the appraisal office of its action and of the terms of the exemption within 30 days after the date of its action. *Tax Code 6.08*

Goods-in-Transit

A person is entitled to an exemption from taxation of the appraised value of that portion of the person's property that consists of goods-in-transit, as defined in Tax Code 11.253(a)(2).

A board, by official action, may provide for the taxation of goods-in-transit exempt under Tax Code 11.253(b) and not exempt under

other law. The official action to tax the goods-in-transit must be taken before January 1 of the first tax year in which the board proposes to tax goods-in-transit. Before acting to tax the exempt property, a board must conduct a public hearing as required by Texas Constitution Article VIII, Section 1-n(d). If the board provides for the taxation of the goods-in-transit as provided by this provision, the exemption stated above does not apply to that district. The goods-in-transit remain subject to taxation by the district until the board, by official action, rescinds or repeals its previous action to tax goods-in-transit, or otherwise determines that the exemption will apply to that district.

Notwithstanding official action that was taken before October 1, 2011, to tax goods-in-transit, a district may not tax such goods-in-transit in a tax year that begins on or after January 1, 2012, unless the board takes official action on or after October 1, 2011, to provide for the taxation of the goods-in-transit.

Exception

If a board, before October 1, 2011, took action to provide for the taxation of goods-in-transit and pledged the taxes imposed on the goods-in-transit for the payment of a debt of the district, the district tax officials may continue to impose the taxes against the goods-in-transit until the debt is discharged, if cessation of the imposition would impair the obligation of the contract by which the debt was created.

Tax Code 11.253(b), (j)–(j-2)

Payment Options

The board may adopt, by official action, one or both of the discount options below. *Tax Code 31.05(a)*

Discounts

Option 1

A district may adopt the following discounts to apply regardless of the date on which the district mails its tax bills:

1. Three percent if the tax is paid in October or earlier.
2. Two percent if the tax is paid in November.
3. One percent if the tax is paid in December.

Tax Code 31.05(b)

This discount does not apply to taxes that are calculated too late for it to be available. *Tax Code 31.04(c)*

Option 2

A district may adopt the following discounts to apply when the district mails its tax bills after September 30:

1. Three percent if the tax is paid before or during the next full calendar month following the date on which the tax bills were mailed.

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2. Two percent if the tax is paid during the second full calendar month following the date on which the tax bills were mailed.
3. One percent if the tax is paid during the third full calendar month following the date on which the tax bills were mailed.

Tax Code 31.05(c)

Both Options

If a board adopts both discounts, the discounts described at Option 1 apply unless the tax bills for the district are mailed after September 30, in which case only the discounts described at Option 2 apply. *Tax Code 31.05(a)*

Rescission

The board may rescind a discount lawfully adopted by the board. The rescission of a discount takes effect in the tax year following the year in which the discount is rescinded. *Tax Code 31.05(d)*

Split Payments

The board of a district that collects its own taxes may provide, by official action, that a person who pays one-half of the district's taxes before December 1 may pay the remaining one-half of the taxes without penalty or interest at any time before July 1 of the following year.

If a board contracts with the appraisal district for collection of taxes, the split-payment option does not apply to taxes collected by the appraisal district unless approved by resolution adopted by a majority of the governing bodies of the taxing units whose taxes the appraisal district collects and filed with the secretary of the appraisal district board of directors. The split-payment option may be revoked in the same manner as provided for adoption.

Tax Code 31.03

This payment option does not apply to taxes that are calculated too late for it to be available. *Tax Code 31.04(c)*

*In Certain
Counties*

The board of a district located in a county having a population of not less than 285,000 and not more than 300,000 that borders a county having a population of 3.3 million or more and the Gulf of Mexico that has its taxes collected by another taxing unit that has adopted the split-payment option may provide, by official action, that the split-payment option does not apply to the district's taxes collected by the other taxing unit. *Tax Code 31.03(d)*

Installment
Payments

*Certain
Homesteads*

An individual who is disabled or at least 65 years of age and qualified for a homestead exemption under Tax Code 11.13(c), or an individual who is a disabled veteran or the unmarried surviving spouse of a disabled veteran and qualified for an exemption under Tax Code 11.132 or 11.22, may pay district taxes imposed on the person's residence homestead property in four equal installments

without penalty or interest if paid by the applicable dates set out in Tax Code 31.031. *Tax Code 31.031*

Disaster Area

A person may pay district taxes imposed on certain property the person owns in four equal installments without penalty or interest if paid by the applicable dates set out in Tax Code 31.032. This option applies to real or personal property described in Tax Code 31.032(a) and taxes that are imposed on the property by a district before the first anniversary of the disaster, as defined by Government Code 418.004. *Tax Code 31.032*

Services in Lieu of
Paying Taxes

The board by resolution may permit certain individuals or business entities to perform certain services for the district in lieu of paying the district property taxes. While performing services for a district, the individual is not an employee of the district and is not entitled to any benefit, including workers' compensation coverage, that the district provides to its employees. *Tax Code 31.035, .036, .037*

*Persons 65 and
Over*

Subject to the requirements of Tax Code 31.035, the board by order or resolution may permit an individual who is at least 65 years of age to perform service for the district in lieu of paying taxes imposed by a district on property owned by the individual and occupied as the individual's residence homestead. Property owners performing services for a district under this provision may only supplement or complement the regular personnel of the district. A district may not reduce the number of persons the district employs or reduce the number of hours to be worked by employees of the district because the district permits property owners to perform services for the district under this provision. *Tax Code 31.035(a), (g)*

*Teaching
Services*

An individual is qualified to perform teaching services for a district under the provisions below only if the individual holds a baccalaureate or more advanced degree in a field related to each course to be taught and:

1. Is certified as a classroom teacher under Education Code Chapter 21, Subchapter B; or
2. Obtains a school district teaching permit under Education Code 21.055.

Tax Code 31.036(h), .037(i)

By Individual

Subject to the requirements of Tax Code 31.036, the board by resolution may permit qualified individuals to perform teaching services for the district at a junior high school or high school of the district in lieu of paying taxes imposed by the district on property owned and occupied by the individual as a residence homestead. *Tax Code 31.036*

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By Employee of Business Entity	Subject to the requirements of Tax Code 31.037, a board by resolution may authorize a corporation or other business entity to permit a qualified individual employed by the business entity to perform teaching services in a high school or a junior high school for the district in lieu of paying taxes imposed by the district on property owned by the business entity. <i>Tax Code 31.037</i>
Delinquent Taxes Delinquency Date	Except as provided by Tax Code 31.02(b) (payment by certain eligible persons on active duty in the armed forces), 31.03 (split payments), and 31.04 (postponement of delinquency date based on mailing date of tax bills), taxes are due on receipt of the tax bill and are delinquent if not paid before February 1 of the year following the year in which imposed. <i>Tax Code 31.02</i>
	<hr/> Note: Delinquent taxes incur penalties and accrue interest in accordance with Tax Code 33.01, subject to any waiver by the board pursuant to Tax Code 33.011. <hr/>
Delinquent Tax Collection	A board may contract with any competent attorney to represent the district to enforce the collection of delinquent taxes. The attorney's compensation is set in the contract, but the total amount of compensation provided may not exceed 20 percent of the amount of delinquent tax, penalty, and interest collected. <i>Tax Code 6.30(c)</i> [See CH(LEGAL) regarding contingent fee contracts for legal services and Government Code 2254.102(e) for additional requirements.]
Additional Penalties	The board may provide, by official action, that taxes that become delinquent at a certain time incur an additional penalty to defray costs of collection if the board has contracted with an attorney as provided above. <i>Tax Code 33.07, .08</i>

¹ Texas Comptroller Property Tax Exemptions website:
<https://comptroller.texas.gov/taxes/property-tax/exemptions/>

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**Tax Increment
Financing Act**

Board of Directors

Except as provided at Large Municipality below, each district that levies taxes on real property in a reinvestment zone designated by a county or municipality in accordance with the Tax Increment Financing Act, Tax Code Chapter 311, may appoint one member of the reinvestment zone board of directors if the district has approved the payment of all or part of the tax increment produced by the district into the tax increment fund for the zone. A district may waive its right to appoint a director. *Tax Code 311.009(a), (b)*

*Large
Municipality*

In a reinvestment zone designated by a municipality which is wholly or partially located in a county with a population of less than 1.8 million in which the principal municipality has a population of 1.1 million or more, each taxing unit that approves the payment of all or part of its tax increment into the tax increment fund is entitled to appoint a number of members to the board in proportion to the taxing unit's pro rata share of the total anticipated tax increment to be deposited into the tax increment fund during the term of the zone. *Tax Code 311.0091(a)-(c)*

Tax Increments
Amount

The amount of a district's tax increment for a year is the amount of property taxes levied and assessed by the district for that year on the captured appraised value of real property taxable by the district and located in a reinvestment zone or the amount of property taxes levied and collected by the district for that year on the captured appraised value of real property taxable by the district and located in a reinvestment zone. The board of the district shall determine which of the methods is used to calculate the amount of the district's tax increment.

"Captured
Appraised
Value"

The captured appraised value of real property taxable by a district for a year is the total taxable value of all real property taxable by the district and located in a reinvestment zone for that year less the tax increment base of the district.

"Tax Increment
Base"

The tax increment base of a district is the total taxable value of all real property taxable by the district and located in a reinvestment zone for the year in which the zone was designated under Tax Code Chapter 311.

Tax Code 311.012

*Collection and
Deposit*

Each district that taxes real property located in a reinvestment zone shall provide for the collection of its taxes in the zone as for any other property taxed by the district. Each district shall pay into the tax increment fund for the zone an amount equal to the tax increment produced by the district, less the sum of:

1. Property taxes produced from the tax increments that are, by contract executed before the designation of the area as a re-investment zone, required to be paid by the district to another political subdivision; and
2. A portion, not to exceed 15 percent, of the tax increment produced by the district as provided by the reinvestment zone financing plan or a larger portion as provided at Agreement Required below.

Tax Code 311.013(a)–(b)

Notwithstanding any termination of the reinvestment zone and unless otherwise specified by an agreement between the district and the municipality or county that created the zone, a district shall make the required payment not later than the 90th day after the later of the delinquency date for district property taxes or the date the municipality or county that created the zone submits to the district an invoice specifying the tax increment produced by the district and the amount the district is required to pay into the tax increment fund for the zone. A district is not required to pay into a tax increment fund the applicable portion of a tax increment attributable to delinquent taxes until those taxes are collected. *Tax Code 311.013(c), (i)*

A district whose taxable value is reduced under Government Code 403.302(d)(4) (determination of district property values by the comptroller) shall pay into the tax increment fund, in addition to the amount otherwise required to be paid, an amount equal to the amount by which the amount of taxes the district would have been required to pay into the fund in the current year if the district levied taxes at the rate the district levied in 2005 exceeds the amount the district is otherwise required to pay into the fund in the year of the reduction. This additional amount may not exceed the amount the district receives in state aid for the current tax year under Education Code 48.253 (additional state aid for tax increment financing payments). The district shall pay the additional amount after the district receives the state aid to which the district is entitled for the current tax year under Education Code 48.253. *Tax Code 311.013(n)*

*Agreement
Required*

A district is not required to pay into the tax increment fund any of its tax increment produced from property located in a reinvestment zone designated under Tax Code 311.005(a) or in an area added to a reinvestment zone under Tax Code 311.007 unless the district enters into an agreement to do so with the governing body of the municipality or county that designated the zone. *Tax Code 311.013(f)*

A district that participates in a zone is not required to increase the percentage or amount of the tax increment to be contributed by the district because of an amendment to the project plan or reinvestment zone financing plan for the zone unless the board by official action approves the amendment. *Tax Code 311.011(g)*

A district is not required to pay into the tax increment fund any of its tax increment produced from property located in an area added to the reinvestment zone under Tax Code 311.007(a) or (b) unless the board enters into an agreement to do so with the governing body of the municipality or county that created the zone. *Tax Code 311.013(k)*

If the governing body of the municipality or county that designated a reinvestment zone extends the term of all or a portion of the zone, a district is not required to participate in the zone or portion of the zone for the extended term unless the district enters into a written agreement to do so. *Tax Code 311.007(c)*

Notwithstanding the designation of a later termination date under Tax Code 311.017(a), a district that taxes real property located in the reinvestment zone is not required to pay any of its tax increment into the tax increment fund for the zone after the termination date designated in the ordinance or order creating the zone unless the board enters into an agreement to do so with the governing body of the municipality or county that created the zone. *Tax Code 311.017(a-1)*

**Property
Redevelopment and
Tax Abatement Act**

On or after September 1, 2001, a school district may not enter into a tax abatement agreement under Tax Code Chapter 312. *Tax Code 312.002(f)*

**Reinvestment Zone
for Chapter 313**

Notwithstanding any other provision of Tax Code Chapter 312 to the contrary, the board, in the manner required for official action and for purposes of Tax Code Chapter 313, Subchapter B or C [see Texas Economic Development Act below], may designate an area entirely within the territory of the district as a reinvestment zone if the board finds that, as a result of the designation and the granting of a limitation on appraised value, for property located in the reinvestment zone, the designation is reasonably likely to:

1. Contribute to the expansion of primary employment in the reinvestment zone; or
2. Attract major investment in the reinvestment zone that would:
 - a. Be a benefit to property in the reinvestment zone and to the district; and

- b. Contribute to the economic development of the region of this state in which the district is located.

The board may seek the recommendation of the commissioners court of each county and the governing body of each municipality that has territory in the district before designating an area as a reinvestment zone.

Tax Code 312.0025

Texas Economic Development Act

In implementing the Texas Economic Development Act, Tax Code Chapter 313, districts should strictly interpret the criteria and selection guidelines provided by Chapter 313 and approve only those applications for an ad valorem tax benefit that:

1. Enhance the local community;
2. Improve the local public education system;
3. Create high-paying jobs; and
4. Advance the economic development goals of Texas.

Tax Code 313.004(3)

Definitions

Agreement

"Agreement" means the written agreement between the board and the approved applicant on the form adopted by reference in 34 Administrative Code 9.1052 (Forms) to implement a limitation on the appraised value for district maintenance and operations ad valorem property tax purposes on an entity's qualified property, required by Tax Code 313.027(d).

Agreement Holder

"Agreement holder" means an entity that has executed an agreement with a district.

Applicant

"Applicant" means an entity that has applied for a limitation on appraised value for district maintenance and operations ad valorem property tax purposes on the entity's property, as provided by Tax Code Chapter 313.

Application

"Application" means an application for limitation of appraised value for district maintenance and operations ad valorem property tax purposes on an entity's qualified property on the form adopted by reference in 34 Administrative Code 9.1052 (Forms), the schedules attached thereto, and the documentation submitted by an entity for the purpose of obtaining an agreement for a limitation on appraised value from a district.

Application Review Start Date

"Application review start date" means the later date of either the date on which the district issues its written notice that an applicant has submitted a completed application or the date on which the

comptroller issues its written notice that an applicant has submitted a completed application.

Completed Application

"Completed application" means an application in the form and number and containing all the information required pursuant to 34 Administrative Code 9.1053 (Entity Requesting Agreement to Limit Appraised Value), that has been determined by the district and the comptroller to include all minimum requirements for consideration.

Entity

"Entity" means any entity upon which a tax is imposed by Tax Code 171.001, including a combined group as defined by Tax Code 171.0001(7) or members of a combined group, provided, however, an entity does not include a sole proprietorship, partnership, or limited liability partnership.

34 TAC 9.1051(1), (2), (3), (7), (10), (12), (20)

Qualified Investment

"Qualified investment" means:

1. Tangible personal property that is first placed in service in this state during the applicable qualifying time period that begins on or after January 1, 2002, without regard to whether the property is affixed to or incorporated into real property, and that is:
 - a. Described as Section 1245 property by Section 1245(a), Internal Revenue Code of 1986;
 - b. Used in connection with the manufacturing, processing, or fabrication in a cleanroom environment of a semiconductor product, without regard to whether the property is actually located in the cleanroom environment, including integrated systems, fixtures, and piping; all property necessary or adapted to reduce contamination or to control airflow, temperature, humidity, chemical purity, or other environmental conditions or manufacturing tolerances; and production equipment and machinery, moveable cleanroom partitions, and cleanroom lighting;
 - c. Used in connection with the operation of a nuclear electric power generation facility, including property, including pressure vessels, pumps, turbines, generators, and condensers, used to produce nuclear electric power; and property and systems necessary to control radioactive contamination;
 - d. Used in connection with operating an integrated gasification combined cycle electric generation facility, including property used to produce electric power by means of a

combined combustion turbine and steam turbine application using synthetic gas or another product produced by the gasification of coal or another carbon-based feedstock; or property used in handling materials to be used as feedstock for gasification or used in the gasification process to produce synthetic gas or another carbon-based feedstock for use in the production of electric power in the manner described herein;

- e. Used in connection with operating an advanced clean energy project, as defined by Health and Safety Code 382.003; or
2. A building or a permanent, nonremovable component of a building that is built or constructed during the applicable qualifying time period that begins on or after January 1, 2002, and that houses tangible personal property described by items 1a–e above.

Tax Code 313.021(1)

*Qualified
Property*

“Qualified property” means:

- 1. Land:
 - a. That is located in an area designated as a reinvestment zone under Tax Code Chapter 311 or 312 or as an enterprise zone under Government Code Chapter 2303;
 - b. On which a person proposes to construct a new building or erect or affix a new improvement that does not exist before the date the person submits a complete application for a limitation on appraised value under Tax Code Chapter 313, Subchapter B;
 - c. That is not subject to a tax abatement agreement entered into by a district under Tax Code Chapter 312; and
 - d. On which, in connection with the new building or new improvement described by item 1b above, the owner or lessee of, or the holder of another possessory interest in, the land proposes to:
 - (1) Make a qualified investment in an amount equal to at least the minimum amount required by Tax Code 313.023; and
 - (2) Create at least 25 new qualifying jobs, except as provided at Exception below;

2. The new building or other new improvement described by item 1b above; and
3. Tangible personal property:
 - a. That is not subject to a tax abatement agreement entered into by a district under Tax Code Chapter 312;
 - b. For which a sales and use tax refund is not claimed under Tax Code 151.3186; and
 - c. Except for new equipment described in Tax Code 151.318(q) or (q-1), that is first placed in service in the new building, in the newly expanded building, or in or on the new improvement described by item 1b above, or on the land on which that new building or new improvement is located, if the personal property is ancillary and necessary to the business conducted in that new building or in or on that new improvement.

Tax Code 313.021(2); see also 34 TAC 9.1051(16) (additional requirements for "Qualified Property")

Exception

For purposes of Tax Code Chapter 313, Subchapter C, applicable to certain rural districts, a property owner is required to create at least 10 qualifying jobs. *Tax Code 313.051(b)*

Qualifying Job

"Qualifying job" means a permanent full-time job that:

1. Requires at least 1,600 hours of work a year;
2. Is not transferred from one area in this state to another area in this state;
3. Is not created to replace a previous employee;
4. Is covered by a group health benefit plan for which the business offers to pay at least 80 percent of the premiums or other charges assessed for employee-only coverage under the plan, regardless of whether an employee may voluntarily waive the coverage; and
5. Pays at least 110 percent of the county average weekly wage for manufacturing jobs in the county where the job is located.

Tax Code 313.021(3); 34 TAC 9.1051(30)

To be eligible for a limitation on appraised value under Tax Code Chapter 313, the property owner must create the required number of new qualifying jobs and the average weekly wage for all jobs created that are not qualifying jobs must exceed the county average weekly wage for all jobs in the county where the jobs are located. *Tax Code 313.024(d)*

**Waiver of New
Jobs Creation
Requirement**

Notwithstanding any other provision of Tax Code Chapter 313 to the contrary, the board may waive the new jobs creation requirement and approve an application if the board makes a finding that the jobs creation requirement exceeds the industry standard for the number of employees reasonably necessary for the operation of the facility of the property owner that is described in the application. *Tax Code 313.025(f-1)*

**Qualifying Time
Period**

“Qualifying time period” means:

1. The period that begins on the date that a person's application for a limitation on appraised value under Tax Code Chapter 313 is approved by the board and ends on December 31 of the second tax year that begins after that date, except as provided by items 2 and 3 below or Tax Code 313.027(h);
2. In connection with a nuclear electric power generation facility, the first seven tax years that begin on or after the third anniversary of the date the district approves the property owner's application for a limitation on appraised value, unless a shorter time period is agreed to by the board and the property owner; or
3. In connection with an advanced clean energy project, the first five tax years that begin on or after the third anniversary of the date the district approves the property owner's application for a limitation on appraised value, unless a shorter time period is agreed to by the board and the property owner.

Tax Code 313.021(4)

**Substantive
Document**

“Substantive document” means a document or other information or data in electronic media determined by the comptroller to substantially involve or include information or data significant to an application, the evaluation or consideration of an application, or the agreement or implementation of an agreement for limitation of appraised value pursuant to Tax Code Chapter 313. The term includes, but is not limited to, any application requesting a limitation on appraised value and any amendments or supplements, any economic impact evaluation made in connection with an application, any agreement between applicant and the district and any subsequent amendments or assignments, any district written finding or report filed with the comptroller as required under 34 Administrative Code Chapter 9, Subchapter F; and any completed annual eligibility report (Form 50-772A) submitted to the comptroller. The term shall not include any employee names or other personal identifying information that is submitted to the comptroller. Positions can be described by job type, category, or general title. *34 TAC 9.1051(19)*

School District
Categories

For purposes of determining the required minimum amount of a qualified investment and the minimum amount of a limitation on appraised value, districts to which Tax Code Chapter 313, Subchapter B applies are categorized according to the taxable value of property in the district for the preceding tax year under Government Code Chapter 403, Subchapter M (comptroller's study of school district property values), as set out in Tax Code 313.022. *Tax Code 313.022(b); 34 TAC 9.1058(d)*

For purposes of determining the required minimum amount of a qualified investment and the minimum amount of a limitation on appraised value, districts to which Tax Code Chapter 313, Subchapter C applies are categorized according to the taxable value of industrial property in the district for the preceding tax year under Government Code Chapter 403, Subchapter M (comptroller's study of school district property values), as set out in Tax Code 313.052. *Tax Code 313.052; 34 TAC 9.1058(d)*

Minimum Amounts
of Qualified
Investment

For each category of district established by Tax Code 313.022, the minimum amount of a qualified investment is set out in Tax Code 313.023. *Tax Code 313.023*

For each category of district established by Tax Code 313.052, the minimum amount of a qualified investment is set out in Tax Code 313.053. *Tax Code 313.053*

Eligibility

Tax Code Chapter 313, Subchapters B and C apply only to property owned by an entity subject to franchise tax (Tax Code Chapter 171). To be eligible for a limitation on appraised value, the entity must use the property for a purpose stated in Tax Code 313.024.

*Exception for
Wind-Powered
Energy Device*

An owner of a parcel of land that is located wholly or partly in a re-investment zone, a new building constructed on the parcel of land, a new improvement erected or affixed on the parcel of land, or tangible personal property placed in service in the building or improvement or on the parcel of land may not receive a limitation on appraised value for the parcel of land, building, improvement, or tangible personal property under an agreement under Tax Code Chapter 313, Subchapter B that is entered into on or after September 1, 2017, if, on or after that date, a wind-powered energy device is installed or constructed on the same parcel of land at a location that is within 25 nautical miles of the boundaries of a military aviation facility located in this state. This prohibition applies regardless of whether the wind-powered energy device is installed or constructed at a location that is in the reinvestment zone.

Tax Code 313.024

Application for
Limitation on
Appraised Value

The owner or lessee of, or the holder of another possessory interest in, any qualified property may apply to the board for a limitation on the appraised value of the person's qualified property for district maintenance and operations ad valorem tax purposes. An application must be made on the form prescribed by the comptroller, must include the information required by the comptroller, and must be accompanied by:

1. The application fee established by the board;
2. Information sufficient to show that the real and personal property identified in the application as qualified property meets the applicable criteria established by Tax Code 313.021(2); and
3. Any information required by the comptroller for the purposes of Tax Code 313.026 (economic impact evaluation).

Tax Code 313.025(a)

*Required
Contents and
Format*

A completed application shall consist of, at a minimum, the items set forth in 34 Administrative Code 9.1053(a)(1) and shall be provided in the formats specified in 34 Administrative Code 9.1053(a)(2).

*Optional
Requests*

An applicant may include in an application:

1. A request that the district waive the applicable requirement to create new jobs. In order for a completed application to include a job waiver request, the applicant shall submit the information specified in 34 Administrative Code 9.1053(b)(1); or
2. A request to begin the qualifying time period on a date that is after the date that the application is approved. In order for a completed application to include a qualifying time period deferral request, the applicant shall submit the information specified in 34 Administrative Code 9.1053(b)(2).

34 TAC 9.1053(a), (b)

Changes

At the request of the district or the comptroller, or with the prior approval of the district and the comptroller, the applicant may submit an application amendment or application supplement at any time after the submission of the initial application. In order to be considered as part of the application, the application amendment or supplement shall:

1. Be submitted in the same form or schedule and manner as the information was initially submitted or should have been initially submitted;

2. Include a date for the submission and a sequential number identifying the number of submissions made by the applicant;
3. Have the signature of the authorized representative(s) by which the applicant confirms and attests to the truth and accuracy of the information submitted in the application amendment or supplement, as applicable, to the best knowledge and belief of the applicant and its representative(s); and
4. Be submitted before the 120th day after the application was accepted by the district or within another time period as provided in writing by the comptroller.

34 TAC 9.1053(c)

If a district receives an amended application or a supplemental application from an applicant after the district has prepared or sent written notice that the applicant has submitted a completed application, the district shall either:

1. Reject the amended application, supplemental application, or application, in whole or in part, and discontinue consideration of any submission by the applicant;
2. With the written concurrence of the comptroller, consider the completed application, as amended or supplemented, before the 151st day from the application review start date; or
3. Review the documents submitted by the applicant, issue an amended written notice of a completed application, and present the amended application to the board in the manner and time period authorized by 34 Administrative Code 9.1053(c)(5).

34 TAC 9.1054(e) [See Acting on Completed Application, below]

Confidential
Business
Information

Information provided to a district in connection with an application for a limitation on appraised value that describes the specific processes or business activities to be conducted or the specific tangible personal property to be located on real property covered by the application shall be segregated in the application from other information in the application and is confidential and not subject to public disclosure unless the board approves the application. Other information in the custody of a district or the comptroller in connection with the application, including information related to the economic impact of a project or the essential elements of eligibility under Tax Code Chapter 313, such as the nature and amount of the projected investment, employment, wages, and benefits, may not be considered confidential business information if the board agrees to consider the application. Information in the custody of a

district or the comptroller if the board approves the application is not confidential under this provision. *Tax Code 313.028; 34 TAC 9.1055(a)(1)–(4)*

At the time that the applicant submits its application, application amendment, or application supplement, the applicant may request that all or parts of such document not be posted on the internet and not otherwise be publicly released. In order to make such request, the applicant shall:

1. Submit a written request that:
 - a. Specifically lists each document or portion of document and each entry in any form prescribed by the comptroller that the applicant contends is confidential; and
 - b. Identifies specific detailed reasons stating why the applicant believes each item listed should be considered confidential and identifies any relevant legal authority in support of the request;
2. Segregate the documents which are subject to the request from the other documents submitted with the application, application amendment, or application supplement that are not subject to the request; and
3. Adequately designate the documents subject to the request as "confidential."

34 TAC 9.1053(e)

Action on
Application

Initial Review

Within seven days of receipt of each document, the district shall submit to the comptroller a copy of the application and the proposed agreement between the applicant and the district. If the applicant submits an economic analysis of the proposed project, the district shall submit a copy of the analysis to the comptroller. In addition, the district shall submit to the comptroller any subsequent revision of or amendment to any of those documents within seven days of receipt. *Tax Code 313.025(a-1); 34 TAC 9.1054(b)*

Acting on
Completed
Application

If the board by official action elects to consider an application and determines that the application received is a completed application, the district shall:

1. Provide written notice to the applicant and to the comptroller, with a copy to the appraisal district, that the district has received and will be considering a completed application. The notice shall include:
 - a. The date on which the application was received;

- b. The date on which the board elected to consider the application; and
 - c. The date on which the district determined that applicant has submitted a completed application;
 2. At the time the district provides notice of a completed application, deliver to the comptroller:
 - a. A copy of the completed application including all material required by 34 Administrative Code 9.1053(a), and if applicable (b), (Entity Requesting Agreement to Limit Appraised Value); and
 - b. A request to the comptroller to provide an economic impact evaluation;
 3. If the district maintains a generally accessible internet web site, provide a clear and conspicuous link on its web site to the internet web site maintained by the comptroller where substantive documents for the value limitation application for such district are posted;
 4. On request of the comptroller, provide such written documents containing information requested by the comptroller as necessary for the consideration of a limitation on appraised value pursuant to Tax Code Chapter 313 within 20 days of the date of the request.

34 TAC 9.1054(c)(1)-(4)

***Economic Impact
Evaluation and
Certification***

The board is not required to consider an application for a limitation on appraised value. If the board elects to consider an application, the board shall deliver a copy of the application to the comptroller and request that the comptroller conduct an economic impact evaluation of the proposed investment. The comptroller shall conduct or contract with a third person to conduct the economic impact evaluation, which shall be completed and provided to the board, along with the comptroller's certificate or written explanation of the decision not to issue a certificate, as soon as practicable but not later than the 90th day after the date the comptroller receives the application. The board shall provide to the comptroller or to a third person contracted by the comptroller to conduct the economic impact evaluation any requested information. The board shall provide a copy of the economic impact evaluation to the applicant on request. *Tax Code 313.025(b); 34 TAC 9.1055(d)*

Supplemental application information, amended application information, and additional information requested by the comptroller shall be promptly forwarded to the comptroller within 20 days of the

date of the request. On request of the district or applicant, the comptroller may extend the deadline for providing additional information for a period of not more than ten working days. *34 TAC 9.1055(b)(1)(A)-(B)*

After receiving a copy of the application, the comptroller shall determine whether the property meets the requirements for eligibility for a limitation on appraised value. The comptroller shall notify the board of the comptroller's determination and provide the applicant an opportunity for a hearing before the determination becomes final. If the comptroller's determination becomes final, the comptroller is not required to provide an economic impact evaluation of the application or to submit a certificate for a limitation on appraised value of the property or a written explanation of the decision not to issue a certificate, and the board may not grant the application. *Tax Code 313.025(h), (i); 34 TAC 9.1055(b)(3), (c), (d), .1056*

*Effect on
Instructional
Facilities*

The comptroller shall promptly deliver a copy of the application to the Texas Education Agency (TEA). TEA shall determine the effect that the applicant's proposal will have on the number or size of the district's instructional facilities and submit a written report containing TEA's determination to the district. The board shall provide any requested information to TEA. Not later than the 45th day after the date TEA receives the application, TEA shall make the required determination and submit the written report to the board. *Tax Code 313.025(b-1)*

Fees

The board by official action shall establish reasonable nonrefundable application fees to be paid by property owners who apply to the district for a limitation on the appraised value of the person's property. The amount of an application fee must be reasonable and may not exceed the estimated cost to the district of processing and acting on an application, including any cost to the district associated with the required economic impact evaluation. *Tax Code 313.031(b); 34 TAC 9.1054(a)*

The total fee shall be paid at the time the application is submitted to the district. Any fees not accompanying the original application shall be considered supplemental payments. *34 TAC 9.1054(a)*

The comptroller may charge the applicant a fee sufficient to cover the costs of providing the economic impact evaluation. *Tax Code 313.025(b)*

*Supplemental
Payments*

A person and the district may not enter into an agreement under which the person agrees to provide supplemental payments to a district or any other entity on behalf of a district in an amount that exceeds an amount equal to the greater of \$100 per student per

year in average daily attendance or \$50,000 per year, or for a period that exceeds the period beginning with the qualifying time period and ending December 31 of the third tax year after the date the person's eligibility for a limitation under Tax Code Chapter 313 expires. This limit does not apply to amounts described below at item 4 at Contents, Required and item 1 at Contents, Optional. *Tax Code 313.027(i)*

Approval

The board shall approve or disapprove an application not later than the 150th day after the date the application is filed, unless the economic impact evaluation has not been received or an extension is agreed to by the board and the applicant. *Tax Code 313.025(b)*

The board may extend the time period to approve a completed application required only if:

1. Either:
 - a. An economic impact analysis has not been submitted to the district by the comptroller; or
 - b. By agreement with the applicant; and
2. Notice of the extension is provided to the comptroller within seven days of the decision to provide the extension.

34 TAC 9.1054(d)

Before approving or disapproving an application that the board elects to consider, the board must make a written finding as to any criteria considered by the comptroller in conducting the economic impact evaluation under Tax Code 313.026. The board shall deliver a copy of those findings to the applicant.

The board may approve an application only if the board finds that the information in the application is true and correct, finds that the applicant is eligible for the limitation on the appraised value of the person's qualified property, and determines that granting the application is in the best interest of the district and this state.

The board may not approve an application unless the comptroller submits to the board a certificate for a limitation on appraised value of the property.

Tax Code 313.025(d-1), (e), (f)

When presented a completed application for which the comptroller has submitted a certificate for a limitation, the board shall either:

1. By majority vote adopt a written resolution approving the application which shall include:

- a. Written findings:
 - (1) As to each criterion listed in 34 Administrative Code 9.1055(d)(3)(B)–(D) (Comptroller Application Review and Agreement to Limit Appraised Value);
 - (2) As to the criteria required by Tax Code 313.025(f-1) (waiver of new jobs creation requirement) if applicable;
 - (3) That the information in the application is true and correct; and
 - (4) That the applicant is eligible for the limitation on the appraised value of the entity's qualified property;
 - b. A determination that granting the application is in the best interest of the district and this state; and
 - c. Designate and direct a representative of the board to execute the agreement for property tax limitation presented by the approved applicant that complies with 34 Administrative Code Chapter 9, Subchapter F and Tax Code Chapter 313;
2. By majority vote disapprove the application; or
 3. Take no official action and the application shall be considered disapproved on the 151st day after the application review start date.

34 TAC 9.1054(c)(5), (f)

In determining whether to approve an application, the board is entitled to request and receive assistance from the comptroller, the Texas Economic Development and Tourism Office, the Texas Workforce Investment Council, and the Texas Workforce Commission. The Texas Economic Development and Tourism Office or its successor may recommend that a district approve an application under Tax Code Chapter 313. In determining whether to approve an application, the board shall consider any recommendation made by the Texas Economic Development and Tourism Office or its successor. *Tax Code 313.025(c), (g)*

Continued Eligibility

In order to obtain and continue to receive a limitation on appraised value pursuant to Tax Code Chapter 313, an applicant shall:

1. Have a completed application approved by the board in compliance with 34 Administrative Code 9.1054(f) (School District Application Review and Agreement to Limit Appraised Value);

2. At least 30 days prior to the meeting at which the board is scheduled to consider the application, provide to the district and the comptroller a Texas Economic Development Act Agreement, as specified in 34 Administrative Code 9.1052(a)(6), with terms acceptable to the applicant;
3. If the applicant includes a combined group or members of the combined group, have the agreement executed by the authorized representative of each member of the combined group that owns a direct interest in property subject to the proposed agreement by which such members are jointly and severally liable for the performance of the stipulations, provisions, terms, and conditions of the agreement;
4. Comply with all stipulations, provisions, terms, and conditions of the agreement for a limitation on appraised value executed with the district, 34 Administrative Code Chapter 9, Subchapter F, and Tax Code Chapter 313;
5. Be and remain in good standing under the laws of this state and maintain legal status as an entity;
6. Owe no delinquent taxes to the state;
7. Maintain eligibility for limitation on appraised value pursuant to Tax Code Chapter 313;
8. Provide to the district, the comptroller, and the appraisal district any change to information provided in the application, including but not limited to changes of the authorized representative(s); changes to the location and contact information for the approved applicant including all members of the combined group participating in the limitation agreement; and copies of any valid assignments of the agreement and contact information for authorized representative(s) of any assignees; and
9. Within 30 days after filing a completed application with the district, provide the comptroller with estimates of the gross tax benefit resulting from the requested limitation on appraised value for school district maintenance and operations ad valorem tax and future revenues from the qualified property.

34 TAC 9.1053(f)

Agreement

No later than 20 business days after receiving an agreement for limitation on appraised value acceptable to an applicant, the comptroller:

1. Shall review the agreement for compliance with Tax Code Chapter 313 and the applicable rules (34 Administrative Code 9.1051–.1060), and consistency with the application submitted to the comptroller and as amended or supplemented;
2. May amend or withdraw the comptroller certificate for a limitation if the comptroller determines that the agreement as submitted by the applicant does not comply with Tax Code Chapter 313 or the applicable rules or that the agreement contains provisions that are not consistent with or represents information significantly different from that presented in the application as submitted to the comptroller; and
3. Provide written notification to the district of the actions taken.

34 TAC 9.1055(e)

The board and the property owner shall enter into a written agreement for the implementation of the limitation on appraised value on the owner's qualified property. *Tax Code 313.027(d); 34 TAC 9.1054(g), .1060*

*Limitation on
Appraised Value*

If the person's application is approved by the board, the appraised value for district maintenance and operations ad valorem tax purposes of the person's qualified property as described in the agreement between the person and the district may not exceed the lesser of:

1. The market value of the property; or
2. Subject to the minimum limitation amount below, the amount agreed to by the board.

*Minimum
Limitation*

The amount agreed to by the board must be an amount in accordance with Tax Code 313.027(b), according to the category to which the district belongs. [See School District Categories, above] A district, regardless of category, may agree to a greater amount.

Tax Code 313.027(a), (b), (c)

For a district to which Tax Code Chapter 313, Subchapter C applies, the amount agreed to by the board must be an amount in accordance with Tax Code 313.054, according to the category to which the district belongs. [See School District Categories, above] A district, regardless of category, may agree to a greater amount. *Tax Code 313.054*

*Contents
Required*

The agreement must:

1. Provide that the limitation applies for a period of ten years;

2. Specify the beginning date of the limitation, which must be January 1 of the first tax year that begins after the application date, the qualifying time period, or the date commercial operations begin at the site of the project;
3. Describe with specificity the qualified investment that the person will make on or in connection with the person's qualified property that is subject to the limitation; other property of the person that is not specifically described in the agreement is not subject to the limitation unless the board, by official action, provides that the other property is subject to the limitation;
4. Incorporate each relevant provision of Tax Code Chapter 313, Subchapter B, and, to the extent necessary, include provisions for the protection of future district revenues through the adjustment of the minimum valuations, the payment of revenue offsets, and other mechanisms agreed to by the property owner and the district;
5. Require the property owner to maintain a viable presence in the district for at least five years after the date the limitation on appraised value of the owner's property expires;
6. Provide for the termination of the agreement, the recapture of ad valorem tax revenue lost as a result of the agreement if the owner of the property fails to comply with the terms of the agreement, and payment of a penalty or interest, or both, on that recaptured ad valorem tax revenue;
7. Specify the ad valorem tax years covered by the agreement;
8. Be in a form approved by the comptroller; and
9. Disclose any consideration promised in conjunction with the application and the limitation.

Tax Code 313.027(a-1), (e), (f), (j)

Optional

The agreement may:

1. Provide that the property owner will protect the district in the event the district incurs extraordinary education-related expenses related to the project that are not directly funded in state aid formulas, including expenses for the purchase of portable classrooms and the hiring of additional personnel to accommodate a temporary increase in student enrollment attributable to the project.
2. Specify any conditions the occurrence of which will require the district and the property owner to renegotiate all or any part of the agreement.

3. Provide for a deferral of the date on which the qualifying time period for the project is to commence or, subsequent to the date the agreement is entered into, be amended to provide for such a deferral. The agreement may not provide for the deferral of the date on which the qualifying time period is to commence to a date later than January 1 of the fourth tax year that begins after the date the application is approved except that if the agreement is one of a series of agreements related to the same project, the agreement may provide for the deferral of the date on which the qualifying time period is to commence to a date not later than January 1 of the sixth tax year that begins after the date the application is approved.

Tax Code 313.027(f), (h)

If an agreement for limitation on appraised value includes a provision in which the qualifying time period starts more than one year after the date that the application is approved, no earlier than 180 days and no later than 90 days prior to the start of the deferred qualifying time period:

1. The district shall provide the comptroller:
 - a. Copies of any documents or other information received from the applicant; and
 - b. After reviewing documents and information provided by the applicant, either:
 - (1) A written acknowledgment of receiving the application amendment or supplement; or
 - (2) A statement that no such amendment or supplement has been submitted; and
2. If the comptroller provides:
 - a. A comptroller certificate for a limitation with conditions different from the existing agreement, the board shall hold a meeting and determine whether to amend the agreement to include the conditions required by the comptroller or terminate the agreement; or
 - b. A written explanation of the comptroller's decision not to re-issue a certificate, the district shall terminate the agreement.

34 TAC 9.1054(h), .1055(g)

Compliance and
Enforcement

The district shall provide to the comptroller any documents that reasonably appear to be substantive documents, and, within seven

days of executing the agreement, a copy of the executed agreement and any attachments thereto. The district shall provide a copy of the executed agreement to the appraisal district.

The district shall comply with and enforce the stipulations, provisions, terms, and conditions of the agreement for limitation of the appraised value, 34 Administrative Code Chapter 9, Subchapter F, and Tax Code Chapter 313. To determine and obtain compliance with each agreement, for each calendar year during the term of the agreement the district shall require the approved applicant to submit:

1. Either the information necessary to complete the annual eligibility report, or a completed annual eligibility report;
2. A completed job creation compliance report (Form 50-825); and
3. Any information required by the state auditor office or its designee.

34 TAC 9.1054(i)

Disclosure of
Appraised Value
Limitation
Information

If a district maintains a generally accessible internet website, the district shall maintain a link on its internet website to the area of the comptroller's internet website where information on each of the district's agreements to limit appraised value is maintained. *Tax Code 313.0265(c)*

Accessibility of
Documents

Any documents submitted in an electronic format (including searchable pdfs) to the comptroller must comply with the accessibility standards and specifications described in 1 Administrative Code Chapters 206 and 213. *34 TAC 9.1055(a)(5)*

LOCAL REVENUE SOURCES
APPRAISAL DISTRICT

CCH
(LEGAL)

Appraisal Function	The county appraisal district is responsible for appraising property in the appraisal district for ad valorem tax purposes of each taxing unit in the appraisal district. <i>Tax Code 6.01(b)</i>
Restrictions on Employment	An individual may not be employed by an appraisal district if the individual is an officer or employee of a taxing unit that participates in the appraisal district. <i>Tax Code 6.054</i>
Notice of Boundary Change	If a new taxing unit is formed or an existing taxing unit's boundaries are altered, the unit shall notify the appraisal office of the new boundaries within 30 days after the date the unit is formed or its boundaries are altered. <i>Tax Code 6.07</i>
Appraisal District Board of Directors	The appraisal district is governed by a board of directors. Five directors are appointed by the taxing units that participate in the appraisal district as provided by Tax Code 6.03.
Eligibility	<p>To be eligible to serve on the appraisal district board, an individual other than a county assessor-collector serving as a nonvoting director must be a resident of the appraisal district and must have resided in the appraisal district for at least two years immediately preceding the date the individual takes office. An individual who is otherwise eligible to serve on the appraisal district board is not ineligible because of membership on the governing body of a taxing unit.</p> <p>An employee of a taxing unit is not eligible to serve on the appraisal district board unless the employee is also a member of the governing body or an elected official of a taxing unit that participates in the appraisal district.</p> <p><i>Tax Code 6.03(a)</i></p>
Restrictions <i>Nepotism</i>	An individual is ineligible to serve on an appraisal district board if the individual is related within the second degree by consanguinity or affinity, as determined under Government Code Chapter 573 [see DBE], to an individual who is engaged in the business of appraising property for compensation for use in proceedings under Tax Code Title 1 (the Property Tax Code) or of representing property owners for compensation in proceedings under the Property Tax Code in the appraisal district.
<i>Delinquent Taxes</i>	<p>An individual is ineligible to serve on an appraisal district board if the individual owns property on which delinquent taxes have been owed to a taxing unit for more than 60 days after the date the individual knew or should have known of the delinquency unless the delinquent taxes and any penalties and interest are being paid under an installment payment agreement, or a suit to collect the delinquent taxes is deferred or abated.</p> <p><i>Tax Code 6.035(a)</i></p>

LOCAL REVENUE SOURCES
APPRAISAL DISTRICT

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<i>Prior Property Appraiser or Owner Representative</i>	An individual is ineligible to serve on an appraisal district board if the individual has engaged in the business of appraising property for compensation for use in proceedings under the Property Tax Code or of representing property owners for compensation in proceedings under the Property Tax Code in the appraisal district at any time during the preceding three years. <i>Tax Code 6.035(a-1)</i>
<i>Conflict of Interest</i>	<p>An individual is not eligible to be appointed to or to serve on an appraisal district board if the individual or a business entity in which the individual has a substantial interest is a party to a contract with the appraisal district or a taxing unit that participates in the appraisal district, if the contract relates to the performance of an activity governed by the Property Tax Code.</p> <p>A taxing unit may not enter into a contract relating to the performance of an activity governed by the Property Tax Code with a member of the appraisal district board or with a business entity in which an appraisal district board member has a substantial interest.</p> <p>An individual has a substantial interest in a business entity if the combined ownership of the individual and the individual's spouse is at least ten percent of the voting stock or shares of the business entity, or the individual or the individual's spouse is a partner, limited partner, or officer of the business entity.</p> <p>"Business entity" means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, or other entity recognized by law.</p> <p><i>Tax Code 6.036</i></p>
Recall	In accordance with Tax Code 6.033, the governing body of a taxing unit, by resolution filed with the chief appraiser, may call for the recall of a member of the appraisal district board for whom the unit cast any of its votes in the appointment of the appraisal district board. <i>Tax Code 6.033(a)</i>
Budget and Financing	Each year the chief appraiser shall prepare a proposed budget for the operations of the appraisal district for the following tax year as described in Tax Code 6.06(a) and shall submit copies to each taxing unit and the appraisal district board before June 15.
Public Inspection	Each taxing unit shall maintain a copy of the proposed budget for public inspection at its principal administrative office.
Budget Adoption	The appraisal district board shall hold a public hearing to consider the budget. The secretary of the appraisal district board shall deliver to the presiding officer of the governing body of each taxing unit not later than the tenth day before the date of the hearing a

written notice of the date, time, and place fixed for the hearing. The appraisal district board of directors shall complete its hearings, make any amendments to the proposed budget it desires, and finally approve a budget before September 15.

If governing bodies of a majority of the taxing units adopt resolutions disapproving a budget and file them with the secretary of the appraisal district board within 30 days after its adoption, the budget does not take effect, and the appraisal district board shall adopt a new budget within 30 days of the disapproval.

Amendments

The appraisal district board may amend the approved budget at any time, but the secretary of the appraisal district board must deliver a written copy of a proposed amendment to the presiding officer of the governing body of each taxing unit not later than the 30th day before the date the appraisal district board acts on it.

Allocation

Each taxing unit participating in the appraisal district is allocated a portion of the amount of the budget equal to the proportion that the total dollar amount of property taxes imposed in the appraisal district by the unit for the tax year in which the budget proposal is prepared bears to the sum of the total dollar amount of property taxes imposed in the district by each participating unit for that year. Unless the governing body of a unit and the chief appraiser agree to a different method of payment, each taxing unit shall pay its allocation in four equal payments to be made at the end of each calendar quarter, and the first payment shall be made before January 1 of the year in which the budget takes effect.

Tax Code 6.06(a)–(e)

Changes in Method of Financing

The appraisal district board, in accordance with Tax Code 6.061(a), may prescribe a different method of allocating the costs of operating the appraisal district unless the governing body of any taxing unit adopts a resolution opposing the different method, and files it with the appraisal district board before September 1.

The taxing units may adopt a different method of allocating the costs of operating the appraisal district in accordance with Tax Code 6.061.

Tax Code 6.061

Disapproval of Appraisal District Board Actions

If the governing bodies of a majority of the taxing units adopt resolutions disapproving an action, other than adoption of the budget, by the appraisal district board and file them with the secretary of the appraisal district board within 15 days after the action is taken, the action is revoked effective the day after the day on which the required number of resolutions is filed. *Tax Code 6.10*

LOCAL REVENUE SOURCES
APPRAISAL DISTRICT

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Appraisal Review Board

An appraisal review board is established for each appraisal district. This does not preclude the boards of directors of two or more adjoining appraisal districts from providing for the operation of a consolidated appraisal review board by interlocal contract.

Appointment
Counties of Less than 120,000

Members of the appraisal review board are appointed by resolution of a majority of the appraisal district board of directors.

Counties of 120,000 or More

Members of the board are appointed by the local administrative law judge under Government Code Chapter 74, Subchapter D in the county in which the appraisal district is established.

Tax Code 6.41

Eligibility

Appraisal review board members are subject to the eligibility restrictions described in Tax Code 6.412 and the conflict of interest provisions set forth in Tax Code 6.413. *Tax Code 6.412, .413*

Prohibition on Contracts

A school district may not enter into a contract with a member of the appraisal review board established for an appraisal district in which the school district participates or with a business entity in which a member of the appraisal review board has a substantial interest as defined in Tax Code 6.413(d). *Tax Code 6.413(c)*

Auxiliary Appraisal Review Board Members

The appraisal district board by resolution may provide for a number of auxiliary appraisal review board members that the board considers appropriate to hear taxpayer protests before the appraisal review board and to assist the board in performing its duties. *Tax Code 6.414(a)*

Special Appraisal Review Board Panels

An appraisal district board for a district established in a county with a population of one million or more by resolution of a majority of the board's members shall increase the size of the district's appraisal review board to the number of members the board of directors considers appropriate to manage the duties of the appraisal review board, including the duties of each special panel established under Tax Code 6.425. *Tax Code 6.41(b-2)*

The appraisal review board for an appraisal district described above shall establish special panels to conduct protest hearings under Tax Code Chapter 41 relating to property described in Tax Code 6.425(b). *Tax Code 6.425(a)-(b)*

Accounting System

A board must adopt and install a standard school fiscal accounting system that conforms with generally accepted accounting principles. The accounting system must meet at least the minimum requirements prescribed by the commissioner of education, subject to review and comment by the state auditor. *Education Code 44.007(a), (b)*

The rules for financial accounting are described in the official Texas Education Agency (TEA) publication, *Financial Accountability System Resource Guide. 19 TAC 109.1, .41*

Report of Revenues and Expenditures

A record must be kept of all revenues realized and of all expenditures made during the fiscal year for which a budget is adopted. A report of the revenues and expenditures for the preceding fiscal year shall be filed with TEA on or before the date set by the State Board of Education. *Education Code 44.007(c), (d)*

Financial Statement

The board shall prepare an annual financial statement showing for each fund subject to the board's authority during the fiscal year:

1. The total receipts of the fund, itemized by source of revenue, including taxes, assessments, service charges, grants of state money, gifts, or other general sources from which funds are derived;
2. The total disbursements of the fund, itemized by the nature of the expenditure; and
3. The balance in the fund at the close of the fiscal year.

Local Gov't Code 140.005

Publication

The board president shall submit the annual financial statement to a daily, weekly, or biweekly newspaper published within the boundaries of the district. If a daily, weekly, or biweekly newspaper is not published within the boundaries of the district, the financial statement shall be published in a newspaper in each county in which the district or any part of the district is located. If a district is located in more than one county, the financial statement may be published in a newspaper that has general circulation in the district. If a newspaper is not published in the county, the financial statement may be published in a newspaper in an adjoining county.

The statement shall be published in accordance with the accounting method required by TEA not later than the 150th day after the date the fiscal year ends.

Local Gov't Code 140.006

Annual Local Debt Report

A district shall annually compile and report certain financial information ("Annual Local Debt Report") in the manner prescribed by Local Government Code 140.008 and 34 Administrative Code 10.1-6. *Local Gov't Code 140.008(b); 34 TAC 10.2(a)*

The Annual Local Debt Report must include the following financial information:

1. Regarding total authorized debt obligations:
 - a. The amount of all authorized debt obligations;
 - b. The principal of all outstanding debt obligations;
 - c. The combined principal and interest required to pay all outstanding debt obligations on time and in full;
 - d. The amount of all authorized debt obligations secured by property taxes;
 - e. The principal of all outstanding debt obligations secured by property taxes;
 - f. The combined principal and interest required to pay all outstanding debt obligations secured by property taxes on time and in full;
 - g. The amount of all authorized debt obligations secured by property taxes expressed as a per capita amount;
 - h. The principal of all outstanding debt obligations secured by property taxes expressed as a per capita amount;
 - i. The combined principal and interest required to pay all outstanding debt obligations on time and in full for all obligations secured by property taxes expressed as a per capita amount; and
 - j. The current credit rating on total debt obligations given by any nationally recognized credit rating organization.
2. Regarding each authorized debt obligation:
 - a. The principal of each outstanding debt;
 - b. The principal of each outstanding debt obligation secured by property taxes expressed as a per capita amount;
 - c. The combined principal and interest required to pay each outstanding debt obligation on time and in full;

- d. The combined principal and interest required to pay each outstanding debt obligation on time and in full expressed as a per capita amount;
 - e. The issued and unissued amounts, the spent and unspent amounts, the maturity date and the stated purpose for which each debt obligation was authorized; and
 - f. The current credit rating on each debt obligation given by any nationally recognized credit rating organization.
3. Any other information considered relevant or necessary to explain the above required data elements, such as explanations of payment sources for different kinds of debt or projections of per capita amounts of ad valorem taxation-secured obligations as of the last day of the maximum term of the most recent debt obligation issued by the district.

34 TAC 10.2; Local Gov't Code 140.008(b).

Submission to
Comptroller

The comptroller shall provide a location on the comptroller's internet website where a district may submit the financial information described above and any other related information required or requested by the comptroller for the Annual Local Debt Report.

The comptroller shall prescribe the form and manner in which financial information, financial documents, and related information must be submitted under these provisions. These instructions and other information related to local government debt reporting will be provided on the comptroller's internet website.

34 TAC 10.3

Reporting
Requirement

On an annual basis and within 180 days of the end of the most recently completed fiscal year, a district shall, in accordance with the reporting requirements set forth under Local Government Code 140.008, either:

1. Submit an Annual Local Debt Report to the comptroller as described at Submission to Comptroller, above, in the form and in the manner prescribed by the comptroller and, if the district maintains an internet website, continually maintain a link from its website to the location on the comptroller's website where the district's financial information may be viewed; or
2. Post its contact information and the information required in an Annual Local Debt Report on the district's own internet website and make the report available for inspection by any person in accordance with other law.

A district that elects to post a report of its financial information on its own internet website as described in item 2 above shall provide upon request an electronic link to the location on the district's website where the information can be viewed to facilitate compliance with the requirements of this provision and to enable the comptroller to maintain a searchable database of local debt information that is comprehensive, accurate, and complete.

34 TAC 10.4; Local Gov't Code 140.008(c), (d), (f)

Definitions

The phrases, words, and terms used in the foregoing provisions shall have the meanings set out in 34 Administrative Code 10.1, unless the context clearly indicates otherwise. *34 TAC 10.1*

**Financial
Management Report**

Each district is required to report information and financial accountability ratings to parents, taxpayers, and other stakeholders by implementing the reporting procedures below. *19 TAC 109.1001(q)*

**Report
Requirements**

Each district must prepare and distribute an annual financial management report in accordance with 19 Administrative Code 109.1001(q). *19 TAC 109.1001(q)(1)*

The annual financial management report for a district must include:

1. A description of its financial management performance based on a comparison, provided by TEA, of its performance on the indicators established by the commissioner and reflected in 19 Administrative Code 109.1001. The report will contain information that discloses:
 - a. State-established standards; and
 - b. The district's financial management performance under each indicator for the current and previous year's financial accountability ratings [see CFC];
2. Any descriptive information required by the commissioner, including:
 - a. A copy of the superintendent's current employment contract or other written documentation of employment if no contract exists. This must disclose all compensation and benefits paid to the superintendent. The district may publish the superintendent's employment contract on its website instead of publishing it in the annual financial management report;
 - b. A summary schedule for the fiscal year (12-month period) of expenditures paid on behalf of the superintendent and each board member and total reimbursements received by the superintendent and each board member.

This includes transactions on the district's credit card(s), debit card(s), stored-value card(s), and any other similar instrument(s) to cover expenses incurred by the superintendent and each board member. The summary schedule must separately report reimbursements for meals, lodging, transportation, motor fuel, and other items. The summary schedule of total reimbursements should not include reimbursements for supplies and materials that were purchased for the operation of the district;

- c. A summary schedule for the fiscal year of the dollar amount of compensation and fees received by the superintendent from an outside school district or any other outside entity in exchange for professional consulting or other personal services. The schedule must separately report the amount received from each entity;
- d. A summary schedule for the fiscal year of the total dollar amount of gifts that had a total economic value of \$250 or more received by the executive officers and board members.
 - (1) This reporting requirement applies only to:
 - (a) Gifts received by the district's executive officers and board members (and their immediate family as described by Government Code, Chapter 573, Subchapter B, Relationships by Consanguinity or by Affinity) from an outside entity that received payments from the district in the prior fiscal year, and
 - (b) Gifts from competing vendors that were not awarded contracts in the prior fiscal year;
 - (2) This reporting requirement does not apply to reimbursement by an outside entity for travel-related expenses when the purpose of the travel was to investigate matters directly related to an executive officer's or board member's duties or to investigate matters related to attendance at education-related conferences and seminars with the primary purpose of providing continuing education (this exclusion does not apply to trips for entertainment purposes or pleasure trips);
 - (3) This reporting requirement excludes an individual gift or a series of gifts from a single outside entity

that had a total economic value of less than \$250 per executive officer or board member; and

- e. A summary schedule for the fiscal year of the dollar amount received by board members for the total amount of business transactions with the district. This reporting requirement is not to duplicate the items disclosed in the summary schedule of reimbursements received by board members; and

- 3. Any other information the board of the district determines to be useful.

19 TAC 109.1001(q)(3)

Public Hearing

Each district must provide the public with an opportunity to comment on the report at a public hearing. *19 TAC 109.1001(q)(2)*

The board must hold a public hearing on the report within two months after receiving a final financial accountability rating. The public hearing must be held at a location in the district's facilities.

At the hearing, the district must provide the annual financial management report to the attending parents and taxpayers.

19 TAC 109.1001(q)(4), (5); Education Code 39.083(d)

Notice

The board must give notice of the hearing to owners of real property in the geographic boundaries of the district and to parents of district students.

In addition to other notice required by law, the board must provide notice of the hearing:

- 1. To a newspaper of general circulation in the geographic boundaries of the district in one posting prior to holding the public meeting, providing the time and place of the hearing. The notice in the newspaper may not be earlier than 30 days or later than ten days before the date of the hearing. If no newspaper is published in the county in which the district's central administration office is located, then the board must publish the notice in the county nearest to the county seat of the county in which the district's central administration office is located; and
- 2. Through electronic mail to the mass communication media serving the district, including, but not limited to, radio and television.

19 TAC 109.1001(q)(4); Education Code 39.083(d)

ACCOUNTING
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Dissemination	After the hearing, the report shall be disseminated in the district in the manner prescribed by the commissioner. <i>Education Code 39.083(e)</i>
Records Retention	The district must retain the annual financial management report for at least three years after the public hearing and make it available to parents and taxpayers upon request. <i>19 TAC 109.1001(q)(6)</i>
Corrective Action Plan	Each district that received an F rating must file a corrective action plan with TEA, prepared in accordance with instructions from the commissioner, within one month after the district's public hearing. <i>19 TAC 109.1001(q)(7); Education Code 39.0824</i>
Projected Deficit	<p>If the commissioner, based on the indicators adopted under Education Code 39.082 [see CFC], projects a deficit for a district general fund within the following three school years, TEA shall provide the district interim financial reports, including projected revenues and expenditures, to evaluate the district's current budget status.</p> <p>TEA may require a district to submit additional information needed to produce a financial report. If a district fails to provide information requested or if the commissioner determines that the information submitted by a district is unreliable, the commissioner may order the district to acquire professional services under Education Code 39A.902 [see AIC].</p> <p><i>Education Code 39.0823</i></p>

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Annual Audit

The board shall have its district fiscal accounts audited annually at district expense by a certified or public accountant holding a permit from the State Board of Public Accountancy. The audit must be completed following the close of each fiscal year.

The independent audit must meet at least the minimum requirements and be in the format prescribed by the State Board of Education (SBOE), subject to review and comment by the state auditor. The audit shall include an audit of the accuracy of the fiscal information provided by the district through the Public Education Information Management System (PEIMS).

Education Code 44.008(a), (b)

**Audit Requirements
and Procedures**

A district must file with the Texas Education Agency (TEA) an annual financial and compliance report and, if applicable, a state compensatory agreed-upon procedures report. These reports must be audited by an independent auditor, and the audit must be reviewed by TEA, including review of auditors' working papers, in accordance with the *Financial Accountability System Resource Guide (FASRG)* as adopted by reference in 19 Administrative Code 109.41.

The annual financial audit report and state compensatory agreed-upon procedures report are due 150 days after the end of the fiscal year.

*Independent
Auditor*

The district must hire at its own expense an independent auditor to conduct an independent audit of its financial statements and provide an opinion on its annual financial and compliance report.

The independent auditor must:

1. Be associated with a certified public accountancy (CPA) firm that has a current valid license issued by the Texas State Board of Public Accountancy;
2. Be a certified public accountant with a current valid license issued by the Texas State Board of Public Accountancy, as required under Education Code 44.008; and
3. Adhere to the generally accepted auditing standards (GAAS), adopted by the American Institute of CPAs (AICPA), as amended, and the generally accepted government auditing standards (GAGAS), adopted by the U.S. Government Accountability Office, as amended.

The CPA firm must:

1. Be a member of the AICPA Governmental Audit Quality Center (GAQC);

2. Adhere to GAQC's membership requirements; and
3. Collectively have the knowledge, skills, and experience to be competent for the audit being conducted, including thorough knowledge of the government auditing requirements and:
 - a. Texas public school district environment; or
 - b. Public sector; or
 - c. Nonprofit sector.

If at any time the TEA division responsible for financial compliance reviews an audit firm's working papers and finds that the firm or the quality of the work does not meet the required standards, the division may require the district to change its audit firm.

19 TAC 109.23

Financial
Accountability
System Resource
Guide

The rules for financial accounting are described in the official TEA publication *Financial Accountability System Resource Guide*, dated July 2019, which is adopted by reference as TEA's official rule.
19 TAC 109.41

Filing of Report

A copy of the annual audit report, approved by the board, shall be filed with TEA not later than the 150th day after the end of the fiscal year for which the audit was made. If a board declines or refuses to approve its auditor's report, it shall nevertheless file with TEA a copy of the audit report with its statement detailing reasons for failure to approve the report. *Education Code 44.008(d)*

Internet Posting of
Audit

Each district shall maintain an internet website or have access to a generally accessible internet website that may be used for the purposes of this provision. Each district shall post or cause to be posted on the internet website the information required by Tax Code 26.18, including the district's most recent financial audit, in a format prescribed by the comptroller. *Tax Code 26.18* [See CE for other required information that must be posted.]

Note: For information on the efficiency audit required before a district may hold an election to seek voter approval to adopt a maintenance and operations tax rate, see CCG.

Financial Records

Each treasurer receiving or having control of any school fund of any district shall keep a full and separate itemized account with each of the different classes of its school funds coming into the treasurer's hands. The treasurer's records of the district's itemized accounts and records shall be available to audit. *Education Code 44.008(c)*

**Financial
Accountability
Rating System**

TEA will assign a financial accountability rating to each district as required by Education Code 39.082.

TEA will base the financial accountability rating of a district on its overall performance on the financial measurements, ratios, and other indicators established by the commissioner. Financial accountability ratings for a rating year are based on the data from the immediate prior fiscal year.

A financial accountability rating remains in effect until replaced by a subsequent rating.

19 TAC 109.1001(b), (e), (l)

Issuance of Ratings

TEA will issue a preliminary financial accountability rating to a district on or before August 8 of each year. TEA will not delay the issuance of a preliminary or final rating if a district fails to meet the statutory deadline under Education Code 44.008 for submitting the annual financial report (AFR). Instead, the district will receive an F rating for substandard achievement.

Appeals

A district may appeal its preliminary financial accountability rating through the appeals process described at 19 Administrative Code 109.1001(n).

If TEA receives an appeal of a preliminary rating, TEA will issue a final rating to the district no later than 60 days after the deadline for submitting appeals. If TEA does not receive an appeal of a preliminary rating, the preliminary rating automatically becomes a final rating 31 days after issuance of the preliminary rating.

A final rating issued by TEA may not be appealed under Education Code 7.057 or any other law or rule.

19 TAC 109.1001(m)-(o)



**SAFETY PROGRAM/RISK MANAGEMENT
INSPECTIONS**

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**Asbestos Hazard
Emergency
Response Act**

The rules adopted under the Asbestos Hazard Emergency Response Act (AHERA) (15 U.S.C. 2641-2656) require a district to identify asbestos-containing material (ACM) in schools by visually inspecting school buildings for such materials, sampling such materials if they are not assumed to be ACM, and having samples analyzed by appropriate techniques; submit management plans; and implement the plans in a timely fashion. Districts are required to use persons who have been accredited to conduct inspections, re-inspections, develop management plans, or perform response actions. The rule includes recordkeeping requirements.

Delegation

Districts may contractually delegate their duties, but they remain responsible for the proper performance of those duties.

40 C.F.R. 763.80(a)

Duties

A district shall:

1. Ensure that the activities of any persons who perform inspections, re-inspections, and periodic surveillance, develop and update management plans, and develop and implement response actions, including operations and maintenance, are carried out in accordance with 40 C.F.R. 763.80–.99 and appendices (subpart E).
2. Ensure that all custodial and maintenance employees are properly trained as required by subpart E and other applicable federal and/or state regulations (e.g., the Occupational Safety and Health Administration asbestos standard for construction, the Environmental Protection Agency [EPA] worker protection rule, or applicable state regulations).
3. Ensure that workers and building occupants, or their legal guardians, are informed at least once each school year about inspections, response actions, and post-response action activities, including periodic reinspection and surveillance activities that are planned or in progress.
4. Ensure that short-term workers (e.g., telephone repair workers, utility workers, or exterminators) who may come in contact with asbestos in a school are informed of the locations of asbestos-containing building material (ACBM) and suspected ACBM assumed to be ACM.
5. Ensure that warning labels are posted in accordance with 40 C.F.R. 763.95 (see Warning Labels, below).
6. Ensure that management plans are available for inspection, and notification of such availability has been provided as specified in the management plan under 40 C.F.R. 763.93(g).

**SAFETY PROGRAM/RISK MANAGEMENT
INSPECTIONS**

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7. Designate a person to ensure that requirements under 40 C.F.R. 763.84 are properly implemented and ensure that the designated person receives adequate training to perform duties assigned.
8. Consider whether any conflict of interest may arise from the interrelationship among accredited asbestos personnel and whether that should influence the selection of accredited personnel to perform activities under subpart E.

40 C.F.R. 763.84

Management Plan

Each district shall develop an asbestos management plan for each school, including all buildings that they lease, own, or otherwise use as school buildings, and submit the plan to the Texas Department of State Health Services (TDSHS). Each district shall maintain and update its management plan to keep it current with ongoing operations and maintenance, periodic surveillance, inspection, reinspection and response action activities. All provisions required to be included in the management plan shall be retained as part of the management plan, as well as any information that has been revised to bring the plan up-to-date. 40 C.F.R. 763.93(a), (d)

The management plan shall be developed by an accredited management planner and shall include:

1. A list of the name and address of each school building and whether it contains friable ACBM, nonfriable ACBM, and friable and nonfriable suspected ACBM assumed to be ACM.
2. Specific information for each inspection conducted before December 14, 1987.
3. Specific information for each inspection and reinspection conducted under 40 C.F.R. 763.85.
4. The name, address, and telephone number of the person designated under 40 C.F.R. 763.84 to ensure that the duties of the district are carried out, and the course name, and dates and hours of training taken by that person to carry out the duties.
5. The recommendations made to the district regarding response actions, under 40 C.F.R. 763.88(d), the name, signature, state of accreditation of each person making the recommendations, and if applicable, his or her accreditation number.

6. A detailed description of preventive measures and response actions to be taken, including methods to be used, for any friable ACM, the locations where such measures and action will be taken, reasons for selecting the response action or preventive measure, and a schedule for beginning and completing each preventive measure and response action.
7. With respect to the persons who inspected for ACM and who will design or carry out response actions, except for operations and maintenance, a statement regarding the person's accreditation.
8. A detailed description in the form of a blueprint, diagram, or in writing of any ACM or suspected ACM assumed to be ACM that remains in the school once response actions are undertaken pursuant to 40 C.F.R. 763.90. This description shall be updated as response actions are completed.
9. A plan for reinspection under 40 C.F.R. 763.85, a plan for operations and maintenance activities under 40 C.F.R. 763.91, a plan for periodic surveillance under 40 C.F.R. 763.92, a description of the management planner's recommendation regarding additional cleaning under 40 C.F.R. 763.91(c)(2) as part of an operation's maintenance program, and the district's response to that recommendation.
10. A description of steps taken to inform workers and building occupants, or their legal guardians, about inspections, re-inspections, response actions, and post-response action activities, including periodic reinspection and surveillance activities that are planned or in progress.
11. An evaluation of the resources needed to complete response actions successfully and carry out reinspection, operations and maintenance activities, periodic surveillance, and training.
12. With respect to each consultant who contributed to the management plan, the name of the consultant and a statement regarding the person's accreditation.

40 C.F.R. 763.93(e); Occupations Code 1954.101 (License Required for Certain Activities)

Plan Availability

Upon submission of a management plan to TDSHS for review, a district shall keep a copy of the plan in its administrative office. The management plans shall be available, without cost or restriction, for inspection by representatives of EPA and the state, the public, including teachers, other school personnel and their representatives, and parents. The district may charge a reasonable cost to make copies of management plans.

**SAFETY PROGRAM/RISK MANAGEMENT
INSPECTIONS**

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Each school shall maintain in its administrative office a complete, updated copy of the management plan for that school. Management plans shall also be available for inspection, without cost or restriction, to workers before work begins in any area of a school building. The school shall make management plans available for inspection to representatives of EPA and the state, the public, including parents, teachers, and other school personnel and their representatives, within five working days after receiving a request for inspection. The school may charge a reasonable cost to make copies of the management plan.

*Notice of
Availability*

Upon submission of its management plan to TDSHS and at least once each school year, a district shall notify in writing parent, teacher, and employee organizations of the availability of the management plans and shall include in the management plan a description of the steps taken to notify such organizations, and a dated copy of the notification.

40 C.F.R. 763.93(g)

Inspections

Each building leased or acquired to be used as a school building shall be inspected in accordance with 40 C.F.R. 763.85(a)(3) and (4) prior to use as a school building. In the event that emergency use of an uninspected building as a school building is necessitated, such buildings shall be inspected within 30 days after commencement of such use. At least once every three years after a management plan is in effect, each district shall conduct a reinspection of all friable and nonfriable known or assumed ACBM in each school building that they lease, own, or otherwise use as a school building. For each inspection and reinspection, the district shall have an accredited inspector provide a written assessment of all friable known or assumed ACBM in the school building. *40 C.F.R. 763.85, .88*

Response Actions

The district shall select and implement in a timely manner the appropriate response actions in 40 C.F.R. 763.90 consistent with the assessment. The response actions selected shall be sufficient to protect human health and the environment. The district may then select, from the response actions that protect human health and the environment, that action which is the least burdensome method. *40 C.F.R. 763.90(a)*

Periodic
Surveillance

At least once every six months after the management plan is in effect, each district shall conduct periodic surveillance in each building that it leases, owns, or otherwise uses as a school building that contains ACBM or is assumed to contain ACBM. *40 C.F.R. 763.92(b)*

**SAFETY PROGRAM/RISK MANAGEMENT
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Operations and Maintenance Training	The district shall ensure, prior to the implementation of operations and maintenance provisions of the management plan, that all members of the maintenance and custodial staff who may work in a building that contains ACBM receive awareness training of at least two hours, whether or not they are required to work with ACBM. New custodial and maintenance employees shall be trained within 60 days after commencement of employment. Training shall include information specified in 40 C.F.R. 763.92(a)(1)(i)-(v). The district shall ensure that all members of its maintenance and custodial staff who conduct any activities that will result in the disturbance of ACBM shall receive training described above and 14 hours of additional training that includes information specified in 40 C.F.R. 763.92(a)(2)(i)-(iv). 40 C.F.R. 763.92(a)
Warning Labels	The district shall attach a warning label immediately adjacent to any friable and nonfriable ACBM and suspected ACBM assumed to be ACM located in routine maintenance areas at each school building. This shall include friable ACBM that was responded to by a means other than removal and ACBM for which no response action was carried out. All labels shall be prominently displayed in readily visible locations and shall remain posted until the ACBM that is labeled is removed. The warning label shall read, in print which is readily visible because of large size or bright color, as follows: CAUTION: ASBESTOS. HAZARDOUS. DO NOT DISTURB WITHOUT PROPER TRAINING AND EQUIPMENT. 40 C.F.R. 763.95
Texas Asbestos Health Protection Act	A district shall ensure compliance with AHERA for all schools in its jurisdiction. 25 TAC 295.63
Asbestos- Related Activity	An "asbestos-related activity" means the removal, encapsulation, or enclosure of asbestos; the performance of an asbestos survey; the development of an asbestos management plan or response action; the collection or analysis of an asbestos sample; or the performance of another activity for which a license is required under Occupations Code Chapter 1954 (the Texas Asbestos Health Protection Act). <i>Occupations Code 1954.002, .101 (License Required for Certain Activities)</i>
Notice of Certain Activities	A person engaged in removing asbestos from or encapsulating or enclosing asbestos in a public building shall notify TDSHS in writing at least ten days before the date the person begins the removal, encapsulation, or enclosure project according to applicable laws. A person may give the required notice orally if the removal, encapsulation, or enclosure project is of an emergency nature. <i>Occupations Code 1954.252</i>
Responsibility	It is the responsibility of the facility owner and/or operator to notify TDSHS under 25 Administrative Code 295.61. In a public building,

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this task may be delegated to the owner's agent such as a licensed asbestos abatement contractor or consultant and must be delegated in writing. In a demolition where a licensed abatement contractor or consultant is not required, the task may be delegated in writing to the demolition contractor or other agent. The notification must be filed on the form specified by TDSHS. The notification shall have all information completed with no blocks left blank. The facility owner, and the agent to whom the task of notification has been delegated, are jointly and severally responsible for the accuracy and timeliness of the notification. *25 TAC 295.61(b)*

Records

Recordkeeping requirements are set out in 40 U.S.C. 763.94.

**SAFETY PROGRAM/RISK MANAGEMENT
SECURITY PERSONNEL**

**CKE
(LEGAL)**

**School District
Peace Officers,
School Resource
Officers, and
Security Personnel**

The board may employ security personnel, enter into a memorandum of understanding with a local law enforcement agency for the provision of school resource officers, and commission peace officers to carry out Education Code Chapter 37, Subchapter C (Law and Order).

Jurisdiction

The jurisdiction of a peace officer, a school resource officer, or security personnel shall be determined by the board and may include all territory in the boundaries of the district and all property outside the boundaries of the district that is owned, leased, or rented by or otherwise under the control of the district and the board that employ the peace officer or security personnel or that enter into a memorandum of understanding for the provision of a school resource officer.

Education Code 37.081(a)

Duties

The board shall determine the law enforcement duties of peace officers, school resource officers, and security personnel. The duties must be included in:

1. The district improvement plan under Education Code 11.252 [see BQ];
2. The student code of conduct adopted under Education Code 37.001 [see FO];
3. Any memorandum of understanding providing for a school resource officer; and
4. Any other campus or district document describing the role of peace officers, school resource officers, or security personnel in the district.

A district peace officer, a school resource officer, and security personnel shall perform law enforcement duties for the school district that must include protecting the safety and welfare of any person in the jurisdiction of the peace officer, resource officer, or security personnel; and the property of the school district.

In determining the law enforcement duties, the board shall coordinate with district campus behavior coordinators and other district employees to ensure that district peace officers, school resource officers, and security personnel are tasked only with duties related to law enforcement intervention and not tasked with behavioral or administrative duties better addressed by other district employees.

Education Code 37.081(d), (d-1), (d-4)

Prohibited Duties

A district may not assign or require as duties of a district peace officer, a school resource officer, or security personnel:

**SAFETY PROGRAM/RISK MANAGEMENT
SECURITY PERSONNEL**

**CKE
(LEGAL)**

1. Routine student discipline or school administrative tasks; or
2. Contact with students unrelated to the law enforcement duties of the peace officer, resource officer, or security personnel.

This provision does not prohibit a district peace officer, a school resource officer, or security personnel from informal contact with a student unrelated to:

1. The assigned duties of the officer or security personnel; or
2. An incident involving student behavior or law enforcement.

Education Code 37.081(d-2), (d-3)

**Refusal or Removal
from District
Property**

A school resource officer or district peace officer may refuse to allow a person to enter on or may eject a person from property under the district's control in accordance with Education Code 37.105. *Education Code 37.105(a); 19 TAC 103.1207 [See GKA]*

Weapons

If a board authorizes a person employed as security personnel to carry a weapon, the person must be a commissioned peace officer. *Education Code 37.081(a) [See CKEA]*

Training

A district peace officer or school resource officer shall complete an active shooter response training program approved by the Texas Commission on Law Enforcement (TCOLE).

A district that commissions a school district peace officer or at which a school resource officer provides law enforcement shall adopt a policy requiring the officer to complete the education and training program required by Occupations Code 1701.263.

Education Code 37.0812

School district peace officers or school resource officers providing law enforcement services at a district must obtain a school-based law enforcement proficiency certificate within 180 days of the officer's commission or placement in the district or campus of the district. *37 TAC 218.3(d)(5); Occupations Code 1701.263(b)*

**Notice of Exposure
to Communicable
Disease**

A district that employs emergency medical service employees, paramedics, firefighters, law enforcement officers or correctional officers must post the required notice regarding work-related exposure to communicable disease in its workplace to inform employees about Health and Safety Code requirements which may affect qualifying for workers' compensation benefits following a work-related exposure to a reportable communicable disease. *28 TAC 110.108*

Handgun Licensees

A board may promulgate written regulations or written authorization allowing the holder of a handgun license to carry a handgun on school premises pursuant to Penal Code 46.03(a)(1).

A board may appoint a school marshal [see CKEB] and authorize another person to serve under the district's regulations and authorization under Penal Code 46.03(a)(1).

The holder of a handgun license does not commit a criminal offense under Penal Code 46.035 by carrying a handgun in a building where a high school sporting event or interscholastic event is taking place or at an open meeting of the board when the person is lawfully carrying a handgun pursuant to a board's written regulations and authorization.

Att'y Gen. Op. GA-1051 (2014) (citing Education Code 11.151(b))



SECURITY PERSONNEL
COMMISSIONED PEACE OFFICERS

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Note: For general provisions applicable to district security personnel, including district peace officers, see CKE.

Powers and Duties

Code of Criminal
Procedure

Any peace officer commissioned by the board must meet all minimum standards for peace officers established by the Texas Commission on Law Enforcement (TCOLE). *Education Code 37.081(h)*

Officers commissioned by a board are peace officers. *Code of Criminal Procedure 2.12(8)*

It is the duty of every peace officer to preserve the peace within the officer's jurisdiction. To effect this purpose, the officer shall use all lawful means. *Code of Criminal Procedure 2.13(a)*

The peace officer shall perform the duties listed in Code of Criminal Procedure 2.13.

Determined by the
Board

A district peace officer shall perform law enforcement duties for the district as determined by the board. *Education Code 37.081(d), (d-1)* [See CKE(LEGAL)]

The board may authorize any officer commissioned by the board to enforce rules adopted by the board. Education Code Chapter 37, Subchapter D (protection of buildings and grounds) is not intended to restrict the authority of each district to adopt and enforce appropriate rules for the orderly conduct of the district in carrying out its purposes and objectives or the right of separate jurisdiction relating to the conduct of its students and personnel. *Education Code 37.103*

In a peace officer's jurisdiction, a peace officer commissioned by the board:

1. Has the powers, privileges, and immunities of peace officers;
2. May enforce all laws, including municipal ordinances, county ordinances, and state laws;
3. May take a child into custody in accordance with Family Code Chapter 52 [see GRA] or Code of Criminal Procedure 45.058; and
4. May dispose of cases in accordance with Family Code 52.03 or 52.031.

Education Code 37.081(b); Family Code 52.01(a)(3)

The board shall determine the scope of the on-duty and off-duty law enforcement activities of district peace officers. A district must

authorize in writing any off-duty law enforcement activities performed by a district peace officer.

A district peace officer may provide assistance to another law enforcement agency. A district may contract with a political subdivision for the jurisdiction of a district peace officer to include all territory in the jurisdiction of the political subdivision.

Education Code 37.081(c), (e)

Chief of Police

The chief of police of a district police department shall be accountable to the superintendent and shall report to the superintendent. District police officers shall be supervised by the district chief of police or the chief's designee and shall be licensed by TCOLE. *Education Code 37.081(f)*

Oath and Bond

A peace officer assigned to duty and commissioned by a board shall take and file the oath required of peace officers and shall execute and file a bond in the sum of \$1,000, payable to the board, with two or more sureties, conditioned that the peace officer will fairly, impartially, and faithfully perform all the duties that may be required of the peace officer by law. *Education Code 37.081(h)*

**Reporting
Appointment and
Separation**

Before a law enforcement agency may appoint a person licensed or seeking a license as a peace officer, the agency head or designee must comply with the requirements of 37 Administrative Code 217.7(a), including:

1. For a person's initial appointment, submit an appointment application (L1 Form) and receive an approval of the application before the person discharges any duties related to the license sought.
2. For current licensees, submit a Statement of Appointment (L1 Form) within seven days of the appointment.

37 TAC 217.7(a)(9)(B)(vi), (10)

When a person licensed by TCOLE separates from an agency, the agency shall, within 7 business days:

1. Submit a separation report (Form F5) to TCOLE; and
2. Provide a copy to the licensee in a manner prescribed by Occupations Code 1701.452 (Employment Termination Report).

37 TAC 217.7(b)

An agency must retain records kept under these provisions while the person is appointed and for a minimum of five years after the licensee's separation date with that agency. The records must be

maintained under the control of the agency head or designee in a format readily accessible to TCOLE. *37 TAC 217.7(d)*

Memorandum of Understanding

A district police department and the law enforcement agencies with which it has overlapping jurisdiction shall enter into a memorandum of understanding that outlines reasonable communication and coordination efforts between the department and the agencies. *Education Code 37.081(g)*

Body-Worn Cameras

A law enforcement agency that operates a body-worn camera program shall adopt a policy for the use of body-worn cameras that must ensure that a body-worn camera is activated only for a law enforcement purpose and must include guidelines and provisions required by Occupations Code 1701.655(b).

A policy may not require a peace officer to keep a body-worn camera activated for the entire period of the officer's shift.

Before a law enforcement agency may operate a body-worn camera program, the agency must provide training to peace officers who will wear the body-worn cameras and any other personnel who will come into contact with video and audio data obtained from the use of body-worn cameras.

Occupations Code 1701.655, .656

Motor Vehicle Stops

A peace officer who stops a motor vehicle for an alleged violation of a law or ordinance shall report to the law enforcement agency that employs the officer information relating to the stop, including the information required by Code of Criminal Procedure 2.133.

The chief administrator of a law enforcement agency is responsible for auditing these reports to ensure that the race or ethnicity of the person operating the motor vehicle is being reported.

Code of Criminal Procedure 2.133

A law enforcement agency shall compile and analyze the information contained in each report received by the agency. Not later than March 1 of each year, each law enforcement agency shall submit a report containing the incident-based data compiled during the previous calendar year to TCOLE. *Code of Criminal Procedure 2.134*

Civil Penalty

If the chief administrator of a local law enforcement agency intentionally fails to submit the incident-based data as required by Code of Criminal Procedure 2.134, the department is liable to the state for a civil penalty in an amount not to exceed \$5,000 for each violation. *Code of Criminal Procedure 2.1385(a)*

Racial Profiling

A peace officer may not engage in racial profiling. *Code of Criminal Procedure 2.131*

Each law enforcement agency that employs peace officers who make traffic stops in the routine performance of the officer's official duties shall adopt a detailed written policy on racial profiling that complies with Code of Criminal Procedure 2.132(b). *Code of Criminal Procedure 2.132*

Mental Health Crisis or Substance Abuse Issue

A law enforcement agency shall make a good faith effort to divert a person suffering a mental health crisis or suffering from the effects of substance abuse to a proper treatment center in the agency's jurisdiction if:

1. There is an available and appropriate treatment center in the agency's jurisdiction to which the agency may divert the person;
2. It is reasonable to divert the person;
3. The offense that the person is accused of is a misdemeanor, other than a misdemeanor involving violence; and
4. The mental health crisis or substance abuse issue is suspected to be the reason the person committed the alleged offense.

This requirement does not apply to a person who is accused of specified offenses involving intoxication.

Code of Criminal Procedure 16.23

Administration of Epinephrine

A law enforcement agency may acquire and possess epinephrine auto-injectors and a peace officer may possess and administer an epinephrine auto-injector in accordance with Occupations Code Chapter 1701, Subchapter O. *Occupations Code 1701.702(a)* [See FFAC regarding district maintenance and administration of epinephrine auto-injectors.]

Officer-Involved Injury or Death

"Officer-involved injury or death" means an incident during which a peace officer discharges a firearm causing injury or death to another.

Not later than the 30th day after the date of an officer-involved injury or death, the law enforcement agency employing an officer involved in the incident must complete and submit a written or electronic report to the office of the attorney general. The report must include all information required by Code of Criminal Procedure 2.139(b).

Code of Criminal Procedure 2.139

SECURITY PERSONNEL
COMMISSIONED PEACE OFFICERS

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Not later than the 30th day after the date of the occurrence of an incident in which, while a peace officer is performing an official duty, a person who is not a peace officer discharges a firearm and causes injury or death to the officer, the law enforcement agency employing the injured or deceased officer at the time of the incident must complete and submit a written or electronic report to the office of the attorney general. The report must include all information required by Code of Criminal Procedure 2.1395(a). *Code of Criminal Procedure 2.1395(b)*

Failure to Report

A law enforcement agency that fails to submit the required report on or before the seventh day after the date the agency received notice of failure to report from the office of the attorney general, is liable for a civil penalty in the amount of \$1,000 for each day after the seventh day that the agency fails to submit the report. Beginning on the day after the date of receiving notice of failure to report, a law enforcement agency that, in the five-year period preceding the date the agency received the notice, has been liable for a civil penalty is liable for a civil penalty for each day the agency fails to submit the required report in the amount of \$10,000 for the first day and \$1,000 for each additional day that the agency fails to submit the report. *Code of Criminal Procedure 2.13951(b), (c)*

**Complaints Against
Peace Officers**

To be considered by the head of the district's police department, a complaint against a district peace officer must be in writing and signed by the person making the complaint. A copy of the complaint shall be given to the officer within a reasonable time after it is filed. Disciplinary action may not be taken against the officer unless a copy of the signed complaint is given to the officer. The officer may not be indefinitely suspended or terminated based on the subject matter of the complaint unless the complaint is investigated and there is evidence to prove the allegation of misconduct. *Gov't Code 614.021-.023; Colorado County v. Staff, 510 S.W.3d 435 (Tex. 2017); Atty. Gen. Op. GA-251 (2004)*

On the commencement of an investigation by a law enforcement agency of a complaint by an individual who believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual in which a video or audio recording of the occurrence on which the complaint is based was made, the agency shall promptly provide a copy of the recording to the peace officer who is the subject of the complaint on written request by the officer. *Code of Criminal Procedure 2.132(b)(3), (f)*

[See DGBA, FNG, and GF for appeals]

**Legal
Representation**

A district shall provide a district employee who is a peace officer with legal counsel without cost to the employee to defend the em-

ployee against a suit for damages by a party other than a governmental entity if legal counsel is requested by the employee, and the suit involves an official act of the employee within the scope of the employee's authority.

To defend the employee against the suit, the district may provide counsel already employed by it or may employ private counsel.

An employee may recover from a district that fails to provide counsel as required the reasonable attorney's fees incurred in defending the suit if the trier of fact finds that the fees were incurred in defending a suit covered by these provisions and the employee is without fault or that the employee acted with a reasonable good faith belief that the employee's actions were proper.

Local Gov't Code 180.002(b)-(d)

Note: For provisions regarding selection and adoption of instructional materials, see EFA.

Instructional Materials and Technology

Instructional materials selected for use in the public schools shall be furnished without cost to the students attending those schools. Except as provided by Education Code 31.104(d), a district may not charge a student for instructional material or technological equipment purchased by the district with the district's technology and instructional materials allotment. *Education Code 31.001*

Each instructional material, including electronic instructional material only to the extent of any applicable licensing agreement, purchased as provided by Education Code Chapter 31 for a district is the property of the district. *Education Code 31.102(a)-(b)*

Allotment

A district is entitled to an allotment each biennium from the state instructional materials and technology fund for each student enrolled in the district on a date during the last year of the preceding biennium specified by the commissioner of education. The commissioner shall determine the amount of the allotment per student each biennium on the basis of the amount of money available in the state instructional materials and technology fund to fund the allotment. The allotment shall be transferred from the state instructional materials and technology fund to the credit of the district's instructional materials and technology account as provided by Education Code 31.0212. *Education Code 31.0211(a)*

The commissioner shall, as early as practicable during each biennium, notify each district of the estimated amount to which the district will be entitled during the next fiscal biennium. *Education Code 31.0215(a)*

No Appeal

The amount of the allotment determined by the commissioner is final and may not be appealed. *19 TAC 66.1307(d)*

Delayed Publisher Payment Option

A district may requisition and receive state-adopted instructional materials before allotment funds for those materials are available. The total cost of delayed-payment-option materials requisitioned may not exceed 80 percent of the district's expected allotment for the subsequent biennium.

When a district submits a requisition for instructional materials under this provision, the Texas Education Agency (TEA) will expend a district's existing allotment balance before applying the delayed payment option. TEA will make payment for any remaining balance for a district's order as the allotment funds become available and will prioritize payment for requisitions over reimbursement of purchases made directly by a district.

The commissioner shall ensure that publishers of instructional materials are informed of any potential delay in payment and that payment is subject to the availability of appropriated funds. Publishers may decline orders for which payments could be delayed. A publisher's decision to decline an order shall affect all of that publisher's orders for which payments could be delayed. Publishers may not selectively decline individual orders or orders from individual districts. Government Code Chapter 2251 does not apply to requisitions under this provision.

Education Code 31.0215; 19 TAC 66.1312

Allotment
Adjustment

*Change in
Enrollment*

Not later than May 31 of each school year, a district may request that the commissioner adjust the number of students for which the district is entitled to receive an allotment on the grounds that the number of students attending school in the district will increase or decrease during the school year for which the allotment is provided. The commissioner may also adjust the number of students for which a district is entitled to receive an allotment, without a request by the district, if the commissioner determines a different number of students is a more accurate reflection of students who will be attending school in the district. The commissioner's determination is final. *Education Code 31.0211(e)*

*High Enrollment
Growth*

Each year the commissioner shall adjust the instructional materials and technology allotment of districts experiencing high enrollment growth. *Education Code 31.0214(a)*

High-enrollment growth adjustments will be based on the difference between the district's percentage of enrollment growth and that of the state. Enrollment growth calculations will be determined each fiscal year based on fall Texas Student Data Systems Public Education Information Management System (TSDS PEIMS) enrollment data. The amount of the adjustment determined by the commissioner is final and may not be appealed.

If sufficient funds are available, high-enrollment growth adjustments will be granted once each fiscal year. Notwithstanding this, a district that experiences an unexpected growth:

1. Of at least two percent due to a natural or man-made disaster or catastrophic event may apply for additional funding at any time during a fiscal year.
2. In its bilingual population of at least ten percent in any school year may apply for additional bilingual funding at any time during a fiscal year.

Any additional funding will be dependent on the availability of funds.

EQUIPMENT AND SUPPLIES MANAGEMENT
INSTRUCTIONAL MATERIALS CARE AND ACCOUNTING

CMD
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The per-student high-enrollment growth adjustment granted in the second year of a biennium shall not exceed one-half of the per-student amount established as the biennial allotment.

19 TAC 66.1309

Permitted
Expenditures

The allotment may be used to purchase:

1. Materials on the list adopted by the commissioner under Education Code 31.0231;
2. Instructional materials, regardless of whether the instructional materials are on the list adopted under Education Code 31.024;
3. Consumable instructional materials, including workbooks;
4. Instructional materials for use in bilingual education classes, as provided by Education Code 31.029;
5. Instructional materials for use in college preparatory courses under Education Code 28.014, as provided by Education Code 31.031;
6. Supplemental instructional materials, as provided by Education Code 31.035;
7. State-developed open education resource instructional materials, as provided by Education Code Chapter 31, Subchapter B-1;
8. Instructional materials and technological equipment under any continuing contracts of the district in effect on September 1, 2011;
9. Technological equipment necessary to support the use of materials included on the list adopted by the commissioner under Education Code 31.0231 or any instructional materials purchased with an allotment under these provisions; and
10. Inventory software or systems for storing, managing, and accessing instructional materials and analyzing the usage and effectiveness of the instructional materials.

The allotment may be used to pay:

1. For training educational personnel directly involved in student learning in the appropriate use of instructional materials and for providing for access to technological equipment for instructional use; and

EQUIPMENT AND SUPPLIES MANAGEMENT
INSTRUCTIONAL MATERIALS CARE AND ACCOUNTING

CMD
(LEGAL)

2. The salary and other expenses of an employee who provides technical support for the use of technological equipment directly involved in student learning.

Education Code 31.0211(c); 19 TAC 66.1307(f)

Prohibited Expenditures

The allotment may not be used to pay for:

1. Services for installation;
2. The physical conduit that transmits data such as cabling and wiring or electricity;
3. Office and school supplies; or
4. Items that are not directly related to student instruction such as furniture, athletic equipment, extension cords, temporary contractors, or video surveillance equipment;
5. Travel expenses; or
6. Equipment used for moving or storing instructional materials.

19 TAC 66.1307(g)

Certification of Allotment

A district shall annually certify to the commissioner that the district's allotment has been used only for permitted expenses. *Education Code 31.0213*

Priority of Purchase

Each biennium a district shall use the district's allotment to purchase, in the following order:

1. Instructional materials necessary to permit the district to certify that the district has instructional materials that cover all elements of the essential knowledge and skills of the required curriculum, other than physical education, for each grade level.
2. Any other instructional materials or technological equipment as determined by the district.

Education Code 31.0211(d); 19 TAC 66.1307(e)

Instructional Materials and Technology Account

The commissioner shall maintain an instructional materials and technology account for each district. In the first year of each biennium, the commissioner shall deposit the district's allotment in the account. The commissioner shall pay the cost of instructional materials requisitioned by a district under Education Code 31.103 using funds from the district's instructional materials and technology account.

A district may also use funds in the district's account to purchase electronic instructional materials or technological equipment. The

district shall submit to the commissioner a request for funds for this purpose from the district's account in accordance with the commissioner's rules.

Money deposited in a district's instructional materials and technology account during each state fiscal biennium remains in the account and available for use by the district for the entire biennium. At the end of each biennium, a district with unused money in the district's account may carry forward any remaining balance to the next biennium.

Education Code 31.0212

Access to Allotment

The allotment for each biennium will be made available for district use through the state's online instructional material ordering system (EMAT) as early as possible in the fiscal year preceding the beginning of the biennium for which the funds have been appropriated. A district may access its allotment for any upcoming school year upon completion of:

1. Submission to the commissioner certification that:
 - a. The district has instructional materials that cover all the required Texas essential knowledge and skills (TEKS), except those for physical education, as required by Education Code 31.004 [see Certification of Instructional Materials, below]; and
 - b. The district has used its allotment for only the allowable expenditures [see Permitted Expenditures and Certification of Allotment Use, above]; and
2. Preparation by TEA of EMAT for the new school year with the new allotment amounts.

Upon completion of these requirements, a district may access its funds by correctly providing all information required in EMAT.

19 TAC 66.1307(h)-(j)

Online Requisition System (EMAT)

The commissioner shall maintain an online requisition system (EMAT) for districts to requisition instructional materials to be purchased with the district's allotment. *Education Code 31.101(f)*

Delegation of Authority

The board may delegate to an employee the authority to requisition, distribute, and manage the inventory of instructional materials, consistent with Education Code Chapter 31 and rules adopted under that chapter. *Education Code 31.104(a)*

Local Funds

A district may use local funds to purchase any instructional materials in addition to those selected under Education Code Chapter 31. *Education Code 31.106*

EQUIPMENT AND SUPPLIES MANAGEMENT
INSTRUCTIONAL MATERIALS CARE AND ACCOUNTING

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(LEGAL)

**Requisitions, Use,
and Distribution**

A district shall make a requisition for instructional materials using the online requisition program (EMAT) maintained by the commissioner. A district may requisition instructional materials on the State Board of Education (SBOE) instructional materials list for grades above the grade level in which a student is enrolled. *Education Code 31.103(b)–(c)*

Distribution

The board shall distribute printed instructional materials to students in the manner that the board determines is most effective and economical. *Education Code 31.102(c)*

**Supplemental
Instructional
Materials**

A district may requisition supplemental instructional material adopted by the SBOE but not on the instructional material list adopted under Education Code 31.023 only if the district requisitions the supplemental instructional material along with other supplemental instructional materials or instructional materials on the list adopted under Education Code 31.023 that in combination cover each element of the essential knowledge and skills for the course for which the district is requisitioning the supplemental instructional materials. *Education Code 31.035(d)*

**Availability of Open
Education Resource
Instructional
Materials**

A district that selects open education resource instructional material shall requisition a sufficient number of printed copies for use by students unable to access the instructional material electronically unless the district provides to each student:

1. Electronic access to the instructional material at no cost to the student; or
2. Printed copies of the portion of the instructional material that will be used in the course.

Education Code 31.103(d)

Employee Training

The board shall require the employee responsible for ordering instructional materials to complete TEA-developed training in the use of the allotment and the use of the instructional materials ordering system (EMAT). Training shall be completed prior to ordering instructional materials for the first time and again each time the district is notified by TEA that the training has been updated. The district shall maintain documentation of the completion of the required training. *19 TAC 66.107(d)*

**Special Instructional
Materials**

All laws and rules applying to instructional materials provided to students with no disabilities that are not in conflict with Education Code 31.028 or 19 Administrative Code 66.1311 shall apply to the distribution and control of special instructional materials. Special instructional materials include braille, large-print, and audio books and any other formats designed specifically to provide equal access to students with disabilities.

Requisitions for special instructional materials shall be based on actual student enrollment but may include up to two copies per student if necessary to meet individual need.

Special instructional materials are the property of the state. A district is responsible for replacing or reimbursing the state for lost, stolen, or damaged special instructional materials.

For Teachers

Adopted instructional materials needed by a teacher with a print disability to carry out his or her instructional duties shall be furnished in the required format without cost. The materials are to be loaned to the district as long as needed and are to be returned to the state when they are no longer needed.

For Parents

Adopted instructional materials in a specialized format that are requested by a parent with a print disability shall be furnished without cost by the state. Requests for electronic files shall be filled by TEA after the parent signs and TEA receives a statement, through the district, promising that the parent will safeguard the security of the files and observe all current copyright laws, including those that forbid reproduction of the files and their transfer to other parties. All specialized instructional material formats and electronic files that have been provided must be returned to the local school district at the end of the school year.

19 TAC 66.1311

**Bilingual
Instructional
Materials**

A district shall purchase with its allotment or otherwise acquire instructional materials for use in bilingual education classes. The commissioner shall determine the amount of the allotment for bilingual education based on TSDS PEIMS bilingual enrollment data from the fall collection of the school year preceding the first year of each biennium. *Education Code 31.029; 19 TAC 66.1307(c)*

**Certification of
Instructional
Materials**

Prior to the beginning of each school year, a district shall submit to the SBOE and commissioner certification that for each subject in the required curriculum under Education Code 28.002, other than physical education, and each grade level, the district provides each student with instructional materials that cover all elements of the essential knowledge and skills adopted by the SBOE for that subject and grade level. The certification shall be submitted in a format approved by the commissioner and can be based on both state-adopted and non-state-adopted materials.

To determine whether each student has instructional materials that cover all elements of the essential knowledge and skills, a district may consider:

1. Instructional materials adopted by the SBOE;

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2. Materials adopted or purchased by the commissioner under Education Code 31.0231 or Education Code Chapter 31, Subchapter B-1;
3. Open education resource instructional materials submitted by eligible institutions and adopted by the SBOE;
4. Open education resource instructional materials made available by other public schools;
5. Instructional materials developed or purchased by the district; and
6. Open education resource instructional materials and other electronic instructional materials included in the repository under Education Code 31.083.

The certifications shall be ratified by the board in a public, noticed meeting.

Education Code 31.004; 19 TAC 66.105

Ownership

Except as otherwise provided, a student must return all instructional materials to the teacher at the end of the school year or when the student withdraws from school. At the end of the school year for which open education resource instructional material that a district does not intend to use for another student is distributed, the printed copy of the open education resource instructional material becomes the property of the student to whom it is distributed.

This provision does not apply to an electronic copy of open education resource instructional material.

Education Code 31.104(c), (g)–(h); 19 TAC 66.107(b)

Responsibility for Instructional Materials and Equipment

Each student or the student's parent or guardian is responsible for all instructional material and technological equipment not returned in an acceptable condition by the student. A student who fails to return in an acceptable condition all instructional materials and technological equipment forfeits the right to free instructional materials and technological equipment until all instructional materials and technological equipment previously issued but not returned in an acceptable condition are paid for by the student, parent, or guardian.

As provided by board policy, a district may waive or reduce the payment required if the student is from a low-income family. [See FP] The district shall allow the student to use instructional materials and technological equipment at school during each school day.

If instructional materials or technological equipment is not returned in an acceptable condition or paid for, a district may withhold the student's records. A district may not prevent the student from graduating, participating in a graduation ceremony, or receiving a diploma. [See FL and GBA regarding student and parental right to access records; and FD, FFAB, and FL regarding a district's duties to provide records to another district]

The board may not require an employee of the district who acts in good faith to pay for instructional materials or technological equipment that is stolen, misplaced, or not returned by a student. [See DG]

These provisions do not apply to an electronic copy of open education resource instructional material.

Education Code 31.104(d), (e), (h); 19 TAC 66.107(c) [See also EF]

Acceptable
Condition

Printed instructional materials are considered to be in acceptable condition if:

1. The cover, binding, pages, spine, and all integral components of the instructional materials are wholly intact and the instructional materials are fully usable by students; and
2. No component of the instructional materials is soiled, torn, or damaged (whether intentionally or by lack of appropriate care) to the extent that any portion of the content is too disfigured or obscured to be fully accessible to other students.

Electronic instructional materials are considered to be in acceptable condition if:

1. All components or applications that are a part of the electronic instructional materials are returned;
2. The electronic materials perform as they did when they were new;
3. The electronic instructional materials do not contain computer code (e.g., bug, virus, worm, or similar malicious software) that has been designed to self-replicate, damage, change, or otherwise hinder the performance of any computer's memory, file system, or software; and
4. The electronic instructional materials have not been installed with plug-ins, snap-ins, or add-ins without the prior approval of the district.

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Technological equipment is considered to be in acceptable condition if:

1. The equipment is returned with the software and hardware in their original condition unless the district authorized changes; and
2. The physical condition of the equipment is fully usable as it was originally intended to be used.

19 TAC 66.1310

**Lost or Damaged
Instructional
Materials**

A district may order replacements for instructional materials that have been lost or damaged directly from the publisher of the instructional materials or any source for a printed copy of open education resource instructional material. *Education Code 31.104*

Sale or Disposal

The board shall determine how the district will dispose of discontinued printed instructional materials, electronic instructional materials, and technological equipment.

Sale

The board may sell printed instructional materials on the date the instructional material is discontinued for use in the public schools by the SBOE or the commissioner. The board may also sell electronic instructional materials and technological equipment owned by the district.

Use of Proceeds

Any funds received by a district from a sale must be used to purchase instructional materials and technological equipment allowed under Education Code 31.0211.

Disposal

The board may dispose of printed instructional material before the date the instructional material is discontinued for use in the public schools by the SBOE if the board determines that the instructional material is not needed by the district and the board does not reasonably expect that the instructional material will be needed. A district must notify the commissioner of any instructional material the district disposes of under this provision.

Education Code 31.105

Annual Inventory

A district shall conduct an annual physical inventory of all currently adopted instructional materials that have been requisitioned by and delivered to the district. The results of the inventory shall be recorded in the district's files. *19 TAC 66.107(a)*

**Local Handling
Expenses**

School districts shall not be reimbursed from state funds for expenses incurred in local handling of instructional materials. *19 TAC 66.104(d)*

**Texas Department of
Agriculture Authority**

The Texas Department of Agriculture (TDA) administers federal and state nutrition programs, including the National School Lunch Program (NSLP) under 42 U.S.C. Section 1751 et seq., and the School Breakfast Program (SBP) under 42 U.S.C. Section 1773. *Agriculture Code 12.0025*

Note: Regulations applicable to federal nutrition programs are found at the following:

7 C.F.R. 210: National School Lunch Program

7 C.F.R. 215: Special Milk Program for Children

7 C.F.R. 220: School Breakfast Program

7 C.F.R. 225: Summer Food Service Program

7 C.F.R. 245: Free and Reduced Price Eligibility

Program Compliance

TDA shall require that school food authorities (SFAs) comply with the applicable provisions 7 C.F.R. Part 210. TDA shall ensure compliance through audits, administrative reviews, technical assistance, training guidance materials or by other means. *7 C.F.R. 210.19(a)(3)*

[For the definition of "school food authority," see COA(LEGAL).]

**Administrative
Review**

TDA must conduct administrative reviews of all SFAs participating in the NSLP (including the Afterschool Snacks and the Seamless Summer Option) and SBP at least once during a 3-year review cycle, provided that each SFA is reviewed at least once every 4 years.

"Administrative reviews" means the comprehensive off-site and/or on-site evaluation of all SFAs participating in the specified programs. The term administrative review is used to reflect a review of both critical and general areas in accordance with 7 C.F.R. 210.18(g) and (h), as applicable for each reviewed program, and includes other areas of program operations determined by TDA to be important to program performance.

7 C.F.R. 210.18

Note: For recordkeeping and retention information, see TDA's [School Nutrition Program \(SNP\) Records Retention List.](#)¹

**School Nutrition
Professional
Standards**

An SFA that operates the NSLP or the SBP must establish and implement professional standards for school nutrition program directors, managers, and staff. *7 C.F.R. 210.30(a)*

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Minimum Standards for Program Directors	Each SFA must ensure that all newly hired school nutrition program directors meet minimum hiring standards and ensure that all new and existing directors have completed the minimum annual training/education requirements for school nutrition program directors, as set forth in 7 C.F.R. 210.30. <i>7 C.F.R. 210.30(b)</i>
	<hr/> Note: All school nutrition program directors hired on or after July 1, 2015, must meet the required minimum educational requirements based on student enrollment. See <i>Summary of School Nutrition Program Director Professional Standards by Local Educational Agency Size chart, 7 C.F.R. 210.30(b)(2)</i> .
Exempt Fundraisers	Schools that participate in the NSLP or SBP may sell food and beverages that do not meet nutritional standards outlined in 7 C.F.R. Parts 210 and 220 as part of a fundraiser, during the school day, for up to six days per school year on each school campus, provided that no specially exempted fundraiser foods or beverages may be sold in competition with school meals in the food service area during the meal service. <i>4 TAC 26.2</i>
Definitions	"School day" means the midnight before, to 30 minutes after the end of the official school day. "School campus" means all areas of the property under the jurisdiction of the school that are accessible to students during the school day. <i>4 TAC 26.1</i>
Unpaid Meal Charges State Law	The board of a district that allows students to use a prepaid meal card or account to purchase meals served at schools in the district shall adopt a grace period policy regarding the use of the cards or accounts. The policy: <ol style="list-style-type: none">1. Must allow a student whose meal card or account balance is exhausted or insufficient to continue, for a period determined by the board, to purchase meals by:<ol style="list-style-type: none">a. Accumulating a negative balance on the student's card or account; orb. Otherwise receiving an extension of credit from the district;2. Must require the district to notify the parent of or person standing in parental relation to the student that the student's meal card or account balance is exhausted;

3. May not permit the district to charge a fee or interest in connection with meals purchased under item 1, above; and
4. May permit the district to set a schedule for repayment on the account balance as part of the notice to the parent or person standing in parental relation to the student.

Education Code 33.908

Federal Law

An SFA operating a NSLP and/or SBP must:

1. Have a written and clearly communicated meal charge policy in order to ensure a consistent and transparent approach to the issue of how students who pay the full or reduced price cost of a reimbursable meal are impacted by having insufficient funds on hand or in their account to purchase a meal.
2. Include policies regarding the collection of delinquent meal charge debt in the written meal charge policy.
3. Ensure that the policy is provided in writing to all households at the start of each school year and to households that transfer to the school during the school year.
4. Provide the meal charge policy to all school or SFA-level staff responsible for policy enforcement, including school food service professionals responsible for collecting payment for meals at the point of service, staff involved in notifying families of low or negative balances, and staff involved in enforcing any other aspects of the meal charge policy.

Excerpts from USDA Memo SP 46-2016, Unpaid Meal Charges: Local Meal Charge Policies² (July 8, 2016)

Lauren's Law

A district may not adopt any rule, policy, or program under Education Code 28.002(a), (k), (l), (l-1), or (l-2) that would prohibit a parent or grandparent of a student from providing any food product of the parent's or grandparent's choice to:

1. Children in the classroom of the child on the occasion of the child's birthday; or
2. Children at a school-designated function.

Education Code 28.002(l-3)(2)

Donation of Food

A district may allow a campus to donate food to a nonprofit organization through an official of the nonprofit organization who is affiliated with the campus, including a teacher, counselor, or parent of a student enrolled at the campus. The donated food may be received, stored, and distributed on the campus. Food donated by the campus may include:

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1. Surplus food prepared for breakfast, lunch, or dinner meals or a snack to be served at the campus cafeteria, subject to any applicable local, state, and federal requirements; or
2. Food donated to the campus as the result of a food drive or similar event.

The type of food donated may include packaged and unpackaged unserved food, packaged served food if the packaging is in good condition, whole uncut produce, wrapped raw produce, and unpeeled fruit required to be peeled before consumption.

Food donated to a nonprofit may be distributed at the campus at any time. Campus employees may assist in preparing and distributing as volunteers of the nonprofit organization.

A district may adopt a policy under which the district provides food at no cost to a student for breakfast, lunch, or dinner meals or a snack if the student is unable to purchase such meals or snack.

Education Code 33.907

¹ TDA's School Nutrition Program (SNP) Records Retention List:
http://www.squaremeals.org/Portals/8/FND%20Forms/Program%20Forms/SNP_RecordsList_List_V001_200423.pdf

² USDA Memo *Unpaid Meal Charges: Local Meal Charge Policies*:
<https://fns-prod.azureedge.net/sites/default/files/cn/SP46-2016os.pdf>

**Next Generation
Technology**

A district, in the administration of the district, shall consider using next generation technologies, including cryptocurrency, blockchain technology, and artificial intelligence. *Gov't Code 2054.601*

**Children's Internet
Protection Act**

"Harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

Definitions

Harmful to Minors

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

47 U.S.C. 254(h)(7)(G); 20 U.S.C. 7131(e)(6)

*Technology
Protection
Measure*

"Technology protection measure" means a specific technology that blocks or filters internet access to the material covered by a certification described at Certifications to the FCC, below, to which such certification relates. *47 U.S.C. 254(h)(7)(I)*

Universal Service
Discounts (E-Rate)

An elementary or secondary school having computers with internet access may not receive universal service discount rates unless the district submits to the FCC the certifications described below at Certifications to the FCC and a certification that an internet safety policy has been adopted and implemented as described at Internet Safety Policy, below, and ensures the use of computers with internet access in accordance with the certifications. *47 U.S.C. 254(h)(5)(A); 47 C.F.R. 54.520*

*Certifications to
the FCC*

A district that receives discounts for internet access and internal connections services under the federal universal service support mechanism for schools must make certifications in accordance with *47 C.F.R. 54.520(c)* each funding year. A district that only receives discounts for telecommunications services is not subject to the certification requirements, but must indicate that it only receives discounts for telecommunications services. *47 C.F.R. 54.520(b)*

With Respect to
Minors

A certification under *47 U.S.C. 254(h)(5)(B)* is a certification that the district is:

1. Enforcing a policy of internet safety for minors that includes monitoring their online activities and the operation of a tech-

nology protection measure with respect to any of its computers with internet access that protects against access through such computers to visual depictions that are obscene, child pornography, or harmful to minors;

2. Enforcing the operation of such technology protection measure during any use of such computers by minors; and
3. Educating minors, as part of its internet safety policy, about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

47 U.S.C. 254(h)(5)(B); 47 C.F.R. 54.520(c)(1)

*With Respect to
Adults*

A certification under 47 U.S.C. 254(h)(5)(C) is a certification that the district is:

1. Enforcing a policy of internet safety that includes the operation of a technology protection measure with respect to any of its computers with internet access that protects against access through such computers to visual depictions that are obscene or child pornography; and
2. Enforcing the operation of such technology protection measure during any use of such computers.

47 U.S.C. 254(h)(5)(C); 47 C.F.R. 54.520(c)(1)

*Disabling for
Adults*

An administrator, supervisor, or other person authorized by the district may disable the technology protection measure during use by an adult to enable access for bona fide research or other lawful purpose. *47 U.S.C. 254(h)(5)(D)*

*Internet Safety
Policy*

A district shall adopt and implement an internet safety policy that addresses:

1. Access by minors to inappropriate matter on the internet and the World Wide Web;
2. The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications;
3. Unauthorized access, including "hacking," and other unlawful activities by minors online;
4. Unauthorized disclosure, use, and dissemination of personal identification information regarding minors; and

5. Measures designed to restrict minors' access to materials harmful to minors.

47 U.S.C. 254(l); 47 C.F.R. 54.520(c)(1)(ii)

Public Hearing

A district shall provide reasonable public notice and hold at least one public hearing or meeting to address the proposed internet safety policy. *47 U.S.C. 254(h)(5)(A)(iii), (l)(1)(B)*

Inappropriate for Minors

A determination regarding what matter is inappropriate for minors shall be made by the board or designee. *47 U.S.C. 254(l)(2)*

Noncompliance

A district that knowingly fails to submit required certifications shall not be eligible for discount services under the federal universal service support mechanism for schools until such certifications are submitted.

A district that knowingly fails to ensure the use of computers in accordance with the required certifications must reimburse any funds and discounts received under the federal universal service support mechanism for schools for the period in which there was noncompliance.

47 C.F.R. 54.520(d), (e); 47 U.S.C. 254(h)(5)(F)

ESEA Funding

No federal funds made available under Title IV, Part A of the ESEA for an elementary or secondary school that does not receive universal service discount rates may be used to purchase computers used to access the internet, or to pay for direct costs associated with accessing the internet unless a district:

1. Has in place a policy of internet safety for minors that includes the operation of a technology protection measure that protects against access to visual depictions that are obscene, child pornography, or harmful to minors; and enforces the operation of the technology protection measure during any use by minors of its computers with internet access; and
2. Has in place a policy of internet safety that includes the operation of a technology protection measure that protects against access to visual depictions that are obscene or child pornography; and enforces the operation of the technology protection measure during any use of its computers with internet access.

An administrator, supervisor, or other person authorized by the district may disable the technology protection measure to enable access for bona fide research or other lawful purposes.

<i>Certification to DOE</i>	<p>A district shall certify its compliance with these requirements during each annual program application cycle under the ESEA.</p> <p><i>20 U.S.C. 7131</i></p>
Uniform Electronic Transactions Act (UETA)	<p>The UETA (Business and Commerce Code Chapter 322) applies to electronic records and electronic signatures relating to a transaction. <i>Business and Commerce Code 322.003(a)</i></p> <p>The UETA applies only to transactions between parties each of which has agreed to conduct transactions by electronic means. The UETA does not require a record or signature to be created, generated, sent, communicated, received, stored, or otherwise processed or used by electronic means or in electronic form. A party that agrees to conduct a transaction by electronic means may refuse to conduct other transactions by electronic means. This right may not be waived by agreement. <i>Business and Commerce Code 322.005(a)-(c)</i></p> <p>Except as otherwise provided in Business and Commerce Code 322.012(f), the UETA does not require a district to use or permit the use of electronic records or electronic signatures. <i>Business and Commerce Code 322.017(c)</i></p>
Records Retention	<p>If a law requires that a record be retained, the requirement is satisfied by retaining an electronic record of the information in the record which:</p> <ol style="list-style-type: none">1. Accurately reflects the information set forth in the record after it was first generated in its final form as an electronic record or otherwise; and2. Remains accessible for later reference. <p>A record retained as an electronic record in accordance with the provisions above satisfies a law requiring a person to retain a record for evidentiary, audit, or like purposes, unless a law enacted after January 1, 2002, specifically prohibits the use of an electronic record for the specified purpose.</p> <p><i>Business and Commerce Code 322.012(a), (f)</i></p> <p>[For more information on records management, see CPC.]</p>
Definitions	<p>"Electronic record" means a record created, generated, sent, communicated, received, or stored by electronic means.</p> <p>"Electronic signature" means an electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.</p>

"Transaction" means an action or set of actions occurring between two or more persons relating to the conduct of business, commercial, or governmental affairs.

Business and Commerce Code 322.002(7), (8), (15)

Digital Signature

A digital signature may be used to authenticate a written electronic communication sent to a district if it complies with rules adopted by the board. Before adopting the rules, the board shall consider the rules adopted by the Department of Information Resources (DIR) and, to the extent possible and practicable, make the board's rules consistent with DIR rules. *Gov't Code 2054.060(b); 1 TAC 203*

"Digital signature" means an electronic identifier intended by the person using it to have the same force and effect as the use of a manual signature. *Gov't Code 2054.060(e)(1)*

Interception of Communications

For information on the unlawful interception, use, or disclosure of communications, see the Electronic Communications Privacy Act (18 USC 2510–2523 [federal wiretap act] and 2701–2713 [Stored Communications Act]) and Penal Code 16.02 (state wiretap law) and 16.04 (Unlawful Access to Stored Communications).



TECHNOLOGY RESOURCES
DISTRICT, CAMPUS, AND CLASSROOM WEBSITES

CQA
(LEGAL)

**Information Required
on Website**

A district that at any time on or after January 1, 2019, maintained a publicly accessible internet website shall post on a publicly accessible website the following information:

1. The district's contact information, including a mailing address, telephone number, and email address;
2. Each member of the board;
3. The date and location of the next election for board members [see BB series];
4. The requirements and deadline for filing for candidacy of board member, which shall be continuously posted for at least one year before the election day for the office [see BB series];
5. Each notice of a meeting of the board under the Open Meetings Act (Government Code Chapter 551, Subchapter C) [see BE]; and
6. Each record of a meeting of the board under Government Code 551.021 [see BE].

Items 5 and 6 above do not apply to a district with a population of less than 5,000 in the district's boundaries and located in a county with a population of less than 25,000.

Gov't Code 2051.151–.152

Trustee Information

Each district that maintains an internet website shall post on the website the name, email address, and term of office, including the date the term began and the date the term expires, of each member of the district's board of trustees. If a district does not maintain an internet website, the district shall submit the information required above to the Texas Education Agency (TEA). On receipt of the district's information, TEA shall post the information on TEA's internet website.

Each time there is a change in the membership of a district's board, the district shall update the information required above and, as applicable post the updated information on the district's internet website or submit the updated information to TEA for posting on TEA's internet website.

Education Code 11.1518

Note: The following is an index of website posting requirements that are addressed in the legal reference material of the policy manual. The list is not all-inclusive. The list does not address postings that are required in response to a specific incident or postings required under special circumstances.

**Other Required
Internet Postings**

The following posting requirements apply to a district that maintains an internet website:

1. A board may not vote on adoption of a proposed local innovation plan unless the final version of the proposed plan has been available on the district website for at least 30 days, under Education Code 12A.005(a)(1) and 19 Administrative Code 102.1307(a)(1). [See AF]
2. A district designated as a district of innovation shall ensure that a copy of its current local innovation plan is available to the public by posting and maintaining the plan in a prominent location on the district's website, under Education Code 12A.0071(a) and 19 Administrative Code 102.1305(e), .1307(f). [See AF]
3. Not later than 30 days after an accreditation status of accredited-warned, accredited-probation, or not accredited-revoked is assigned, a district must post notice on the home page of its website with a link to the required notification under 19 Administrative Code 97.1055(f), and maintain this until the district is assigned the accredited status. [See AIA]
4. A board shall disseminate its Texas Academic Performance Report (TAPR) by posting it on the district website under 19 Administrative Code 61.1022(f). [See AIB]
5. Not later than the tenth day after the first day of instruction of each school year, a district shall make available each campus report card, the district's performance report, the district's accreditation status and performance rating, and a definition and explanation of each accreditation status, under Education Code 39.362. [See AIB]
6. A district shall post its annual federal report card under 20 U.S.C. 6311(h)(2). [See AIB]
7. A campus intervention team must notify the public of the meeting for input for the development of a targeted improve-

- ment plan fifteen days prior to the meeting by way of the district and campus website, under 19 Administrative Code 97.1061(d)(3)(A)(ii) and Education Code 39A.056. [See AIC]
8. A district shall post a targeted improvement plan for a campus assigned an unacceptable performance rating on its website before the board hearing on the plan under Education Code 39A.057(b). [See AIC]
 9. A district shall notify stakeholders of their ability to review the completed campus turnaround plan and post the completed plan on the district website at least 30 days before the final plan is submitted to the board of trustees, under 19 Administrative Code 97.1064(e). [See AIC]
 10. A district shall post an election notice required under Election Code 85.007. [See BBBA]
 11. Each day early voting is conducted, the district shall post the branch daily register under Election Code 85.072. [See BBBA]
 12. A district shall post early voting rosters under Election Code 87.121. [See BBBA]
 13. A district shall post the minutes of the last regular board meeting held before an election of trustees if the minutes reflect that a trustee is deficient in meeting the trustee's training requirement, under Education Code 11.159(b) and 19 Administrative Code 61.1(j). [See BBD]
 14. A district that is located wholly or partly in a municipality with a population of more than 500,000 and with a student enrollment of more than 15,000 shall post a report filed pursuant to Election Code Chapter 254 by a board member, a candidate for membership on the board, or a specific-purpose committee for supporting, opposing, or assisting a candidate or member of a board under Election Code 254.04011. [See BBBC]
 15. A district shall provide access to the conflicts disclosure statements and questionnaires under Local Government Code 176.009. [See BBFA, CHE]
 16. A district shall post the statements regarding activities to support and promote student health under Education Code 28.004. [See BDF]
 17. A board must post notice of a board meeting and, if the district contains all or part of the area within the corporate boundaries of a municipality with a population of 48,000 or more, the

board must also post the agenda for a board meeting under Government Code 551.056. [See BE]

18. A district that has a student enrollment of 10,000 or more shall post the archived recording, or a link thereto, of its meetings under Government Code 551.128(b-1). [See BE]
19. A district conducting a bond election shall post the election order, the election notice, the contents of the proposition, and any sample ballot under Election Code 4.003(f). [See CCA]
20. A district conducting a bond election shall post the voter information document beginning not later than the 21st day before election day and ending on the day after the election, under Government Code 1251.052(d). [See CCA]
21. A district issuing capital appreciation bonds shall post the information required by Government Code 1201.0245. [See CCA]
22. Not later than 30 days before the date of an election to approve a tax rate, a district must post the results of an efficiency audit under Education Code 11.184. [See CCG]
23. A district shall include on the home page of its website the prescribed statement if the district increases the amount of taxes to fund maintenance and operation expenditures under Tax Code 26.05(b). [See CCG]
24. A district shall post a summary of its proposed budget concurrently with publication of the proposed budget under Education Code 44.0041. [See CE]
25. In the format prescribed by the comptroller, a district shall post or cause to be posted tax rate and budget information under Tax Code 26.18. [See CE]
26. A district shall maintain its adopted budget on the district's website until the third anniversary of the date the budget was adopted, under Education Code 44.0051. [See CE]
27. A district shall continuously post its contact information and Annual Local Debt Report under Local Government Code 140.008 and 34 Administrative Code 10.1-.6 on its website until the district posts the next annual report, or, as an alternative, the district may continually maintain a link to the comptroller's website where the district's financial information may be viewed. [See CFA]

TECHNOLOGY RESOURCES
DISTRICT, CAMPUS, AND CLASSROOM WEBSITES

CQA
(LEGAL)

28. A district that does not participate in the uniform group health insurance program (TRS ActiveCare) shall post its comparability report, together with the policy or contract for the group health coverage plan, under Education Code 22.004(d). [See CRD]
29. A district that is a service provider seeking to limit liability under the Digital Millennium Copyright Act must post information regarding its designated agent under 17 U.S.C. 512(c)(2). [See CY]
30. A district shall post the board's employment policies under Education Code 21.204(d). [See DCB]
31. The board shall adopt and post on the district's website early childhood literacy and mathematics plans that set specific annual goals under Education Code 11.185. [See EA]
32. The board shall post on the district's website and on the website, if any, of each campus the annual report of progress toward the goals set under the early childhood literacy and mathematics plans under Education Code 11.185. [See EA]
33. The board shall post on the district's website and on the website, if any, of each campus the annual report of progress toward the goals set under the college, career, and military readiness plans under Education Code 11.186. [See EA]
34. A district shall post the transition and employment guide for students enrolled in special education programs and their parents in order to provide information on statewide services and programs that assist in the transition to life outside the public school system, under Education Code 29.0112. [See EHBAD]
35. A district shall make available on the district or campus website by November 1 of each school year a family engagement plan to assist the district in achieving and maintaining high levels of family involvement and positive family attitudes toward education, under 19 Administrative Code 102.1003(e). [See EHBG]
36. Annually, a district shall post any agreement between the district and a public institution of higher education to provide a dual credit program, under Education Code 28.009(b-2). [See EHDD]
37. A district shall publish information from TEA under Education Code 28.02121 explaining the advantages of the distinguished level of achievement and each endorsement. [See EIF]

38. A district shall post the date the PSAT/NMSQT will be administered and the date any college advanced placement tests will be administered, under Education Code 29.916. [See EK]
39. A district that receives funds under Title 1, Part A shall post on its website and the website of each campus for each grade served, information on each assessment required by the state to comply with 20 U.S.C. 6311, other assessments required by the state, and assessments required district-wide, under 20 U.S.C. 6312(e)(2)(B). [See EKB]
40. A district shall post information regarding local programs and services, including charitable programs and services, available to assist students who are homeless, under Education Code 33.906. [See FDC]
41. A district shall prominently post information about required and recommended immunizations and procedures for claiming an exemption from immunization requirements under Education Code 38.019. [See FFAB]
42. Each school year, the board shall post a summary of the Guidelines for the Care of Students With Food Allergies At-Risk for Anaphylaxis¹ on the district's website with instructions for obtaining access to the complete guidelines document, under Education Code 38.0151. [See FFAF]
43. A district must prominently display the contact information required to be listed for the Title IX Coordinator and policy on its website, if any, under 34 C.F.R. 106.8(b). [See FFH]
44. A district must make all materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process publicly available on its website, if any, under 34 C.F.R. 106.45(b)(10)(i)(D). [See FFH]
45. To the extent practicable, a district must post the procedure for reporting bullying established by the district's bullying policy, under Education Code 37.0832(e). [See FFI]
46. A district shall post on its website, for each district campus, the email address and dedicated phone number of the campus behavior coordinator under Education Code 26.015. [See FO]
47. If the board designates a method for making a written request for public information, other than mail, email, or hand-delivery, the board must include a statement that a request may be made by that method on its website under Government Code

552.234(b) unless the statement is on the sign required by Government Code 552.205. [See GBAA]

48. A board that allows requestors to use the public information request form created by the attorney general must post the form on the district website under Government Code 552.235. [See GBAA]
49. A district shall post on its website and each campus shall post on any campus website a notice regarding the district's ability to refuse entry or eject certain persons under Education Code 37.105 and 19 Administrative Code 103.1207(g), including the appeal process. [See GKA]

Optional Internet Postings

A district that maintains an internet website has the following options:

1. A board may broadcast an open meeting over the internet, under Government Code 551.128. [See BE]
2. A district may publish the superintendent's employment contract on the district's website instead of publishing it in the annual financial management report under 19 Administrative Code 109.1001(q)(3)(B)(i). [See CFA]
3. Notice of a vacant position for which a certificate or license is required may be provided by posting the position on the district's internet website, rather than on a bulletin board, under Education Code 11.1513. [See DC]
4. A district may place on its internet website a current copy of the procedural safeguards notice regarding special education and related services, under 34 C.F.R. 300.504(b). [See EHBAE]
5. A district may provide the annual notice to the parent of each student enrolled in grade 9 or above of the availability of programs under which a student may earn college credit, under Education Code 28.010. [See EHDD]
6. A board may post a mailing address and email address designated for receiving written requests for public information on its website under Government Code 552.234(d). [See GBAA]

Geospatial Data Products

"Geospatial data product" means a document, computer file, or internet website that contains geospatial data; a map; or information about a service involving geospatial data or a map. *Gov't Code 2051.101(1)*

Notice

A district shall include a notice on each geospatial data product that:

1. Is created or hosted by the district;
2. Appears to represent property boundaries; and
3. Was not produced using information from an on-the-ground survey conducted by or under the supervision of a registered professional land surveyor or land surveyor authorized to perform surveys under laws in effect when the survey was conducted.

The notice must be in substantially the following form: "This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries."

The notice may include language further defining the limits of liability of a geospatial data product producer; apply to a geospatial data product that contains more than one map; or for a notice that applies to a geospatial data product that is or is on an internet website, be included on a separate page that requires the person accessing the website to agree to the terms of the notice before accessing the geospatial data product.

Gov't Code 2051.102

Exemption

A district is not required to include the notice on a geospatial data product that:

1. Does not contain a legal description, a property boundary monument, or the distance and direction of a property line;
2. Is prepared only for use as evidence in a legal proceeding;
3. Is filed with the clerk of any court; or
4. Is filed with the county clerk.

Gov't Code 2051.103

¹ TDSHS Guidelines for the Care of Students with Food Allergies At-Risk for Anaphylaxis: https://www.dshs.texas.gov/uploadedFiles/Content/Prevention_and_Preparedness/schoolhealth/SHAC/Guidelines-Food%20Allergy-Final.pdf

Cybersecurity Policy

Each district shall adopt a cybersecurity policy to:

1. Secure district cyberinfrastructure against cyber attacks and other cybersecurity incidents; and
2. Determine cybersecurity risk and implement mitigation planning.

A district's cybersecurity policy may not conflict with the information security standards for institutions of higher education adopted by the Department of Information Resources (DIR) under Government Code Chapters 2054 and 2059.

Cybersecurity Coordinator

The superintendent shall designate a cybersecurity coordinator to serve as a liaison between the district and the Texas Education Agency (TEA) in cybersecurity matters.

Report to TEA

The district's cybersecurity coordinator shall report to TEA any cyber attack or other cybersecurity incident against the district cyberinfrastructure that constitutes a breach of system security as soon as practicable after the discovery of the attack or incident.

Report to Parent

The district's cybersecurity coordinator shall provide notice to a parent of or person standing in parental relation to a student enrolled in the district of an attack or incident for which a report is required to TEA involving the student's information.

Definitions

For purposes of the district's cybersecurity policy, the following definitions apply:

Breach of System Security

"Breach of system security" means an incident in which student information that is sensitive, protected, or confidential, as provided by state or federal law, is stolen or copied, transmitted, viewed, or used by a person unauthorized to engage in that action.

Cyber Attack

"Cyber attack" means an attempt to damage, disrupt, or gain unauthorized access to a computer, computer network, or computer system.

Cybersecurity

"Cybersecurity" means the measures taken to protect a computer, computer network, or computer system against unauthorized use or access.

Education Code 11.175

Cybersecurity Training

At least once each year, a district shall identify district employees who have access to a district computer system or database and require those employees and board members to complete a cybersecurity training program certified under Government Code 2054.519 (state-certified cybersecurity training programs) or offered by the

district as described at District Training Program, below. *Gov't Code 2054.5191(a-1)*

The board may select the most appropriate state-certified cybersecurity training program or district training program for employees of the district to complete. The board shall:

1. Verify and report on the completion of a cybersecurity training program by district employees to the DIR; and
2. Require periodic audits to ensure compliance with these provisions.

Gov't Code 2054.5191(b)

District Training
Program

A district that employs a dedicated information resources cybersecurity officer may offer to its employees a cybersecurity training program that satisfies the requirements described by Government Code 2054.519(b). *Gov't Code 2054.519(f)*

**Security Breach
Notification**

To Individuals

A district that owns, licenses, or maintains computerized data that includes sensitive personal information shall disclose any breach of system security, after discovering or receiving notification of the breach, to any individual whose sensitive personal information was, or is reasonably believed to have been, acquired by an unauthorized person. The disclosure shall be made without unreasonable delay and in each case not later than the 60th day after the date on which the district determines that the breach occurred, except as provided at Criminal Investigation Exception, below, or as necessary to determine the scope of the breach and restore the reasonable integrity of the data system.

*Resident of Other
State*

If the individual whose sensitive personal information was or is reasonably believed to have been acquired by an unauthorized person is a resident of a state that requires a person that owns or licenses computerized data to provide notice of a breach of system security, the notice of the breach of system security required under Notice, below, may be provided under that state's law or under Notice, below.

To the Owner or
License Holder

A district that maintains computerized data that includes sensitive personal information not owned by the district shall notify the owner or license holder of the information of any breach of system security immediately after discovering the breach, if the sensitive personal information was, or is reasonably believed to have been, acquired by an unauthorized person.

Notice

A district may give the required notice to individuals or the owner or license holder by providing:

1. Written notice at the last known address of the individual;
2. Electronic notice, if the notice is provided in accordance with 15 U.S.C. Section 7001 (electronic records and signatures); or
3. If the district demonstrates that the cost of providing notice would exceed \$250,000, the number of affected persons exceeds 500,000, or the district does not have sufficient contact information, by:
 - a. Electronic mail, if the district has electronic mail addresses for the affected persons;
 - b. Conspicuous posting of the notice on the district's website; or
 - c. Notice published in or broadcast on major statewide media.

*Information
Security Policy*

A district that maintains its own notification procedures as part of an information security policy for the treatment of sensitive personal information that complies with the timing requirements for notice described above complies with the notice requirements if the district notifies affected persons in accordance with that policy.

*To the Attorney
General*

A district that is required to disclose or provide notification of a breach of system security under these provisions shall notify the attorney general of that breach not later than the 60th day after the date on which the district determines that the breach occurred if the breach involves at least 250 residents of this state. The notification must include:

1. A detailed description of the nature and circumstances of the breach or the use of sensitive personal information acquired as a result of the breach;
2. The number of residents of this state affected by the breach at the time of notification;
3. The measures taken by the district regarding the breach;
4. Any measures the district intends to take regarding the breach after the notification described at Notice, above; and
5. Information regarding whether law enforcement is engaged in investigating the breach.

*To a Consumer
Reporting Agency*

If a district is required to notify at one time more than 10,000 persons of a breach of system security, the district shall also notify each consumer reporting agency, as defined by 15 U.S.C. 1681a,

that maintains files on consumers on a nationwide basis, of the timing, distribution, and content of the notices. The district shall provide the notice without unreasonable delay.

**Criminal
Investigation
Exception**

A district may delay providing the required notice to individuals or the owner or license holder at the request of a law enforcement agency that determines that the notification will impede a criminal investigation. The notification shall be made as soon as the law enforcement agency determines that the notification will not compromise the investigation.

Business and Commerce Code 521.053; Local Gov't Code 205.010

Definitions

For purposes of security breach notifications, the following definitions apply:

***Breach of System
Security***

“Breach of system security” means unauthorized acquisition of computerized data that compromises the security, confidentiality, or integrity of sensitive personal information maintained by a person, including data that is encrypted if the person accessing the data has the key required to decrypt the data. Good faith acquisition of sensitive personal information by an employee or agent of the person for the purposes of the person is not a breach of system security unless the person uses or discloses the sensitive personal information in an unauthorized manner. *Business and Commerce Code 521.053(a)*

***Sensitive
Personal
Information***

“Sensitive personal information” means:

1. An individual’s first name or first initial and last name in combination with any one or more of the following items, if the name and the items are not encrypted:
 - a. Social security number;
 - b. Driver’s license number or government-issued identification number; or
 - c. Account number or credit or debit card number in combination with any required security code, access code, or password that would permit access to an individual’s financial account; or
2. Information that identifies an individual and relates to:
 - a. The physical or mental health or condition of the individual;
 - b. The provision of health care to the individual; or

- c. Payment for the provision of health-care to the individual.

“Sensitive personal information” does not include publicly available information that is lawfully made available to the public from the federal government or a state or local government.

Business and Commerce Code 521.002(a)(2), (b)

**Cybersecurity
Information Sharing
Act**

A district may, for a cybersecurity purpose and consistent with the protection of classified information, share with, or receive from, any other non-federal entity or the federal government a cyber threat indicator or defensive measure in accordance with the Cybersecurity Information Sharing Act, 6 U.S.C. Subchapter I (sections 1501–1510). *6 U.S.C. 1503(c)*

**Removal of
Personal
Information**

A district sharing a cyber threat indicator pursuant to these provisions shall, prior to sharing:

1. Review such indicator to assess whether it contains any information not directly related to a cybersecurity threat that the district knows at the time of sharing to be personal information of a specific individual or information that identifies a specific individual and remove such information; or
2. Implement and utilize a technical capability configured to remove any information not directly related to a cybersecurity threat that the district knows at the time of sharing to be personal information of a specific individual or information that identifies a specific individual.

6 U.S.C. 1503(d)(2)

Definitions

For purposes of the Cybersecurity Information Sharing Act, the following definitions apply:

**Cybersecurity
Purpose**

“Cybersecurity purpose” means the purpose of protecting an information system or information that is stored on, processed by, or transiting an information system from a cybersecurity threat or security vulnerability. *6 U.S.C. 1501(4)*

**Cybersecurity
Threat**

“Cybersecurity threat” means an action, not protected by the First Amendment to the United States Constitution, on or through an information system that may result in an unauthorized effort to adversely impact the security, availability, confidentiality, or integrity of an information system or information that is stored on, processed by, or transiting an information system. The term does not include any action that solely involves a violation of a consumer term of service or a consumer licensing agreement. *6 U.S.C. 1501(5)*

*Cyber Threat
Indicator*

“Cyber threat indicator” means information that is necessary to describe or identify:

1. Malicious reconnaissance, as defined in 6 U.S.C. 1501(12), including anomalous patterns of communications that appear to be transmitted for the purpose of gathering technical information related to a cybersecurity threat or security vulnerability;
2. A method of defeating a security control or exploitation of a security vulnerability;
3. A security vulnerability, including anomalous activity that appears to indicate the existence of a security vulnerability;
4. A method of causing a user with legitimate access to an information system or information that is stored on, processed by, or transiting an information system to unwittingly enable the defeat of a security control or exploitation of a security vulnerability;
5. Malicious cyber command and control, as defined in 6 U.S.C. 1501(11);
6. The actual or potential harm caused by an incident, including a description of the information exfiltrated as a result of a particular cybersecurity threat;
7. Any other attribute of a cybersecurity threat, if disclosure of such attribute is not otherwise prohibited by law; or
8. Any combination thereof.

6 U.S.C. 1501(6)

*Defensive
Measure*

“Defensive measure” means an action, device, procedure, signature, technique, or other measure applied to an information system or information that is stored on, processed by, or transiting an information system that detects, prevents, or mitigates a known or suspected cybersecurity threat or security vulnerability. The term does not include a measure that destroys, renders unusable, provides unauthorized access to, or substantially harms an information system or information stored on, processed by, or transiting such information system not owned by the private entity operating the measure or another entity that is authorized to provide consent and has provided consent to that private entity for operation of such measure. *6 U.S.C. 1501(7)*

*Information
System*

“Information system” has the meaning given the term in 44 U.S.C. 3502 and includes industrial control systems, such as supervisory

control and data acquisition systems, distributed control systems, and programmable logic controllers. *6 U.S.C. 1501(9)*

Security Control

“Security control” means the management, operational, and technical controls used to protect against an unauthorized effort to adversely affect the confidentiality, integrity, and availability of an information system or its information. *6 U.S.C. 1501(16)*

*Security
Vulnerability*

“Security vulnerability” means any attribute of hardware, software, process, or procedure that could enable or facilitate the defeat of a security control. *6 U.S.C. 1501(17)*



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WORKERS' COMPENSATION

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Options

A district shall extend workers' compensation benefits to its employees by choosing one of the following options:

1. Becoming a self-insurer.
2. Providing insurance under workers' compensation insurance contracts or policies.
3. Entering into interlocal agreements with other political subdivisions providing for self-insurance.

Labor Code 504.011

Definition

For the purposes of this policy, "employee" means every person in the service of a district who has been employed as provided by law or for whom the district provides optional coverage. No person paid on a basis other than by the hour, day, week, month, or year shall be considered an "employee." *Labor Code 504.001, .014*

Optional Coverages

By majority vote of the board, a district may cover as employees an elected official or persons paid for service in the conduct of an election. *Labor Code 504.012(b)*

Notice

A district shall notify the Texas Department of Insurance (TDI) of the method by which district employees shall receive benefits, the approximate number of employees covered, and the estimated amount of payroll. Notice of the provision for workers' compensation benefits and the effective date of the coverage shall be given a district's employees. *Labor Code 504.018*

Report to Carrier

First Report of
Injury

A district shall provide to the district's insurance carrier a report on each:

1. Death;
2. On-the-job injury that results in an employee's absence from work for more than one day; and
3. Occupational disease of which the district has received notice of injury or has knowledge. "Knowledge" means receipt of written or verbal information regarding diagnosis or diagnosis through examination or testing by a doctor employed by the district.

The report shall contain the information and be in the form, format, and manner prescribed by the TDI, and be filed no later than the eighth day after the employee's absence from work for more than one day or upon first knowledge of absence for more than one day. A district shall maintain a record of the date the report of injury is filed with the insurance carrier.

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- Copy to Employee** A copy of the report of injury, including a summary of the employee's rights and responsibilities under the Texas Labor Code, shall be sent to the injured employee at the time the report is filed with the insurance carrier. The summary shall be written in plain language in English and Spanish, or in English and any other language common to the employee, and shall contain the words prescribed by the TDI.
- Notice of Modified Duty Program** A district shall, on the written request of the employee, a doctor, the insurance carrier, or the TDI, notify the employee, the employee's treating doctor if known to the district, and the insurance carrier of the existence or absence of opportunities for modified duty or a modified duty return-to-work program available through the district. If those opportunities or that program exists, a district shall identify the district's contact person and provide other information to assist the doctor, the employee, and the insurance carrier to assess modified duty or return-to-work options.
- Supplemental Report of Injury** A supplemental report shall be filed with a district's insurance carrier and provided to the employee within ten days after:
1. The end of each pay period in which the employee has a change in earnings, including all post-injury earnings as defined in 28 Administrative Code Chapter 129 [see Offsetting Paid Leave Against Workers' Compensation Income Benefits, below], as a result of the injury; or
 2. The employee resigns or is terminated.
- A district's duty to file supplemental reports continues until the employee reaches "maximum medical improvement" or is no longer employed by the district and the district has made the required report.
- For injuries that require the filing of a first report of injury, a district shall file the supplemental report with the district's insurance carrier and provide a copy to the employee within three days after:
1. The employee begins losing time from work as a result of the injury;
 2. The employee returns to work; or
 3. The employee, after returning to work, experiences an additional day of disability as a result of the injury.
- A district shall maintain a record of the date the supplemental report is filed with the carrier and provided to the employee.

Labor Code 409.005; 28 TAC 120.2, .3

**Injury and
Occupational
Disease Report**

A district's report of injury filed in accordance with Texas Labor Code 409.005 [see First Report of Injury, above] shall satisfy the district's requirement to file an injury and occupational disease report under Texas Labor Code 411.032. *28 TAC 160.3*

Wage Reports

A district is required to timely file a complete wage statement on a form prescribed by the TDI.

The wage statement shall be filed with the carrier, the claimant, and any claimant representative. The wage statement should be filed and received within 30 days of the earliest of:

1. The date a district is notified that the employee is entitled to income benefits; or
2. The date of the employee's death as a result of a compensable injury.

A subsequent wage statement shall be filed with the carrier, the claimant, and any claimant representative within seven days of a change in any wage information provided on the previous wage statement. A wage statement shall also be filed with TDI within seven days of receiving a request from TDI.

28 TAC 120.4(a)

**Ombudsman
Program**

A district shall notify its employees, in the manner prescribed by the Office of Injured Employee Counsel, of the ombudsman program to assist injured workers and persons claiming death benefits in obtaining benefits under the Texas Workers' Compensation Act.

A district that employs first responders, as defined in Labor Code 504.055, or supervises volunteer first responders shall notify the first responders, in the manner prescribed by the Office of Injured Employee Counsel, of the first responder liaison who shall assist an injured first responder during a workers' compensation administrative dispute resolution process.

Labor Code 404.151, .1525, .153; 28 TAC 276.5

**Reports of Safety
Violations**

A district shall notify its employees, in the manner prescribed by the TDI, of the 24-hour-a-day toll-free telephone system for reporting violations of an occupational health or safety law. A district shall not suspend, terminate, or otherwise discriminate against an employee for making a good faith report of a violation of an occupational health or safety law. *Labor Code 411.081, .082*

**Relation to Paid
Leave**

Once temporary income benefits (TIBs) accrue, an injured employee is entitled to TIBs to compensate the employee for lost wages due to the compensable injury during a period in which the

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employee has a disability and has not reached maximum medical improvement.

"Lost wages" are the difference between the employee's gross average weekly wage (AWW) and the employee's gross post-injury earnings (PIE). If the employee's PIE equals or exceeds the employee's AWW, the employee has no lost wages.

"Post-injury earnings" include, among several other components:

1. The value of any full days of accrued sick or annual leave that the employee voluntarily elects to use after the date of injury; and
2. The value of any partial days of accrued or annual leave that the employee has voluntarily elected to use after the date of injury that, when combined with the employee's TIBs, exceeds the AWW.

28 TAC 129.2

Offsetting Paid
Leave Against
Workers'
Compensation
Income Benefits

A board may provide that while an employee is receiving workers' compensation benefits, the employee may elect to receive previously accrued sick leave benefits in an amount equal to the difference in the workers' compensation benefits and the weekly compensation the employee was receiving before the injury that resulted in the claim, with a proportionate deduction in the employee's sick leave balance. *Labor Code 504.052* [See DEC(LO-CAL)]

Unless a board adopts the option provided by Labor Code 504.052, sick leave benefits and annual leave benefits shall not be offset against benefits paid under the Workers' Compensation Law. *Atty. Gen. Op. JC-0040 (1999)*

**Prohibited
Discrimination**

A person may not discharge or in any other manner discriminate against an employee because the employee has:

1. Filed a workers' compensation claim in good faith.
2. Hired a lawyer to represent the employee in a claim.
3. Instituted or caused to be instituted in good faith a proceeding under the Texas Workers' Compensation Act.
4. Testified or is about to testify in a proceeding under the Texas Workers' Compensation Act.

Labor Code 451.001

A person who violates the above provision is liable for reasonable damages incurred by the employee as a result of the violation, and

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an employee discharged in violation of the above provision is entitled to reinstatement in the former position of employment. The burden of proof in a proceeding alleging violation of the above provision is on the employee. *Labor Code 451.002*

Claims by First
Responder

A first responder, as defined in Government Code 421.095, who alleges a violation of Labor Code 451.001 [at Prohibited Discrimination, above] by a district that employs the first responder may sue the district for relief provided by Labor Code Chapter 451. Sovereign or governmental immunity from suit is waived and abolished to the extent of liability created by Chapter 451. To the extent a person has official or individual immunity from a claim for damages, these provisions do not affect that immunity. *Labor Code 451.0025*

Note: A retaliatory discharge claim may not be brought against a school district without its consent. Except as stated above, current state law does not waive a school district's immunity and provide consent. *Labor Code 504.053(e); Travis Cent. Appraisal Dist. v. Norman, 342 S.W.3d 54 (Tex. 2011)*

Leaves of Absence

A district shall not terminate an employee who is on an unpaid leave of absence and receiving workers' compensation benefits, except when the termination is for a legitimate reason independent from the employee's workers' compensation claim. *Atty. Gen. Op. JM-227 (1984)* [See DEC(LEGAL) for information on absence control.]



Facilities Standards

All new facilities must meet the commissioner's standards for adequacy of school facilities to be eligible to be financed with state or local tax funds. *Education Code 46.008*

**State Standards
After January 1, 2004**

The requirements for school facility standards set out in 19 Administrative Code 61.1036 ("section 61.1036") apply to projects for new construction or major space renovations approved by a board or its authorized representative on or after January 1, 2004.
19 TAC 61.1036(b)

Definitions

"Major space renovation" means renovations to all or part of the facility's instructional space where the scope of the work in the affected part of the facility involves substantial renovations to the extent that most existing interior walls and fixtures are demolished and then subsequently rebuilt in a different configuration and/or function. Other renovations associated with repair or replacement of architectural interior or exterior finishes, fixtures, equipment, and electrical, plumbing, and mechanical systems are not subject to space or educational adequacy requirements of section 61.1036(d) and (e), but shall comply with applicable building codes under section 61.1036(f). *19 TAC 61.1036(a)(10)*

"Educational program" means a written document, developed and provided by a district, that includes the following information:

1. A summary of the school district's educational philosophy, mission, and goals; and
2. A description of the general nature of the district's instructional program in accordance with the 19 Administrative Code 74.1 (relating to Essential Knowledge and Skills). The written educational program should describe:
 - a. The learning activities to be housed, by instructional space;
 - b. How the subject matter will be taught (methods of instructional delivery);
 - c. The materials and equipment to be used and stored;
 - d. Utilities and infrastructure needs; and
 - e. The characteristics of furniture needed to support instruction.

19 TAC 61.1036(a)(2)

"Educational specifications" means a written document for a proposed new school facility or major space renovation that includes a description of the proposed project, expressing the range of issues

and alternatives. School districts that do not have personnel on staff with experience in developing educational specifications shall use the services of a design professional or consultant experienced in school planning and design to assist in the development of the educational specifications. The school district shall allow for input from teachers, other school campus staff, and district program staff in developing the educational specifications. The following information should be included in the educational specifications:

1. The instructional programs, grade configuration, and type of facility;
2. The spatial relationships—the desired relationships for the functions housed at the facility:
 - a. Should be developed by the school district to support the district's instructional program;
 - b. Should identify functions that should be:
 - (1) Adjacent to, immediately accessible;
 - (2) Nearby, easily accessible; and
 - (3) Removed from or away from; and
 - c. Should relate to classroom/instructional functions, instructional support functions, building circulation, site activities/functions, and site circulation.
3. Number of students;
4. A list of any specialized classrooms or major support areas, noninstructional support areas, outdoor learning areas, outdoor science discovery centers, living science centers, or external activity spaces;
5. A schedule of the estimated number and approximate size of all instructional and instructional support spaces included in the facility;
6. Estimated budget for the facility project;
7. School administrative organization;
8. Provisions for outdoor instruction;
9. Hours of operation that include the instructional day, extracurricular activities, and any public access or use;
10. The safety of students and staff in instructional programs, such as science and vocational instruction; and

11. The overall security of the facility.

19 TAC 61.1036(a)(3)

Certification of
Design and
Construction

The school district shall notify and obligate the architect or engineer to provide the required certification.

“Certify” indicates that the architect or engineer has reviewed the standards contained in 19 Administrative Code Chapter 61 and used the best professional judgment and reasonable care consistent with the practice of architecture or engineering in the state of Texas in executing the construction documents. The architect or engineer also certifies that these documents conform to the provisions of section 61.1036, except as indicated on the certification. The architect's or engineer's signature and seal on the construction documents shall certify compliance.

To ensure that facilities have been designed and constructed according to the provisions of section 61.1036, each involved party shall execute responsibilities as set forth in section 61.1036(c)(3).

19 TAC 61.1036(c)

Construction Quality
*Districts with
Building Codes*

A district located in an area that has adopted local construction codes shall comply with those codes (including building, fire, plumbing, mechanical, fuel gas, energy conservation, and electrical codes). If the local building authority does not require a plan review, then a qualified, independent third party, not employed by the design architect or engineer, shall review the plans and specifications for compliance with the requirements of the adopted building code. If the local building authority does not conduct reviews and inspections during the course of construction of the facility, then a qualified, independent third party, not employed by the design architect or engineer or contractor, should perform a reasonable number of reviews and inspections during the course of construction for compliance with the requirements of the adopted building code. *19 TAC 61.1036(f)(1)(A), (D)*

*Districts without
Building Codes*

A district located in an area that has not adopted local building codes shall adopt and use the building code and related fire, plumbing, mechanical, fuel gas, and energy conservation codes from the latest edition of the family of International Codes as published by the International Code Council (ICC); and the National Electric Code as published by the National Fire Protection Association (NFPA). As an alternative, a district may adopt the building code and related codes as adopted by a nearby municipality or county. A qualified, independent third party, not employed by the design architect or engineer, shall review the plans and specifications for compliance with the requirements of the adopted building

code. A qualified, independent third party, not employed by the design architect or engineer or contractor, should perform a reasonable number of reviews and inspections during the course of construction for compliance with the requirements of the adopted building code. *19 TAC 61.1036(f)(2)(A), (D)*

International Energy Conservation Code

The International Energy Conservation Code as it existed on May 1, 2015, is adopted as the energy code for use in this state for all commercial construction. *Health and Safety Code 388.003(b); 34 TAC 19.53(b)*

Because a public school building is not a residential building, it falls within the scope of "commercial" construction for purposes of the International Energy Conservation Code and likely for purposes of Health and Safety Code Chapter 388. *Atty. Gen. Op. KP-148 (2017)*

Fire Protection

Fire alarms shall be provided. Districts should consider providing automatic sprinkler systems for fire protection, fire suppression, and life safety. *19 TAC 61.1036(f)(1)(B)-(C), (f)(2)(B)-(C)*

State Standards Before January 1, 2004

The requirements for school facility standards set out in 19 Administrative Code 61.1033 apply to projects for new construction and major space renovations approved by a board before January 1, 2004. *19 TAC 61.1033(b)*

Fire Escapes

School buildings of at least two stories shall be equipped with fire escapes as required by law. *Health and Safety Code 791.002, .035, .036*

Security Criteria

A district that constructs a new instructional facility or conducts a major renovation of an existing instructional facility using Instructional Facilities Allotment funds shall consider, in the design of the instructional facility, appropriate security criteria. *Education Code 46.0081*

Accessibility

No qualified individual with a disability shall, because a district's facilities are inaccessible to or unusable by individuals with disabilities, be excluded from participation in or be denied the benefits of the services, programs, and activities of a district or be subject to discrimination. *42 U.S.C. 12132; 28 C.F.R. 35.149; 29 U.S.C. 794; 34 C.F.R. 104.21*

A district shall operate each program, service, or activity so that when viewed in its entirety, it is readily accessible to and usable by individuals with disabilities. A district is not required to make each existing facility or every part of a facility accessible to and usable by individuals with disabilities.

A district may comply with these requirements by:

1. Redesigning or acquisitioning equipment.
2. Reassigning classes or other services to accessible buildings.
3. Assigning aides to qualified individuals with disabilities.
4. Home visits.
5. Delivery of services at alternate accessible sites.
6. Alteration of existing facilities.
7. Constructing new facilities that comply with 34 C.F.R. 104.23 and 28 C.F.R. 35.151.
8. Any other methods that result in making services, programs, and activities accessible to individuals with disabilities.

A district is not required to make structural changes in existing facilities when other methods will achieve compliance with Title II of the Americans with Disabilities Act and its implementing regulation. In choosing among available alternatives for meeting these requirements, a district shall give priority to methods that offer services, programs, and activities to qualified individuals with disabilities in the most integrated setting appropriate.

28 C.F.R. 35.150; 34 C.F.R. 104.22

Review of Plans

All plans and specifications for construction or for the substantial renovation or modification of a building or facility that has an estimated construction cost of \$50,000 or more shall be submitted to the Department of Licensing and Regulation for review and approval. A district as owner of the building or facility may not allow an application to be filed with a local governmental entity for a building construction permit related to the plans and specifications or allow construction, renovation, or modification of the building or facility to begin before the date the plans and specifications are submitted to the Department by the architect, interior designer, landscape architect, or engineer.

A district, as owner of each building or facility that has an estimated construction, renovation, or modification cost of at least \$50,000, is responsible for having the building or facility inspected for compliance with the standards and specifications adopted by the Commission of Licensing and Regulation not later than the first anniversary of the date that construction or substantial renovation or modification of the building or facility is completed. The inspection must be performed by the Department, an entity with whom the Commission contracts, or a person who holds a certificate of registration to perform inspections.

Gov't Code 469.101, .102(a), (c), .105

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Notice

A district shall adopt and implement procedures to ensure that interested persons, including persons with impaired vision or hearing, can obtain information as to the existence and location of services, activities, and facilities that are accessible to and usable by persons with disabilities. *34 C.F.R. 104.22(f)*

**Relocatable
Educational Facility**

In this section, "relocatable educational facility" means a portable, modular building capable of being relocated, regardless of whether the facility is built at the installation site, that is used primarily as an educational facility for teaching the curriculum required under Education Code 28.002.

A relocatable educational facility that is purchased or leased on or after January 1, 2010, must comply with all provisions applicable to industrialized buildings under Occupations Code Chapter 1202.

Occupations Code 1202.004

Any portable, modular building capable of being relocated that is purchased or leased for use as a school facility by a district, whether that building is manufactured off-site or constructed on-site, must comply with all provisions of 19 Administrative Code 61.1036. *19 TAC 61.1036(a)(11), (f)(3)*

Playgrounds

Public funds may not be used to purchase or install:

1. Playground equipment that:
 - a. Does not comply with each applicable provision of ASTM Standard F1487-07ae1, "Consumer Safety Performance Specification for Playground Equipment for Public Use," published by ASTM International; or
 - b. Has a horizontal bare metal platform or a bare metal step or slide, unless the bare metal is shielded from direct sun by a covering provided with the equipment or by a shaded area in the location where the equipment is installed;
2. Surfacing for the area under and around playground equipment if the surfacing will not comply with each applicable provision of ASTM Standard F2223-04e1, "Standard Guide for ASTM Standards on Playground Surfacing," published by ASTM International.

Exception

Public funds may be used to maintain playground equipment or surfacing that was purchased before September 1, 2009, even if the equipment or surfacing does not comply with the applicable specifications described above.

Health and Safety Code 756.061

Outdoor Lighting

An outdoor lighting fixture may be installed, replaced, maintained, or operated using state funds only if it meets standards for state-funded outdoor lighting fixtures in Health and Safety Code Chapter 425.

Exceptions

The standards for state-funded outdoor lighting fixtures do not apply if:

1. A federal law, rule, or regulation preempts state law;
2. The fixture is used on a temporary basis;
3. Because emergency personnel temporarily require additional illumination for emergency procedures;
4. For nighttime work;
5. Special events or circumstances require additional illumination;
6. The fixture is used solely to enhance the aesthetic beauty of an object; or
7. A compelling safety interest cannot be addressed by another method.

Special events or situations that may require additional illumination include sporting events and illumination of monuments, historic structures, or flags. Illumination for special events or situations must be installed to shield the outdoor lighting fixtures from direct view and to minimize upward lighting and light pollution.

Health and Safety Code 425.002

Natural Gas Piping Pressure Testing

A district shall perform biennial pressure tests on the natural gas piping system in a school facility before the beginning of the school year. A district with more than one facility may perform the testing on a two-year cycle under which the district pressure tests the natural gas piping system in approximately one-half of the facilities each year. If a district operates the facilities on a year-round calendar, the pressure test in each of those facilities must be conducted and reported not later than July 1 of the year in which the pressure test is performed.

A natural gas piping pressure test performed under a municipal code in compliance with Railroad Commission rules shall satisfy the pressure testing requirements.

Utilities Code 121.502; 16 TAC 8.230(c)(1), (4)

Requirements of Test

A district shall perform the pressure test to determine whether the natural gas piping downstream of a district facility's meter holds at

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least normal operating pressure over a specified period determined by the Railroad Commission. During the pressure test, each system supply inlet and outlet in the facility must be closed. The pressure test shall be performed by a person authorized under Railroad Commission rules. At a district's request, the Railroad Commission shall assist the district in developing a procedure for conducting the test. *Utilities Code 121.503; 16 TAC 8.230(c)(2), (3)*

Notice

A district shall provide written notice to the district's natural gas supplier specifying the date and result of each pressure test or other inspection. The supplier shall develop procedures for receiving such written notice from the district. *Utilities Code 121.504(a); 16 TAC 8.230(b)(1)*

Termination of Service

A supplier shall terminate service to a district facility if:

1. The supplier receives official notification from the firm or individual conducting the test of a hazardous natural gas leakage in the facility piping system; or
2. A test or other inspection is not performed as required.

Utilities Code 121.505(a)

A supplier shall develop procedures for terminating service to a district if the supplier:

1. Receives notification of a hazardous natural gas leak in the school facility piping system; or
2. Does not receive written notification from the district specifying the completion date and results of the testing.

16 TAC 8.230(b)(2)

Reporting Leaks

An identified natural gas leakage in a district facility must be reported to the board. The firm or individual conducting the natural gas piping pressure test shall immediately report any hazardous natural gas leak in a district facility to the board and the natural gas supplier. *Utilities Code 121.506; 16 TAC 8.230(c)(6)*

LP-Gas Systems Testing

At least biennially, a district shall perform leakage tests on the LP-gas piping system in each district facility before the beginning of the school year. The district may perform the leakage tests on a two-year cycle under which the tests are performed for the LP-gas piping systems of approximately half of the facilities each year. If a district operates one or more district facilities on a year-round calendar, the leakage test in each of those facilities must be conducted and reported not later than July 1 of the year in which the test is performed.

A test performed under a municipal code satisfies the testing requirements.

Natural Resources Code 113.352; 16 TAC 9.41

Requirements of
Test

A district shall perform the leakage test to determine whether the LP-gas piping system holds at least the amount of pressure specified by the Railroad Commission. The leakage test must be conducted in accordance with Railroad Commission rules at 16 Administrative Code 9.41. The leakage test shall be conducted by a person authorized under Railroad Commission rules. At a district's request, the Railroad Commission shall assist the district in providing for the certification of a district employee to conduct the test and in developing a procedure for conducting the test. *Natural Resources Code 113.353; 16 TAC 9.41(b)-(d)*

Notice

Before the introduction of any LP-gas into the LP-gas piping system, a district shall provide verification to its supplier that the piping has been tested.

Documentation

A district shall retain documentation specifying the date and the result of each leakage test or other inspection of each LP-gas piping system until at least the fifth anniversary of the date the test or other inspection was performed. The Railroad Commission may review a district's documentation of each leakage test or other inspection conducted by the district.

Natural Resources Code 113.354; 16 TAC 9.41(b)(3)-(4)

Termination of
Service

A supplier shall terminate service to a district facility if:

1. The supplier receives official notification from the district or the person conducting the test that there is leakage in a school LP-gas system;
2. The leakage test performed on a school LP-gas system was not performed as required; or
3. The supplier has not received a copy of the required form from the district verifying that the LP-gas system has been tested in accordance with 16 Administrative Code 9.41.

Natural Resources Code 113.355; 16 TAC 9.41(e)

Reporting Leaks

An identified school LP-gas leakage in a school district facility shall be reported to the board. The district shall immediately remove the affected school district facility from LP-gas service until repairs are made and it passes a subsequent school LP-gas system leakage test. If a district employee performs the initial test, then the subsequent test may not be performed by a district employee. *Natural Resources Code 113.356; 16 TAC 9.41(b)(2)*

Definitions

“School district facility” means each building or structure operated by a school district and equipped with a school LP-gas system, in which students receive instruction or participate in school sponsored extracurricular activities, excluding maintenance or bus facilities, vehicle fueling facilities, administrative offices, and similar facilities not regularly used by students.

“School LP-gas system” means all piping, fittings, valves, regulators, appliance connectors, equipment, and connections supplying fuel gas from the outlet of the shutoff valve at each LP-gas storage container or upstream of each meter to the shutoff valve(s) on each appliance in a school district facility.

16 TAC 9.41(a)(4)–(5)

**Intrastate Pipeline
Emergency
Response Plan**

The Railroad Commission shall require the owner or operator of each intrastate hazardous liquid or carbon dioxide pipeline facility, any part of which is located within 1,000 feet of a public school building containing classrooms, or within 1,000 feet of another public school facility where students congregate, to:

1. On written request from a district, provide in writing the following parts of a pipeline emergency response plan that are relevant to the school:
 - a. A description and map of the pipeline facilities that are within 1,000 feet of the school building or facility;
 - b. A list of any product transported in the segment of the pipeline that is within 1,000 feet of the school facility;
 - c. The designated emergency number for the pipeline facility operator;
 - d. Information on the state’s excavation one-call system; and
 - e. Information on how to recognize, report, and respond to a product release; and
2. Mail a copy of the requested items by certified mail, return receipt requested, to the superintendent of the district in which the school building or facility is located.

A pipeline operator or the operator’s representative shall appear at a regularly scheduled board meeting to explain the above items if requested by the board or district.

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The Railroad Commission may not require the release of parts of an emergency response plan that include security sensitive information, including maps or data. Security sensitive information shall be made available for review by but not provided to the board.

Natural Resources Code 117.012(k)-(m); 16 TAC 8.315



Note: Copyright information can be found on the [U.S. Copyright Office website](#).¹

Copyright

Copyright protection subsists, in accordance with United States Code Title 17 (Title 17), in original works of authorship fixed in any tangible medium of expression, now known or later developed, from which they can be perceived, reproduced, or otherwise communicated, either directly or with the aid of a machine or device. Works of authorship include the following categories:

1. Literary works;
2. Musical works, including any accompanying words;
3. Dramatic works, including any accompanying music;
4. Pantomimes and choreographic works;
5. Pictorial, graphic, and sculptural works;
6. Motion pictures and other audiovisual works;
7. Sound recordings; and
8. Architectural works.

In no case does copyright protection for an original work of authorship extend to any idea, procedure, process, system, method of operation, concept, principle, or discovery, regardless of the form in which it is described, explained, illustrated, or embodied in such work.

17 U.S.C. 102

Ownership

Copyright in a work protected under copyright law vests initially in the author or authors of the work. The authors of a joint work are co-owners of copyright in the work. *17 U.S.C. 201(a)*

Work for Hire

In the case of a work made for hire, the employer or other person for whom the work was prepared is considered the author for purposes of copyright law, and, unless the parties have expressly agreed otherwise in a written instrument signed by them, owns all of the rights comprised in the copyright. *17 U.S.C. 201(b)*

A "work made for hire" is:

1. A work prepared by an employee within the scope of his or her employment; or
2. A work specially ordered or commissioned for use as a contribution to a collective work, as a part of a motion picture or

other audiovisual work, as a translation, as a supplementary work, as a compilation, as an instructional text, as a test, as answer material for a test, or as an atlas, if the parties expressly agree in a written instrument signed by them that the work shall be considered a work made for hire.

A “supplementary work” is a work prepared for publication as a secondary adjunct to a work by another author for the purpose of introducing, concluding, illustrating, explaining, revising, commenting upon, or assisting in the use of the other work, such as forewords, afterwards, pictorial illustrations, maps, charts, tables, editorial notes, musical arrangements, answer material for tests, bibliographies, appendixes, and indexes.

An “instructional text” is a literary, pictorial, or graphic work prepared for publication and with the purpose of use in systematic instructional activities.

17 U.S.C. 101

Transfer

The ownership of a copyright may be transferred in whole or in part by any means of conveyance or by operation of law, and may be bequeathed by will or pass as personal property by the applicable laws of intestate succession. Any of the exclusive rights comprised in a copyright, including any subdivision of any of the rights specified by 17 U.S.C. 106, may be transferred and owned separately. The owner of any particular exclusive right is entitled, to the extent of that right, to all of the protection and remedies accorded to the copyright owner. *17 U.S.C. 201(d)*

Copyright
Registration

At any time during the subsistence of the first term of copyright in any published or unpublished work in which the copyright was secured before January 1, 1978, and during the subsistence of any copyright secured on or after that date, the owner of copyright or of any exclusive right in the work may obtain registration of the copyright claim by delivering to the Copyright Office the deposit specified by 17 U.S.C. 408, together with the application and fee specified by 17 U.S.C. 409 and 708. Such registration is not a condition of copyright protection. *17 U.S.C. 408(a)*

Exclusive Rights

Subject to 17 U.S.C. 107–122 (limitations on and scope of exclusive rights), the owner of a copyright has the exclusive rights:

1. To reproduce the copyrighted work in copies or phonorecords;
2. To prepare derivative works based upon the copyrighted work;
3. To distribute copies or phonorecords of the copyrighted work to the public by sale or other transfer of ownership, or by rental, lease, or lending;

4. In the case of literary, musical, dramatic, and choreographic works, pantomimes, and motion pictures and other audiovisual works, to perform the copyrighted work publicly;
5. In the case of literary, musical, dramatic, and choreographic works, pantomimes, and pictorial, graphic, or sculptural works, including the individual images of a motion picture or other audiovisual work, to display the copyrighted work publicly; and
6. In the case of sound recordings, to perform the copyrighted work publicly by means of a digital audio transmission.

17 U.S.C. 106

Fair Use

Notwithstanding the provisions of 17 U.S.C. 106 above and 106a (rights of authors of visual art works), the fair use of a copyrighted work, including such use by reproduction in copies or phonorecords or by any other means specified by that section, for purposes such as criticism, comment, news reporting, teaching (including multiple copies for classroom use), scholarship, or research, is not an infringement of copyright. In determining whether the use made of a work in any particular case is a fair use the factors to be considered shall include:

1. The purpose and character of the use, including whether such use is of a commercial nature or for nonprofit educational purposes.
2. The nature of the copyrighted work.
3. The amount and substantiality of the portion used in relation to the copyrighted work as a whole.
4. The effect of the use upon the potential market for or value of the copyrighted work.

17 U.S.C. 107

*Performances
and Displays*

Notwithstanding the provisions of 17 U.S.C. 106, certain performances and displays set out in 17 U.S.C. 110 are not infringements of copyright, including performance or display of a work by instructors or pupils in the course of face-to-face teaching activities of a nonprofit educational institution, in a classroom or similar place devoted to instruction, unless, in the case of a motion picture or other audiovisual work, the performance, or the display of individual images, is given by means of a copy that was not lawfully made under Title 17, and that the person responsible for the performance knew or had reason to believe was not lawfully made. *17 U.S.C. 110(1)*

Copyright
Infringement

Anyone who violates any of the exclusive rights of the copyright owner as provided by 17 U.S.C. 106 through 122 or of the author as provided in 17 U.S.C. 106A(a), or who imports copies or phonorecords into the United States in violation of 17 U.S.C. 602, is an infringer of the copyright or right of the author. The legal or beneficial owner of an exclusive right under a copyright is entitled, subject to the requirements of 17 U.S.C. 411, to institute an action for any infringement of that particular right committed while he or she is the owner of it.

17 U.S.C. 501(a)-(b)

Note: For information on copyright issues and online distance learning, see the TEACH Act, 17 U.S.C. 110(2) and 112(f).

Digital Millennium
Copyright Act
Service Provider

"Service provider" means:

1. As used in 17 U.S.C. 512(a) (item 1 at Limitation of Liability below), an entity offering the transmission, routing, or providing of connections for digital online communications, between or among points specified by a user, of material of the user's choosing, without modification to the content of the material as sent or received.
2. As used in 17 U.S.C. 512, other than subsection (a), a provider of online services or network access, or the operator of facilities therefor, and includes an entity described in item 1 above.

17 U.S.C. 512(k)

*Limitation of
Liability*

A service provider shall not be liable for monetary relief or, except as provided in 17 U.S.C. 512(j), for injunctive or other equitable relief, for infringement of copyright by reason of:

1. The provider's transmitting, routing, or providing connections for material through a system or network controlled or operated by or for the service provider, or by reason of the intermediate and transient storage of that material in the course of such transmitting, routing, or providing connections, if 17 U.S.C. 512(a)(1)-(5) are satisfied.
2. The intermediate and temporary storage of material on a system or network controlled or operated by or for the service provider in a case in which:
 - a. The material is made available online by a person other than the service provider;

- b. The material is transmitted from the person described above through the system or network to a person other than the person described above at the direction of that other person; and
 - c. The storage is carried out through an automatic technical process for the purpose of making the material available to users of the system or network who, after the material is transmitted as described in item b, request access to the material from the person described in item a, if the conditions set forth in 17 U.S.C. 512(b)(2) are met.
 3. The storage at the direction of a user of material that resides on a system or network controlled or operated by or for the service provider, if the service provider:
 - a. Does not have actual knowledge that the material or an activity using the material on the system or network is infringing; in the absence of such actual knowledge, is not aware of facts or circumstances from which infringing activity is apparent; or upon obtaining such knowledge or awareness, acts expeditiously to remove, or disable access to, the material;
 - b. Does not receive a financial benefit directly attributable to the infringing activity, in a case in which the service provider has the right and ability to control such activity; and
 - c. Upon notification of claimed infringement as described at Notification below responds expeditiously to remove, or disable access to, the material that is claimed to be infringing or to be the subject of infringing activity.
 4. The provider referring or linking users to an online location containing infringing material or infringing activity, by using information location tools, including a directory, index, reference, pointer, or hypertext link, if the service provider:
 - a. Does not have actual knowledge that the material or activity is infringing; in the absence of such actual knowledge, is not aware of facts or circumstances from which infringing activity is apparent; or upon obtaining such knowledge or awareness, acts expeditiously to remove, or disable access to, the material;
 - b. Does not receive a financial benefit directly attributable to the infringing activity, in a case in which the service provider has the right and ability to control such activity; and

- c. Upon notification of claimed infringement as described at Notification, below, responds expeditiously to remove, or disable access to, the material that is claimed to be infringing or to be the subject of infringing activity, except that, for purposes of this provision, the information described in item 3 at Notification, below, shall be identification of the reference or link, to material or activity claimed to be infringing, that is to be removed or access to which is to be disabled, and information reasonably sufficient to permit the service provider to locate that reference or link.

17 U.S.C. 512(a)-(d)

Designated Agent

The limitations on liability established in item 3 at Limitation of Liability, above, apply to a service provider only if the service provider has designated an agent to receive notifications of claimed infringement described at Notification, below, by making available through its service, including on its website in a location accessible to the public, and by providing to the Copyright Office (the Office), substantially the following information:

1. The name, address, phone number, and electronic mail address of the agent.
2. Other contact information which the Register of Copyrights may deem appropriate.

17 U.S.C. 512(c)(2); 37 C.F.R. 201.38

The Register of Copyrights shall maintain a current directory of agents available to the public for inspection, including through the internet, and may require payment of a fee by service providers to cover the costs of maintaining the directory. *17 U.S.C. 512(c)(2)*

Amendment

All service providers must ensure the currency and accuracy of the information contained in designations submitted to the Office by timely updating information when it has changed. A service provider may amend a designation previously registered with the Office at any time to correct or update information.

Renewal

A service provider's designation will expire and become invalid three years after it is registered with the Office, unless the service provider renews such designation by either amending it to correct or update information or resubmitting it without amendment. Either amending or resubmitting a designation, as appropriate, begins a new three-year period before such designation must be renewed.

37 C.F.R. 201.38(c)(3)-(4)

Notification

To be effective, a notification of claimed infringement must be a written communication provided to the designated agent of a service provider that includes substantially the following:

1. A physical or electronic signature of a person authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.
2. Identification of the copyrighted work claimed to have been infringed, or, if multiple copyrighted works at a single online site are covered by a single notification, a representative list of such works at that site.
3. Identification of the material that is claimed to be infringing or to be the subject of infringing activity and that is to be removed or access to which is to be disabled, and information reasonably sufficient to permit the service provider to locate the material.
4. Information reasonably sufficient to permit the service provider to contact the complaining party, such as an address, telephone number, and, if available, an electronic mail address at which the complaining party may be contacted.
5. A statement that the complaining party has a good faith belief that use of the material in the manner complained of is not authorized by the copyright owner, its agent, or the law.
6. A statement that the information in the notification is accurate, and under penalty of perjury, that the complaining party is authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.

17 U.S.C. 512(c)(3)

*Disabling or
Removing
Access*

Subject to the exceptions below, a service provider shall not be liable to any person for any claim based on the service provider's good faith disabling of access to, or removal of, material or activity claimed to be infringing or based on facts or circumstances from which infringing activity is apparent, regardless of whether the material or activity is ultimately determined to be infringing.

Exceptions

The provision above shall not apply with respect to material residing at the direction of a subscriber of the service provider on a system or network controlled or operated by or for the service provider that is removed, or to which access is disabled by the service provider, pursuant to a notice provided under item 3c at Limitation of Liability, unless the service provider:

1. Takes reasonable steps promptly to notify the subscriber that it has removed or disabled access to the material;

2. Upon receipt of a counter notification described in 17 U.S.C. 512(g)(3), promptly provides the person who provided the notification under item 3c with a copy of the counter notification, and informs that person that it will replace the removed material or cease disabling access to it in ten business days; and
3. Replaces the removed material and ceases disabling access to it not less than ten, nor more than 14, business days following receipt of the counter notice, unless its designated agent first receives notice from the person who submitted the notification under item 3c that such person has filed an action seeking a court order to restrain the subscriber from engaging in infringing activity relating to the material on the service provider's system or network.

17 U.S.C. 512(g)

*Eligibility for
Limitations on
Liability*

The limitations on liability established by 17 U.S.C. 512 shall apply to a service provider only if the service provider:

1. Has adopted and reasonably implemented, and informs subscribers and account holders of the service provider's system or network of, a policy that provides for the termination in appropriate circumstances of subscribers and account holders of the service provider's system or network who are repeat infringers; and
2. Accommodates and does not interfere with standard technical measures. The term "standard technical measures" means technical measures that are used by copyright owners to identify or protect copyrighted works and:
 - a. Have been developed pursuant to a broad consensus of copyright owners and service providers in an open, fair, voluntary, multi-industry standards process;
 - b. Are available to any person on reasonable and nondiscriminatory terms; and
 - c. Do not impose substantial costs on service providers or substantial burdens on their systems or networks.

17 U.S.C. 512(i)

Note: Trademark information can be found on the [U.S. Patent and Trademark Office \(USPTO\) website](#).²

Trademark

The term "trademark" includes any word, name, symbol, or device, or any combination thereof, used by a person or which a person

has a bona fide intention to use in commerce and applies to register on the principal register established by United States Code Title 15, Chapter 22 to identify and distinguish his or her goods, including a unique product, from those manufactured or sold by others and to indicate the source of the goods, even if that source is unknown. *15 U.S.C. 1127*

**Trademark
Registration**

The owner of a trademark used in commerce may request registration of its trademark on the principal register by paying the prescribed fee and filing in the USPTO an application and a verified statement, in such form as may be prescribed by the director of the USPTO, and such number of specimens or facsimiles of the mark as used as may be required by the director. *15 U.S.C. 1051(a)*

Duration

Each registration shall remain in force for ten years, except that the registration of any mark shall be canceled by the director unless the owner of the registration files in the USPTO affidavits that meet the requirements of 15 U.S.C. 1058(b) within the time periods specified in 15 U.S.C. 1058(a). *15 U.S.C. 1058*

Renewal

Subject to 15 U.S.C. 1058 above, each registration may be renewed for periods of ten years at the end of each successive ten-year period following the date of registration upon payment of the prescribed fee and the filing of a written application, in such form as may be prescribed by the director. Such application may be made at any time within one year before the end of each successive ten-year period for which the registration was issued or renewed, or it may be made within a grace period of six months after the end of each successive ten-year period, upon payment of a fee and surcharge prescribed therefor. *15 U.S.C. 1059(a)*

Assignment of Mark

A registered mark or a mark for which an application to register has been filed shall be assignable with the good will of the business in which the mark is used, or with that part of the good will of the business connected with the use of and symbolized by the mark. *15 U.S.C. 1060(a)(1)*

**Trademark
Infringement**

Any person shall be liable in a civil action by the registrant for the remedies provided in 15 U.S.C. 1114 if the person, without the consent of the registrant:

1. Uses in commerce any reproduction, counterfeit, copy, or colorable imitation of a registered mark in connection with the sale, offering for sale, distribution, or advertising of any goods or services on or in connection with which such use is likely to cause confusion, or to cause mistake, or to deceive; or
2. Reproduces, counterfeits, copies or colorably imitates a registered mark and applies such reproduction, counterfeit, copy or

colorable imitation to labels, signs, prints, packages, wrappers, receptacles or advertisements intended to be used in commerce upon or in connection with the sale, offering for sale, distribution, or advertising of goods or services on or in connection with which such use is likely to cause confusion, or to cause mistake, or to deceive.

Under item 2 above, the registrant shall not be entitled to recover profits or damages unless the acts have been committed with knowledge that such imitation is intended to be used to cause confusion, or to cause mistake, or to deceive.

15 U.S.C. 1114(1)

Note: Patent information can be found on the [U.S. Patent and Trademark Office \(USPTO\) website](#).³

Patent

Whoever invents or discovers any new and useful process, machine, manufacture, or composition of matter, or any new and useful improvement, may obtain a patent, subject to the conditions and requirements of United States Code Title 35 (Title 35). *35 U.S.C. 101*

Assignment of Patent

Applications for patent, patents, or any interest therein, shall be assignable in law by an instrument in writing. The applicant, patentee, or his assigns or legal representatives may in like manner grant and convey an exclusive right under his application for patent, or patents, to the whole or any specified part of the United States. *35 U.S.C. 261*

Patent Infringement

Except as otherwise provided in Title 35, whoever without authority makes, uses, offers to sell, or sells any patented invention, within the United States, or imports into the United States any patented invention during the term of the patent, infringes the patent.

Whoever actively induces infringement of a patent shall be liable as an infringer.

Whoever offers to sell or sells within the United States or imports into the United States a component of a patented machine, manufacture, combination, or composition, or a material or apparatus for use in practicing a patented process, constituting a material part of the invention, knowing the same to be especially made or especially adapted for use in an infringement of such patent, and not a staple article or commodity of commerce suitable for substantial noninfringing use, shall be liable as a contributory infringer.

35 U.S.C. 271(a)-(c)

El Campo ISD
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INTELLECTUAL PROPERTY

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(LEGAL)

¹ U.S. Copyright Office: <https://www.copyright.gov/>

² USPTO on Trademarks: <https://www.uspto.gov/trademark>

³ USPTO on Patents: <https://www.uspto.gov/patent>

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Agenda Item Summary Sheet
Meeting Date: September 22, 2020
Submitted by: Bob Callaghan, Superintendent

Action Item

Agenda Item:	Modification of the 2020-2021 School Calendar due to COVID-19
Summary	The district administration is requesting the 20-21 school calendar be adjusted to allow for Monday, October 19, to be changed from a regular school day to a teacher workday/student holiday. This change will enable campuses time to prepare for the anticipated increase of in-person learners in the second nine-weeks.
ECISD Board Policy	None.
Effective Date	October 2021
Previous Board Action	The Board has continued to monitor issues due to COVID-19.
Future Action Expected	The Board has continued to monitor issues due to COVID-19.
Background Information and Significant Issues	COVID-19 Pandemic and associated issues.
Fiscal Impact	None.
Student and Public Benefit	An adjusted 20-21 calendar allows for campuses to prepare schedules.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None
Attachments	None.
Contact Person(s)	Bob Callaghan, Superintendent
Action Required	Motion, second, and majority vote to approve the Modification of the 2020-2021 School Calendar due to COVID-19 so that October 19 is a teacher workday and student holiday.
Superintendent's Recommendation	I recommend you approve the recommended modification to the 2020-2021 school calendar due to COVID-19 so that October 19 is a teacher workday and student holiday. Bob Callaghan, Superintendent of Schools

Consider a Modification to the 2020-2021 ECISD academic calendar due to COVID-19.

To change October 19, 2020 from a student contact day to a teacher workday/student holiday.

**United States
Constitution**

A district shall take no action abridging the freedom of speech or the right of the people to petition the board for redress of grievances. *U.S. Const. Amend. I, XIV*

A board may confine its meetings to specified subject matter and may hold nonpublic sessions to transact business. When the board sits in public meetings to conduct public business and hear the views of citizens, it may not discriminate between speakers on the basis of the content of their speech or the message it conveys. *Rosenberger v. Rector & Visitors of Univ. of Virginia*, 515 U.S. 819, 828 (1995); *City of Madison v. Wis. Emp. Rel. Comm'n*, 429 U.S. 167, 176 (1976); *Pickering v. Bd. of Educ.*, 391 U.S. 563, 568 (1968)

A board may create a limited public forum for the purpose of hearing comments from the public so long as:

1. The board does not discriminate against speech on the basis of viewpoint;
2. Any restrictions are reasonable in light of the purpose served by the forum; and
3. The board provides alternative paths for expressing categories of protected speech that are excluded from the forum.

Fairchild v. Liberty Indep. Sch. Dist., 597 F.3d 747 (5th Cir. 2010)

Texas Constitution

Citizens shall have the right, in a peaceable manner, to assemble together for their common good and to apply to those invested with the powers of government for redress of grievances or other purposes, by petition, address, or remonstrance. *Tex. Const. Art. I, Sec. 27*

Public Comment

A board shall allow each member of the public who desires to address the board regarding an item on an agenda for an open meeting of the board to address the board regarding the item at the meeting before or during the board's consideration of the item.

Time Limits

A board may adopt reasonable rules regarding the public's right to address the board under these provisions, including rules that limit the total amount of time that a member of the public may address the board on a given item.

*Additional Time
for Translation*

If a board does not use simultaneous translation equipment in a manner that allows the board to hear the translated public testimony simultaneously, a rule adopted that limits the amount of time that a member of the public may address the board must provide that a member of the public who addresses the board through a translator must be given at least twice the amount of time as a

member of the public who does not require the assistance of a translator in order to ensure that non-English speakers receive the same opportunity to address the board.

Public Criticism

A board may not prohibit public criticism of the board, including criticism of any act, omission, policy, procedure, program, or service. This does not apply to public criticism that is otherwise prohibited by law.

Gov't Code 551.007

Disruption

It is a criminal offense for a person, with intent to prevent or disrupt a lawful meeting, to substantially obstruct or interfere with the ordinary conduct of a meeting by physical action or verbal utterance and thereby curtail the exercise of others' First Amendment rights. *Penal Code 42.05; Morehead v. State, 807 S.W. 2d 577 (Tex. Cr. App. 1991)*

First Amendment

A district shall take no action respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition a board for a redress of grievances.
U.S. Const. Amend. I

Freedom of Speech

Students do not shed their constitutional rights to freedom of speech or expression at the schoolhouse gate. At school and school events, students have First Amendment rights, applied in light of the special characteristics of the school environment.

Student expression that is protected by the First Amendment may not be prohibited absent a showing that the expression will materially and substantially interfere with the operation of the school or the rights of others.

Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969)
[See also FNCI]

The special characteristics of the school environment and the governmental interest in stopping student drug abuse allow a district to restrict student expression that it reasonably regards as promoting illegal drug use. *Morse v. Frederick*, 551 U.S. 393 (2007)

When a student threatens violence against a student body, such specific threatening speech to a school or its population is unprotected by the First Amendment: school officials may punish such speech without first collecting evidence sufficient to prove a reasonable belief that disruption would occur as a result of the speech. *Ponce v. Socorro Indep. Sch. Dist.*, 508 F.3d 765 (5th Cir. 2007)

The inculcation of fundamental values necessary to the maintenance of a democratic society is part of the work of the school. The First Amendment does not prevent school officials from determining that particular student expression is vulgar and lewd, and therefore contrary to the school's basic educational mission. *Bethel Sch. Dist. No. 403 v. Fraser*, 478 U.S. 675 (1986)

*Prayer at School
Activities*

A public school student has an absolute right to individually, voluntarily, and silently pray or meditate in school in a manner that does not disrupt the instructional or other activities of the school. A student shall not be required, encouraged, or coerced to engage in or refrain from such prayer or meditation during any school activity.
Education Code 25.901

Nothing in the Constitution as interpreted by the U.S. Supreme Court prohibits any public school student from voluntarily praying at any time before, during, or after the school day. But the religious

liberty protected by the Constitution is abridged when a district affirmatively sponsors the particular religious practice of prayer.

A district shall not adopt a policy that establishes an improper majoritarian election on religion and has the purpose and creates the perception of encouraging the delivery of prayer at a series of important school events.

Santa Fe Indep. Sch. Dist. v. Doe, 530 U.S. 290 (2000) (addressing school-sponsored, student-led prayer delivered over the public address system at high school football games) [For invocations and benedictions at commencement, see FMH]

Federal Funds

As a condition of receiving federal funds under the Elementary and Secondary Education Act (ESEA), a district shall certify in writing to TEA that no policy of the district prevents, or otherwise denies participation in, constitutionally protected prayer in public schools, as detailed in the guidance from the United States secretary of education regarding constitutionally protected prayer. The certification shall be provided by October 1 of each year.

By November 1 of each year, TEA shall report to the secretary a list of districts that have not filed the certification or against which complaints have been made to TEA that the district is not in compliance with this section. The secretary may issue and secure compliance with rules or orders with respect to a district that fails to certify, or is found to have certified in bad faith, that no policy of the district prevents, or otherwise denies participation in, constitutionally protected prayer in public schools.

20 U.S.C. 7904

Expression of Religious Viewpoints

A district shall treat a student's voluntary expression of a religious viewpoint, if any, on an otherwise permissible subject in the same manner the district treats a student's voluntary expression of a secular or other viewpoint on an otherwise permissible subject and may not discriminate against the student based on a religious viewpoint expressed by the student on an otherwise permissible subject. *Education Code 25.151*

Policies

A district shall adopt and implement a local policy regarding a limited public forum and voluntary student expression of religious viewpoints. If a district voluntarily adopts and follows the model policy governing voluntary religious expression in public schools at Education Code 25.156, the district is in compliance with the provisions of Education Code Chapter 25, Subchapter E covered by the model policy.

A district shall adopt a policy that includes the establishment of a limited public forum for student speakers at all school events at

which a student is to publicly speak. The policy regarding the limited public forum must also require a district to:

1. Provide the forum in a manner that does not discriminate against a student's voluntary expression of a religious viewpoint, if any, on an otherwise permissible subject;
2. Provide a method, based on neutral criteria, for the selection of student speakers at school events and graduation ceremonies;
3. Ensure that a student speaker does not engage in obscene, vulgar, offensively lewd, or indecent speech; and
4. State, in writing, orally, or both, that the student's speech does not reflect the endorsement, sponsorship, position, or expression of the district.

Student expression on an otherwise permissible subject may not be excluded from the limited public forum because the subject is expressed from a religious viewpoint.

Disclaimer

The disclaimer required by item 4, above, must be provided at all graduation ceremonies. A district must continue to provide the disclaimer at any other event in which a student speaks publicly for as long as a need exists to dispel confusion over the district's non-sponsorship of the student's speech.

Education Code 25.152, .155

Class Assignments

Students may express their beliefs about religion in homework, artwork, and other written and oral assignments free from discrimination based on the religious content of their submissions. Homework and classroom assignments must be judged by ordinary academic standards of substance and relevance and against other legitimate pedagogical concerns identified by a district. Students may not be penalized or rewarded on account of the religious content of their work. *Education Code 25.153*

[For information on the study of religion, see EMI. For information on student religious groups and activities, see FNAB.]

**Patriotic
Observances**

A district may officially encourage students to express love for the United States by reciting historical documents or singing official anthems that contain religious references; such patriotic or ceremonial occasions do not constitute a school-sponsored religious exercise. *Engel v. Vitale, 370 U.S. 421 (1962)*

A district shall not, however, compel students to participate in patriotic observances. *West Virginia State Bd. of Educ. v. Barnette, 319 U.S. 624 (1943) (holding unconstitutional a requirement that students salute the United States flag and recite the Pledge of Allegiance)*

Winter Celebrations

A district may educate students about the history of traditional winter celebrations, and allow students and district staff to offer traditional greetings regarding the celebrations, including:

1. "Merry Christmas";
2. "Happy Hanukkah"; and
3. "Happy holidays."

A district may display on school property scenes or symbols associated with traditional winter celebrations, including a menorah or a Christmas image such as a nativity scene or Christmas tree, if the display includes a scene or symbol of more than one religion or one religion and at least one secular scene or symbol.

A display relating to a traditional winter celebration may not include a message that encourages adherence to a particular religious belief.

Education Code 29.920