



# Three Way ISD

247 CR 207, Stephenville, TX Office: 245-965-6496 Fax: 254-965-3357

Teddy Ott, PhD Superintendent

## Minutes

Tuesday, May 12, 2026

### TWISD Regular School Board Meeting:

I. Roll Call - Verify Quorum

Tracie Hankins, Senaida Huerta, Duanea Armes, Lloyd Lietz, Susan Driskill

II. Citizen Comments

III. CANVASSING the 25/26 School Board Elections

1. Oath of Office for newly appointed board members.
2. Discussion, consideration, and possible action to elect a Board President, Vice President and Secretary.

IV. Staff Reports

1. Financial Update
2. Principal's Report
3. Superintendent

V. Consent Agenda

1. Consider approval or other action for minutes for the April 14, 2026 regular meeting.
2. Consider approval or other action regarding accounts payable report for payments made for the month of April 2026.

3. Consider approval or other action regarding School Health Advisory Council Annual Report 2025-2026.

#### VI. Action Items

1. Discussion, consideration, and possible action to appoint one (1) member to joint committee.
2. Discussion, consideration, and possible action regarding retrofitting school buses with 3-point seatbelts.
3. Discussion, consideration, and possible action to approve Region 11 Contract for Services.
4. Discussion, consideration, and possible action regarding MOU with ESC Region 11 for Safety and Security audits for 3-years.
5. Discussion, consideration, and possible action to review Board Policy DN (local), DNB (legal and local) and TWISD Evaluation tool.
6. Discussion, consideration, and possible action to approve submission of "Low Attendance Waiver" for the 24/25 school year.
7. Discussion, consideration, and possible action to approve submission of "Missed School Days Waiver" for the 24/25 school year.

#### VII. Closed Session

1. In accordance with Texas Open Meetings Law, Texas Government Code Section 551, Annotated in accordance with:  
  
Section 551.074 - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Positions and Contracts
2. Discussion, consideration, and possible action on Staff Contracts.

#### VIII. Adjourn

With no further business before the Board, this meeting is adjourned at \_\_\_\_\_ pm.

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Tracie Hankins, Board President

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Senaida Huerta, Board Secretary

**CASH FLOW vs EXPENDITURES**

	Sep-25	Oct-25	Nov-25	Dec-25	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Totals	Est. Revenue	
<b>CASH INFLOWS</b>															
<b>GENERAL FUND 199</b>															
Foundation School Fund	-\$447,116.00	-\$362,351.00	-\$194,385.00	-\$7,993.00	-\$3,113.00	-\$3,113.00	-\$7,880.00	-\$148,355.00					-\$1,174,306.00	-\$2,461,326.00	47.71%
Available School Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00	-\$72,564.00	0.00%
TRS On-Behalf	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00	-\$170,809.99	0.00%
M&O Taxes	-\$913.89	-\$1,137.90	-\$26,920.98	-\$168,448.71	-\$47,670.31	-\$241,737.05	-\$54,789.59	-\$23,981.65					-\$565,600.08	-\$776,590.00	72.83%
Other Local Revenue	-\$96,277.04	-\$930,005.26	-\$229,062.94	-\$373,168.61	-\$411,995.01	-\$433,147.06	-\$1,399,576.99	-\$7,550.68					-\$3,880,783.59	-\$31,500.00	12319.95%
Interest	-\$342.91	-\$619.62	-\$402.17	-\$404.99	-\$537.93	-\$456.57	-\$514.32	-\$516.89					-\$3,795.40	\$0.00	-\$3,795.40
<b>SPECIAL REVENUE 211,255,270,282,289,410,429</b>															
State/Federal Money	-\$53,059.03	-\$83,137.40	-\$234,847.01	-\$42,147.56	-\$61,367.80	-\$50,028.43	-\$39,422.52	-\$44,396.12					-\$608,405.87	-\$1,709,538.59	35.59%
<b>FOOD SERVICE 240</b>															
Lunchroom	-\$9,719.23	-\$14,495.80	-\$16,554.96	-\$19,377.11	\$0.00	-\$8,443.68	-\$13,846.10	-\$11,504.66					-\$93,941.54	-\$168,510.57	55.75%
<b>Total Revenues</b>	<b>-\$607,428.10</b>	<b>-\$1,391,746.98</b>	<b>-\$702,173.06</b>	<b>-\$611,539.98</b>	<b>-\$524,684.05</b>	<b>-\$736,925.79</b>	<b>-\$1,516,029.52</b>	<b>-\$236,305.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$6,326,832.48</b>	<b>-\$5,390,839.15</b>	<b>117.36%</b>
															<b>Budget</b>
<b>EXPENDITURES</b>															
Expenditures 199	\$317,402.48	\$470,892.44	\$255,689.83	\$269,046.81	\$239,692.49	\$308,517.69	\$229,542.16	\$250,677.03					\$2,341,460.93	\$2,484,870.18	94.23%
Expenditures 211,255,270,282,289,410,427	\$59,972.95	\$71,834.32	\$221,757.05	\$41,101.42	\$50,261.48	\$50,252.39	\$47,058.46	\$54,927.47					\$597,165.54	\$225,207.19	265.16%
Expenditures 240	\$16,848.20	\$17,926.43	\$16,089.94	\$13,582.89	\$13,009.42	\$15,271.99	\$12,126.24	\$16,176.68					\$121,031.79	\$155,327.47	77.92%
<b>Total Expenditures</b>	<b>\$394,223.63</b>	<b>\$560,653.19</b>	<b>\$493,536.82</b>	<b>\$323,731.12</b>	<b>\$302,963.39</b>	<b>\$374,042.07</b>	<b>\$288,726.86</b>	<b>\$321,781.18</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,059,658.26</b>	<b>\$2,865,404.84</b>	<b>106.78%</b>
<b>Total Cash</b>	<b>-\$213,204.47</b>	<b>-\$831,093.79</b>	<b>-\$208,636.24</b>	<b>-\$287,808.86</b>	<b>-\$221,720.66</b>	<b>-\$1,110,967.86</b>	<b>-\$1,804,756.38</b>	<b>-\$558,086.18</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>			
<b>Fund Balance</b>															
General Fund - First Financial/Prosperity	-\$200,342.91	-\$200,619.62	-\$200,402.17	-\$200,404.99	-\$204,334.00	-\$200,456.57	-\$667,077.94	-\$618,086.99							
TexPool Transfers (Payroll/Bills)	-\$500,000.00	-\$525,000.00	\$0.00	\$0.00	-\$200,000.00	-\$175,000.00	-\$750,000.00	\$0.00							
TexPool Investment Pool	-\$707,883.28	-\$1,035,877.59	-\$1,039,273.46	-\$1,039,382.43	-\$845,389.65	-\$672,335.50	-\$1,425,563.50	-\$1,429,850.19							
TexPool Transfers (Payroll/Bills)	\$500,000.00	\$525,000.00	\$0.00	\$0.00	\$200,000.00	\$175,000.00	\$750,000.00	\$0.00							
<b>Total Fund Balance</b>	<b>-\$908,226.19</b>	<b>-\$1,236,497.21</b>	<b>-\$1,239,675.63</b>	<b>-\$1,239,787.42</b>	<b>-\$1,049,723.65</b>	<b>-\$872,792.07</b>	<b>-\$2,092,641.44</b>	<b>-\$2,047,937.18</b>	<b>\$0.00</b>	<b>0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>			

# Board Report Summary

## 2025-2026

APRIL

REVENUE	Est. Revenue	Rev. Realized To Date	Revenue Balance	% Realized	NOTES
Taxes	776,590.00	-565,600.08	210,989.92	72.83%	
Other Rev. Local	31,500.00	-66,750.41	-35,250.41	211.91%	
<b>Total REVENUE - Local and Intermediate</b>	<b>808,090.00</b>	<b>-632,350.49</b>	<b>175,739.51</b>	<b>78.25%</b>	
<b>Total State Program Revenues</b>	<b>2,704,699.99</b>	<b>-1,174,306.00</b>	<b>1,530,393.99</b>	<b>43.42%</b>	
<b>TOTAL Revenue - LOCAL-STATE-FEDERAL</b>	<b>3,512,789.99</b>	<b>-2,986,656.49</b>	<b>526,133.50</b>	<b>85.02%</b>	

Fund 199	Budget	Expenditure YTD	Balance	% Realized	NOTES
<b>Function 11 INSTRUCTION</b>					
6100 - Payroll Costs	-1,838,561.79	1,142,143.95	-696,417.84	62.12%	
6200 - Professional and Contracted Svs	-34,025.81	24,985.81	-9,040.00	73.43%	
6300 - Supplies and Materials	-39,710.00	21,746.45	-17,963.55	54.76%	
6400 - Other Operating Costs	-3,000.00	30,938.97	27,938.97	1031.30%	Costs related to donation payback - \$2,000 2024-25 Alaska Foundation
6600 - Capital Outlay Land Building & Equipment	0.00	0.00	0.00	0.00%	
<b>Total Function 11 INSTRUCTION</b>	<b>-1,915,297.60</b>	<b>1,219,815.18</b>	<b>-695,482.42</b>	<b>63.69%</b>	
<b>Function 12 INSTRUCTIONAL RESOURCES/MEDIA</b>					
6100 - Payroll Costs	-5,776.54	3,550.94	-2,225.60	61.47%	
6200 - Professional & Contracted SVS	-1,687.00	1,687.00	0.00	100.00%	
6300 - Supplies and Materials	0.00	0.00	0.00	0.00%	
<b>Total Function 12 INSTRUCTIONAL RESOURCES/MEDIA</b>	<b>-7,463.54</b>	<b>5,237.94</b>	<b>-2,225.60</b>	<b>70.18%</b>	
<b>Function 13 CURRICULUM &amp; STAFF DEV</b>					
6200 - Professional and Contracted Svs	0.00	0.00	0.00	0.00%	
6300 - Supplies & Materials	-24,000.00	24,932.13	932.13	103.88%	Under budgeted
6400 - Travel & Subsistence	-10,000.00	1,080.17	-8,919.83	10.80%	
<b>Total Function 13 CURRICULUM &amp; STAFF DEV</b>	<b>-34,000.00</b>	<b>26,012.30</b>	<b>-7,987.70</b>	<b>76.51%</b>	
<b>Function 23 SCHOOL LEADERSHIP</b>					
6100 - Payroll Costs	-89,919.27	57,184.60	-32,734.67	63.60%	
6400 - Travel & Subsistence	-3,000.00	1,340.00	-1,660.00	44.67%	
<b>Total Function 23 SCHOOL LEADERSHIP</b>	<b>-92,919.27</b>	<b>58,524.60</b>	<b>-34,394.67</b>	<b>62.98%</b>	
<b>Function 31 GUIDANCE AND COUNSELING SVS</b>					
6100 - Payroll Costs	-127,203.93	90,308.73	-36,895.20	71.00%	
6300 - Supplies and Materials	-800.00	571.33	-228.67	71.42%	
6400 - Other Operating Costs	-2,000.00	649.88	-1,350.12	32.49%	
<b>Total Function 31 GUIDANCE AND COUNSELING</b>	<b>-130,003.93</b>	<b>91,529.94</b>	<b>-38,473.99</b>	<b>70.41%</b>	

<b>Function 33 HEALTH SERVICES</b>					
6100 Health Services	-67,911.16	42,390.50	-25,520.66	62.42%	
6300 - Supplies and Materials	-800.00	862.35	62.35	107.79%	Student Drug Testing Not Budgeted for
6400 - Other Operating Costs	-800.00	0.00	-800.00	0.00%	
<b>Total Function 33 HEALTH SERVICES</b>	<b>-69,511.16</b>	<b>43,252.85</b>	<b>-26,258.31</b>	<b>62.22%</b>	
<b>Function 34 STUDENT TRANSPORTATION</b>					
6100 - Payroll Costs	-25,520.84	15,736.47	-9,784.37	61.66%	
6200 - Professional & Constructed SVS	-3,000.00	11,624.00	8,624.00	387.47%	Costs related to Bus #2 repairs
6300 - Supplies and Materials	-2,000.00	11,351.95	9,351.95	567.60%	Not enough budgeted
6400 - Other Operating Costs	-6,173.00	5,651.64	-521.36	91.55%	
	<b>-36,693.84</b>	<b>44,364.06</b>	<b>7,670.22</b>	<b>120.90%</b>	
<b>Function 36 CO-CURRICULAR ACTIVITIES</b>					
6100 - Payroll Costs	-138,130.87	88,172.07	-49,958.80	63.83%	
6200 - Professional & Constructed SVS	-18,000.00	8,630.00	-9,370.00	47.94%	
6300 - Supplies and Materials	-42,000.00	42,434.36	434.36	101.03%	End of year activities/events
6400 - Other Operating Costs	-9,000.00	12,081.67	3,081.67	134.24%	Costs related to UIL fees, student insurance
<b>Total Function 36 CO-CURRICULAR ACTIVITIES</b>	<b>-207,130.87</b>	<b>151,318.10</b>	<b>-55,812.77</b>	<b>73.05%</b>	
<b>Function 41 General Administration</b>					
6100 - Payroll Costs	-163,144.88	100,500.03	-62,644.85	61.60%	
6200 - Professional & Constructed SVS	-59,462.38	66,142.86	6,680.48	111.23%	Legal Services over budget
6300 - Supplies and Materials	-2,000.00	1,578.08	-421.92	78.90%	
6400 - Other Operating Costs	-4,173.00	9,070.11	4,897.11	217.35%	Not enough budgeted
<b>Total Function 41 GENERAL ADMINISTRATION</b>	<b>-228,780.26</b>	<b>177,291.08</b>	<b>-51,489.18</b>	<b>77.49%</b>	
<b>Function 51 Plant Maintenance &amp; Operations</b>					
6100 - Payroll Costs	-143,314.09	102,161.96	-41,152.13	71.29%	
6200 - Professional & Constructed SVS	-120,000.00	107,275.74	-12,724.26	89.40%	
6300 - Supplies and Materials	-40,000.00	24,236.73	-15,763.27	60.59%	
6400 - Other Operating Costs	-27,376.00	27,126.00	-250.00	99.09%	
6600 - Capital Outlay	0.00	0.00	0.00	0.00%	
<b>Total Function 51 PLANT MAINTENANCE &amp; OPERATION</b>	<b>-330,690.09</b>	<b>260,800.43</b>	<b>-69,889.66</b>	<b>78.87%</b>	
<b>Function 52 Security &amp; Monitoring</b>					
6100 - Payroll Costs	-66,995.89	27,820.97	-39,174.92	41.53%	
6200 - Professional & Constructed SVS	-55,000.00	38,449.92	-16,550.08	69.91%	
6300 - Supplies and Materials	-4,000.00	4,789.95	789.95	119.75%	Costs related to ammo purchases for Guardian trainings
6400 - Other Operating Costs	-250.00	1,563.52	1,313.52	625.41%	Costs related to expenditures related to Marshall Program Implementat
<b>Total Function 52 DATA PROCESSING</b>	<b>-126,245.89</b>	<b>72,624.36</b>	<b>-53,621.53</b>	<b>57.53%</b>	
<b>Function 53 Data Processing</b>					
6100 - Payroll Costs	-103,544.54	30,461.52	-73,083.02	29.42%	
6200 - Professional & Constructed SVS	-3,000.00	41,644.93	38,644.93	1388.16%	No budget for IT Contracted Services
6300 - Supplies and Materials	-3,000.00	12,674.12	9,674.12	422.47%	Raptor Renewal for Visitor Mgmt System
6400 - Other Operating Costs	-1,759.00	1,759.00	0.00	100.00%	
<b>Total Function 53 DATA PROCESSING</b>	<b>-111,303.54</b>	<b>86,539.57</b>	<b>-24,763.97</b>	<b>77.75%</b>	

<b>Function 71 Debt Service</b>				
6500 - Long Term Debt/Interest	-120,000.00	89,042.28	-30,957.72	74.20%
<b>Total Function 71 DEBT SERVICE</b>	<b>-120,000.00</b>	<b>89,042.28</b>	<b>-30,957.72</b>	<b>74.20%</b>
<b>Function 81 Facilities Acq &amp; Construction</b>				
6600 - Bldg Purchase, Construction	0.00	-	0.00	0.00%
<b>Total Function 81 FACILITIES ACQ &amp; CONST</b>	<b>0.00</b>	<b>-</b>	<b>0.00</b>	<b>0.00%</b>
<b>Function 93 Payments-Shared</b>				
6200 - Professional & Constructed SVS	-82,750.00	0.00	-82,750.00	0.00%
<b>Total Function 93 PAYMENST-SHARED</b>	<b>-82,750.00</b>	<b>0.00</b>	<b>-82,750.00</b>	<b>0.00%</b>
<b>Function 99 Tax Appraisal &amp; Collection</b>				
6200 - Professional & Constructed SVS	-20,000.00	15,108.24	-4,891.76	75.54%
<b>Total Function 99 TAX APPRAISAL &amp; COLLECTION</b>	<b>-20,000.00</b>	<b>15,108.24</b>	<b>-4,891.76</b>	<b>75.54%</b>
<b>Total Function 00 OTHER USES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>-3,512,789.99</b>	<b>2,341,460.93</b>	<b>-1,171,329.06</b>	<b>66.66%</b>



**THREE WAY**  
**INDEPENDENT SCHOOL DISTRICT**  
247 CR 207, Stephenville, TX 76401 | 254.965.6496

Teddy Ott,  
Superintendent

**Regular School Board Meeting Minutes April 14, 2026**

**I. Roll Call** – Meeting was called to order at 5:34pm

Tracie Hankins, Senaida Huerta, Duanea Armes, and Cody Howle were in attendance. Lloyd Lietz was absent.

Dr. Ott, Superintendent; Dr. Delka, Principal; Jennifer Bailey, Business Manager; Coach Rigdon, Athletic Director; and Stephanie Ritchie, PEIMS/Admin Assistant were also in attendance.

**II. Citizen Comments** – There were no citizen comments

**III. Staff Reports**

1. Financial Update – Bailey presented
2. Principal's Report – Dr. Delka presented
3. Superintendent – Dr. Ott and Coach Rigdon presented

**IV. Consent Agenda**

1. Consider approval or other action for minutes for the March 17, 2026 regular meeting.
2. Consider approval or other action regarding accounts payable report for payments made for the month of March 2026.

Cody Howle moved to accept the consent agenda as presented. Senaida Huerta seconded the motion. Motion carried 4/0.

**V. Action Items**

1. Discussion, consideration, and possible action to adopt Interlocal Agreement / Resolution with ESC Region 11 Benefits Cooperative.

Duanea Armes moved to approve Interlocal Agreement with ESC Region 11 Benefits Cooperative as presented. Cody Howle seconded the motion. Motion carried 4/0.

2. Discussion, consideration, and possible action regarding MOU with Cornerstone Christian Academy for the 26/27 SY.

Cody Howle moved to approve MOU with Cornerstone Christian Academy for the 26/27 school year as presented. Senaida Huerta seconded the motion. Motion carried 4/0.

3. Discussion, consideration, and possible action to approve the District of Innovation (DOI) Plan (Revised).

Cody Howle moved approve the revised District of Innovation Plan as presented. Duanea Armes seconded the motion. Motion carried 4/0.

4. Discussion, consideration, and possible action regarding adoption of revised policies BDF, DBA, DK, DNB, EB and FDA to bring TWISD's DOI Plan into compliance.

Cody Howle moved to adopt updates to BDF, DBA, DK, DNB and FDA and to update wording in our DOI to state "Academic Records" rather than "Academic Performance Records". Senaida Huerta seconded the motion. Motion carried 4/0.

5. Discussion, consideration, and possible action to set acceptable forms of Proof of Residence for in-district students.

Cody Howle moved to adopt acceptable forms of Proof of Residence as presented asking that records be within the past 60 days. Duanea Armes seconded the motion. Motion carried 4/0.

6. Discussion, consideration, and possible action to appoint 2 members to committee.

Cody Howle moved to appoint Lloyd Lietz to the joint committee with Education Foundation; to bring item back next month to decide on a second member to be appointed. Senaida Huerta seconded the motion. Motion carried 4/0.

Regular session was recessed and Board entered closed session at 6:33pm.

## VI. **Closed Session**

1. In accordance with Texas Open Meetings Law, Texas Government Code Section 551, Annotated in accordance with:

Section 551.074 - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Positions and Contracts

Closed session ended and the regular session was reconvened at 7:04pm.

2. Discussion, consideration, and possible action on Staff Contracts.

No Action was taken by the board.

## VII. **Adjourn** - With no further business before the Board, this meeting is adjourned at 7:05pm.

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Board President

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Board Secretary

For the Month of April

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
001001	04-01-2026	DUNCAN DISPOSAL	016943	0794-017431150	199-51-6259.00-072-699000	DISPOSAL	1,623.95	N
001002	04-01-2026	KIRBO'S OFFICE SYSTE	016944	559154	199-71-6512.00-072-699000	KIRBOS COPIER LEASE	1,166.00	N
			016944	560311	199-71-6512.00-072-699000	KIRBOS COPIER LEASE	449.55	N
			016944	560594	199-71-6512.00-072-699000	KIRBOS COPIER LEASE	417.75	N
<b>Totals for Check 001002</b>							<b>2,033.30</b>	
001003	04-01-2026	HILAND DAIRY FOODS L	016939	6838409	240-35-6341.00-072-699000	MILK	158.52	N
			016939	6838117	240-35-6341.00-072-699000	MILK	246.64	N
			016939	6838254	240-35-6341.00-072-699000	MILK	282.81	N
<b>Totals for Check 001003</b>							<b>687.97</b>	
001004	04-01-2026	ARCO MOBILE FIRE	016945	35460	199-51-6249.00-072-699000	SEMI ANNUAL INSPECTION	170.00	N
001005	04-01-2026	LABATT FOOD SERVICE	016950	03187542	240-35-6341.00-072-699000	FOOD	1,292.96	N
			016950	03258221	240-35-6341.00-072-699000	FOOD	999.61	N
<b>Totals for Check 001005</b>							<b>2,292.57</b>	
001006	04-01-2026	THE WATER SHOP	016948	32857	199-51-6269.00-072-699000	WATER COOLER RENTAL	100.00	N
			016948	32857	199-51-6319.00-072-699000	WATER & CUPS	985.50	N
<b>Totals for Check 001006</b>							<b>1,085.50</b>	
001007	04-01-2026	AMAZON CAPITAL	016951	1FMK-4PV1-	199-11-6399.00-072-621000	OFFICE SUPPLIES	50.00	N
			016951	1FMK-4PV1-	199-11-6399.00-072-623000	OFFICE SUPPLIES	50.00	N
			016951	1FMK-4PV1-	199-11-6399.01-072-611000	OFFICE SUPPLIES	150.00	N
			016951	1FMK-4PV1-	199-11-6399.02-101-611000	OFFICE SUPPLIES	150.00	N
			016953	1X6R-9TR3-	199-31-6399.00-101-699000	TESTING SUPPLIES	110.96	N
			016951	1FMK-4PV1-	199-41-6399.00-701-699000	OFFICE SUPPLIES	173.51	N
			016952	1RKF-6RTW-	199-51-6319.00-072-699000	HAND CRANK DEVICE/OIL	55.98	N
			016955	14MW-H1F4-	429-52-6399.10-072-699000	ALUMINUM PHONE CASE 1	99.96	N
			016955	1MH7-L4PD-	429-52-6399.10-072-699000	ALUMINUM PHONE CASE 2	199.92	N
<b>Totals for Check 001007</b>							<b>1,040.33</b>	
001008	04-01-2026	SAGUARO TECHNOLOGI	016935	2459	199-53-6249.00-072-699000	IT SUPPORT MARCH	1,500.00	N
001009	04-01-2026	WRIGHT'S ICE SERVICE	016934	7254	199-51-6269.00-072-699000	ICE MACHINE RENTAL X2	308.00	N
001010	04-01-2026	NEXTLINK	016936		199-51-6259.00-072-699000	PHONE & FAX	1,639.78	N
001011	04-01-2026	ERATH COUNTY	016954	SROAPRILTW	199-52-6249.00-072-699000	SRO APRIL	5,950.00	N
001012	04-01-2026	TRANS TEXAS TIRE	016946	1-147054	199-34-6249.00-072-699000	TIRE REPAIR	65.00	N
001013	04-01-2026	BLANKET ISD	016937	TM0326-9	199-36-6399.00-101-691000	JH & HS TRACK MEETS	750.00	N
001014	04-01-2026	JOHN BERRY	016942		199-11-6399.00-101-622000	REIMBURSE GOLF LUNCH	41.00	N
			016942		199-36-6411.00-101-691000	REIMBURSE GOLF LUNCH	75.27	N
			016942		199-36-6411.00-101-691000	REIMBURSE REPLACEMENT CHE	35.00	N
<b>Totals for Check 001014</b>							<b>151.27</b>	
001015	04-01-2026	LOWMAN CONSULTING	016947	12470	429-11-6399.06-072-699000	ALG 1 STAAR BLITZ	750.00	N
001016	04-01-2026	LAURA PARKER	016938		199-31-6411.00-101-611000	WORKSHOP ESC 11	128.76	N
			016938		199-31-6411.00-101-611000	WEATHERFORD COLLEGE PROR	95.70	N
			016938		199-31-6411.00-101-611000	COLLEGE DAY LUNCH	43.50	N
<b>Totals for Check 001016</b>							<b>267.96</b>	

For the Month of April

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
001017	04-01-2026	GOLD STAR FOODS INC	016949	3245707	240-35-6344.00-072-699000	COMMODITY DELIVERY	6.25	N
			016949	3239748	240-35-6344.00-072-699000	COMMODITY DELIVERY	121.80	N
<b>Totals for Check 001017</b>							<b>128.05</b>	
001018	04-01-2026	ASCEND LEARNING HOL	016956	INV0870859	199-11-6399.00-101-622000	BILLING & CODING SPECIALIST E	387.00	N
001019	04-01-2026	ZEARN	016941	INV18186	429-11-6399.07-072-699000	VIRTUAL GROW TRAINING NMP	1,000.00	N
001020	04-01-2026	TIMMONS EXTERMINATI	016940	55006	199-51-6249.00-072-699000	MONTHLY PEST SERVICE	250.00	N
001021	04-01-2026	KEITH ACE HARDWARE	016957	007174	199-51-6319.00-072-699000	LEVER/TOILET/SMALL PROPANE	125.11	N
001022	04-06-2026	DALE COLLUM	016964		199-51-6249.00-072-699000	RAW WELL & TCEQ TEST SAMPL	500.00	N
001023	04-06-2026	MEDIEVAL TIMES USA	016965	43581746	199-11-6399.03-072-611000	JH FIELD TRIP	1,149.90	N
001024	04-07-2026	LAURA PARKER	016978		199-31-6411.00-101-611000	ESC11 WORKSHOP	102.80	N
001025	04-15-2026	HILAND DAIRY FOODS L	016994	6838559	240-35-6341.00-072-699000	MILK	274.60	N
			016995	6838709	240-35-6341.00-072-699000	MILK	274.41	N
<b>Totals for Check 001025</b>							<b>549.01</b>	
001026	04-15-2026	LOWER COLORADO RIV	017000	LAB-0090699	199-51-6249.00-072-699000	SYNTH ORG CONT GROUP/NITRA	551.00	N
001027	04-15-2026	LABATT FOOD SERVICE	016982	04088925	240-35-6341.00-072-699000	FOOD	1,204.74	N
			016982	04019735	240-35-6341.00-072-699000	FOOD	919.31	N
<b>Totals for Check 001027</b>							<b>2,124.05</b>	
001028	04-15-2026	AMAZON CAPITAL	016992	1HNF-FT3P-	199-11-6399.00-101-622000	CTE CLASSROOM SUPPLIES	445.62	N
			016991	1PCC-FVCT-	199-11-6399.02-101-611000	MARCOM CLASSROOM	102.03	N
<b>Totals for Check 001028</b>							<b>547.65</b>	
001029	04-15-2026	WRIGHT'S ICE SERVICE	016980	27191	199-51-6269.00-072-699000	ICE MACHINE RENTAL	308.00	N
001030	04-15-2026	PACK & MAIL PLUS	016981	412801	199-41-6399.00-701-699000	POSTAGE	249.00	N
001031	04-15-2026	SIDNEY LEYENDEKKER	016988	4044	199-34-6249.00-072-699000	SCHOOL BUS #2 MAINTENANCE	414.65	N
001032	04-15-2026	BLUFF DALE ISD	016989	406	199-36-6399.00-101-691000	GYM RENTAL	1,100.00	N
001033	04-15-2026	NATIONAL FFA	016984	MDE383287	199-36-6399.03-101-622000	GRAD CORD/JACKET/PINS	225.80	N
001034	04-15-2026	LEASOR CRASS PC	016997	29823	199-41-6211.00-701-699000	DOI RESEARCH	2,802.50	N
001035	04-15-2026	THE HAY & FEED RANC	016993	1364	199-11-6399.00-101-622000	CHICKEN FEED	29.00	N
001036	04-15-2026	MOWREY WASTEWATE	016985	0008180	199-51-6249.00-072-699000	SERVICE CALL + LABOR	601.75	N
001037	04-15-2026	IREDELL ISD	017003	TWGOLF41026	199-36-6399.00-101-691000	GOLF TOURNEY X 2	660.00	N
001038	04-15-2026	TARLETON STATE UNIV	016986	T002688	199-51-6249.00-072-699000	LAB SAMPLE ANALYSIS	100.00	N
001039	04-15-2026	BALFOUR HEATH ENT	017001	412026	199-11-6399.02-101-611000	J TORRES/B GREER CAP/GOWN	150.00	N
			017001	31726	199-51-6269.00-072-699000	RENTAL GOWNS/HOODS GRADU	620.00	N
<b>Totals for Check 001039</b>							<b>770.00</b>	
001040	04-15-2026	BLANKET ISD	016987	TMCS-15	199-36-6399.00-101-691000	JH/HS TRACK MEET	280.00	N
001041	04-15-2026	FLINN SCIENTIFIC INC	016983	3258287	199-11-6399.02-101-611000	MARCOM CLASSROOM	28.48	N
001042	04-15-2026	STRATEGIC EQUIPMENT	016996	1002918	240-35-6269.00-072-699000	MILK COOLER	267.00	N

For the Month of April

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
001043	04-15-2026	THREE WAY FFA BOOST	016990	TWUIL2026	199-11-6499.00-072-611000	ACADEMIC UIL MEALS	392.00	N
001044	04-15-2026	WALSWORTH PUBLISHI	016998	6-15626-0	199-11-6399.02-101-611000	YEARBOOK DEPOSIT	1,022.55	N
001045	04-15-2026	BRANNON FUEL LLC	016979	3108	199-34-6311.00-072-699000	DIESEL & GASOLINE	3,513.38	N
001046	04-15-2026	TWISTED AIR & REFRIG	017002	1020	199-51-6249.00-072-699000	SERVICE/REPAIR ELEM CLASSR	730.00	N
001047	04-15-2026	NATIONAL BENEFIT SER	DEDCH		199-00-2159.00-003-600000	APR DED TAX SHEL. ANNUITY	350.00	N
001048	04-15-2026	HIGGINBOTHAM PUBLIC	DEDCH		199-00-2153.00-005-600000	APR DED HEALTH INSURANCE	372.57	N
			DEDCH		199-00-2153.00-009-600000	APR DED HEALTH INSURANCE	281.97	N
			DEDCH		199-00-2153.00-010-600000	APR DED LIFE INSURANCE	370.63	N
			DEDCH		199-00-2153.00-011-600000	APR DED LIFE INSURANCE	5.40	N
			DEDCH		199-00-2153.00-013-600000	APR DED LIFE INSURANCE	20.99	N
			DEDCH		199-00-2153.00-015-600000	APR DED LIFE INSURANCE	54.40	N
			DEDCH		199-00-2153.00-016-600000	APR DED LIFE INSURANCE	92.20	N
			DEDCH		199-00-2153.00-017-600000	APR DED LIFE INSURANCE	292.74	N
			DEDCH		199-00-2153.00-018-600000	APR DED LIFE INSURANCE	54.44	N
			DEDCH		199-00-2153.00-019-600000	APR DED LIFE INSURANCE	.70	N
			DEDCH		199-00-2153.00-021-600000	APR DED LIFE INSURANCE	17.90	N
			DEDCH		199-00-2153.00-022-600000	APR DED HEALTH INSURANCE	512.13	N
			DEDCH		199-00-2153.00-024-600000	APR DED LIFE INSURANCE	17.90	N
			DEDCH		199-00-2153.00-025-600000	APR DED LIFE INSURANCE	9.00	N
			DEDCH		199-00-2153.00-026-600000	APR DED LIFE INSURANCE	160.79	N
			DEDCH		199-00-2153.00-027-600000	APR DED LIFE INSURANCE	7.00	N
			DEDCH		199-00-2153.00-031-600000	APR DED HEALTH INSURANCE	112.38	N
			DEDCH		199-00-2159.00-012-600000	APR DED MISCELLANEOUS DEDU	700.00	N
			DEDCH		199-00-2159.00-029-600000	APR DED MISCELLANEOUS DEDU	15.90	N
			DEDCH		199-00-2159.00-030-600000	APR DED MISCELLANEOUS DEDU	72.00	N
			DEDCH		199-00-2159.00-036-600000	APR DED MISCELLANEOUS DEDU	98.00	N
			DEDCH		199-00-2159.00-037-600000	APR DED MISCELLANEOUS DEDU	124.51	N
			DEDCH		199-00-2159.00-041-600000	APR DED MISCELLANEOUS DEDU	115.40	N
<b>Totals for Check 001048</b>							<b>3,508.95</b>	
001049	04-15-2026	LEGAL SHIELD	DEDCH		199-00-2159.00-034-600000	APR DED MISCELLANEOUS DEDU	120.65	N
001050	04-15-2026	EECU	DEDCH		199-00-2159.00-035-600000	APR DED HSA	500.00	N
001051	04-15-2026	AFLAC	DEDCH		199-00-2159.00-040-600000	APR DED MISCELLANEOUS DEDU	210.92	N
001052	04-24-2026	JOHN BERRY	017004		199-51-6319.00-072-699000	REIMBURSE FERTILIZER	211.08	N
008260	04-27-2026	THE HOME DEPOT	016495		240-35-6342.00-072-699000	WRONG ACCT CODE	-524.00	N
022095	04-16-2026	WALMART	017045		199-36-6399.00-101-691000	TENNIS	11.39	N
042426	04-24-2026	COMANCHE COUNTY M	017051		199-34-6411.00-072-699000	RIGDON DOT PHYSICAL	85.00	N
101679	04-27-2026	EXXON MOBILE	017054		199-34-6311.00-072-699000	UIL TRIP FUEL	75.19	N
102436	04-13-2026	ALLSUPS	017036		199-36-6311.00-101-691000	GOLF FUEL	27.89	N

For the Month of April

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
109191	04-28-2026	HARD EIGHT BBQ	017057		199-41-6499.00-720-699000	AUDITOR LUNCH	49.54	N
112920	04-13-2026	STAPLES	017037		199-41-6499.00-720-699000	TW POSTCARD MAILOUTS	89.99	N
124401	04-14-2026	POPEYES	017042		199-36-6412.00-072-691000	GOLF MEALS	21.41	N
160142	04-20-2026	HYATT HOUSE	017047		199-36-6399.00-101-691000	TENNIS HOTEL	96.90	N
			017047		199-36-6399.00-101-691000	TENNIS HOTEL	96.90	N
						<b>Totals for Check 160142</b>	<b>193.80</b>	
162046	04-16-2026	LA QUINTA	017044		199-36-6399.00-101-691000	GOLF HOTEL	214.59	N
182442	04-02-2026	RAISING CANES	017028		199-36-6399.03-101-622000	FFA EVENT MEALS	124.67	N
			017028		199-36-6399.03-101-622000	WRONG CONTRA	-124.67	N
						<b>Totals for Check 182442</b>	<b>.00</b>	
260191	04-14-2026	TWO SENORITAS	017038		199-36-6412.00-072-691000	GOLF MEALS	40.26	N
270649	04-02-2026	EFTPS	017060		199-00-2151.00-000-600000	WH TAXES	11,390.78	N
			017060		199-00-2152.01-000-600000	EMPLOYER FICA	122.30	N
			017060		199-00-2152.01-000-600000	MEDICARE	2,991.97	N
			017060		199-00-2152.02-000-600000	EMPLOYEE FICA	122.30	N
			017060		199-00-2152.02-000-600000	MEDICARE DIST MATCH	2,991.97	N
						<b>Totals for Check 270649</b>	<b>17,619.32</b>	
361191	04-27-2026	SMOKIN GRILL	017055		199-36-6412.00-072-691000	UIL MEAL	75.19	N
			017055		199-36-6412.00-072-691000	WRONG AMOUNT	-75.19	N
			017056		199-36-6412.00-072-691000	UIL MEAL	39.79	N
						<b>Totals for Check 361191</b>	<b>39.79</b>	
391740	04-14-2026	CARD MY YARD	017039		199-36-6399.04-101-691000	GRADUATION	102.00	N
511401	04-01-2026	FIRST FINANCIAL BANK	017024		199-00-1101.00-000-600000	INTRAFI DEBIT	514.32	N
511415	04-15-2026	FIRST FINANCIAL BANK	017025		199-41-6499.00-701-699000	ANALYSIS FEE FFIN	11.03	N
624645	04-15-2026	PROSPERITY BANK	017061		199-41-6499.00-720-699000	ANALYSIS CHARGE	25.00	N
714591	04-27-2026	REGION 4 ESC	017053		199-34-6411.00-072-699000	RIGDON BUS TRAINING	60.00	N
766126	04-20-2026	WAFFLE HOUSE	017046		199-36-6412.00-072-691000	TENNIS MEALS	62.75	N
800957	04-29-2026	WALMART	017058		199-51-6319.00-072-699000	CHAIR STOPPERS	16.00	N
800991	04-24-2026	WALMART	017052		199-11-6399.00-072-621000	GT CLASSROOM SUPPLIES	58.05	N
803915	04-20-2026	CANDLEWOOD SUITES	017050		199-36-6399.00-101-691000	TENNIS HOTEL	154.59	N
			017050		199-36-6399.00-101-691000	TENNIS HOTEL	154.59	N
						<b>Totals for Check 803915</b>	<b>309.18</b>	
913666	04-02-2026	TEACHER RETIREMENT	017062		199-00-2153.00-002-600000	TRS ACTIVE CARE	16,629.00	N
			017062		199-00-2155.00-000-600000	MARCH TRS MEMBER CONT	16,943.67	N
			017062		199-00-2155.00-000-600000	MEMBER TRS CARE	1,334.96	N
			017062		199-00-2155.01-000-600000	RE FED FUND/PRIV GRANT	3,430.28	N
			017062		199-00-2155.02-000-600000	STATE MIN	3,829.50	N
			017062		199-00-2155.03-000-600000	RE FED FUND TRS CARE	519.74	N
			017062		199-00-2155.04-000-600000	RE TRS CARE	1,540.32	N
			017062		199-00-2155.08-000-600000	PUB EDUC	2,976.50	N

## For the Month of April

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
			017062		199-00-2155.09-000-600000	PENSION SURCHARGE RETIREE	1,564.35	N
			017062		199-00-2155.10-000-600000	TRS CARE SURCHARGE RETIREE	1,070.00	N
<b>Totals for Check 913666</b>							<b>49,838.32</b>	
914041	04-10-2026	CHICK FIL A	017031		199-36-6399.03-101-622000	FFA EVENT MEALS	121.66	N
914042	04-02-2026	RAISING CANES	017033		199-36-6399.03-101-622000	FFA EVENT MEALS	124.67	N
915710	04-14-2026	MT PLEASANT COUNTR	017041		199-36-6399.00-101-691000	GOLF PRACTICE ROUND	27.76	N
915741	04-01-2026	WALMART	017027		199-51-6319.00-072-699000	PART FOR WATER FOUNTAIN	124.27	N
			017027		199-51-6319.00-072-699000	WRONG CONTRA	-124.27	N
			017032		199-51-6319.00-072-699000	WATER FOUNTAIN PART	124.27	N
<b>Totals for Check 915741</b>							<b>124.27</b>	
915744	04-14-2026	MT PLEASANT COUNTR	017040		199-36-6399.00-101-691000	GOLF PRACTICE ROUND	30.90	N
915745	04-15-2026	STAPLES	017043		199-36-6399.04-101-691000	GRADUATION SIGNS	119.94	N
915747	04-07-2026	SERVS SAFE	017029		199-11-6399.00-072-621000	SERVSAFE GT CLASSROOM	110.67	N
			017029		199-11-6399.00-072-621000	WRONG CONTRA	-110.67	N
			017034		199-11-6399.00-072-621000	GT CLASSROOM SUPPLIES	110.67	N
<b>Totals for Check 915747</b>							<b>110.67</b>	
915748	04-08-2026	WILEY FLOWER	017030		199-41-6499.00-720-699000	HANEY FLOWERS HUSBAND	153.19	N
			017030		199-41-6499.00-720-699000	WRONG CONTRA	-153.19	N
			017035		199-41-6499.00-720-699000	HANEY HUSBAND FLOWERS	153.19	N
<b>Totals for Check 915748</b>							<b>153.19</b>	
915926	04-20-2026	FIRST WATCH	017049		199-36-6412.00-072-691000	TENNIS MEALS	90.04	N
952915	04-20-2026	BJ'S RESTAURANT	017048		199-36-6412.00-072-691000	TENNIS MEALS	86.42	N
959915	04-30-2026	FAIRFIELD INN	017059		199-11-6399.02-101-611000	STATE UIL HOTEL	107.21	N
			017059		199-11-6399.02-101-611000	STATE UIL HOTEL	107.21	N
<b>Totals for Check 959915</b>							<b>214.42</b>	
999999	04-14-2026	WORKERS COMP ACCO	017026		199-00-1114.00-000-600000	WORKERS COMP POOL	92.00	N
<b>Total Checks</b>							<b>116,362.67</b>	

End of Report



Three Way Independent School District  
247 CR 207, Stephenville, Tx 76401  
254-965-6496

## **School Health Advisory Council Annual Report 2025 - 2026**

### **SHAC Activities**

September 9, 2025: First Meeting

- Presentation from Health Futures of Texas human sexuality curriculum

November 12, 2025: Second Meeting

- Review McGraw Hill health text books
  - Grade 5 - Health & Wellness (2014)
  - JH - Teen Health (2021)
  - HS - Health (2022)

February 5, 2026: Third Meeting

- Updated Sexual Health Needs and Resource Assessment
- Finalized Health & Sexual Health Education Recommendations which were presented and accepted by the School Board on March 17th, 2026

April 14, 2026: Fourth Meeting

- Review and update SHAC bylaws following updates to Texas Education Code §28.004 following passage of Senate Bill 12 (89th Texas Legislature)
- Initiate TWISD Health & Wellness Education Compliance Matrix
- Review and finalize SHAC Annual Report to the School Board

### **Recommendations Made**

[Health & Human Development Curriculum Proposal - Board Action Summary](#)

### **Updates to Prior Recommendations**

[TWISD Health & Wellness Edu Compliance Matrix](#)

### **Subcommittee Recommendations**

Not applicable

BUCK'S WHEEL  
& EQUIPMENT

5101 N. MAIN ST  
FORT WORTH, TX 76179  
PHONE 817-332-1228  
FAX 817-332-1817



# Quote

Date	Quote #
4/29/2026	39722
Rep	

Name / Address
THREE WAY ISD 247 CR207 STEPHENVILLE, TX 76401

Ship To
THREE WAY ISD 247 CR207 STEPHENVILLE, TX 76401

UNIT #	Customer E-mail	Customer Phone	Customer Fax
	jbailey@twisd.us	254-965-6496	254-965-3357

Item	Description	Qty	Rate	Total
PARTS	NEX GEN, 39" SEAT ASSEMBLY ONLY WITH (3) 3-POINT SEAT BELTS, GRAY FIREBLOCK VINYL	22	950.25	20,905.50
LABOR	REMOVE ALL EXISTING SEATS AND HARDWARE, INSTALL NEW 3PT SEAT BELT SEATS WITH NEW MOUNTING HARDWARE	1	6,500.00	6,500.00
PARTS	RETROFIT MOUNTING KIT	22	36.52	803.44
SHOP PARTS	SHOP PARTS / MISC. EXPENSE HARDWARE	1	650.00	650.00
LABOR 909	REMOVE AND REPLACE THE SUBFLOOR AND VINYL FLOORING	1	7,000.00	7,000.00
	*****FLOOR MUST BE REPLACED DUE TO LIABILITY REASONS PER THE SEAT MANUFACTURER*****			
	*****THIS IS A GENERIC QUOTE FOR A 60 / 64 PASSENGER BUS*****			
	*****PRICING CAN CHANGE DEPENDING ON THE MOUNTING OF THE SEATS.*****			
	*****QUOTE VALID FOR 30 DAYS*****			

<b>Subtotal</b>	\$35,858.94
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$35,858.94

TRANS. PHONE #
254-964-8311

TRANS. FAX #

BUCK'S WHEEL  
& EQUIPMENT

5101 N. MAIN ST  
FORT WORTH, TX 76179  
PHONE 817-332-1228  
FAX 817-332-1817



# Quote

Date	Quote #
4/29/2026	39720
Rep	

Name / Address
THREE WAY ISD 247 CR207 STEPHENVILLE, TX 76401

Ship To
THREE WAY ISD 247 CR207 STEPHENVILLE, TX 76401

UNIT #	Customer E-mail	Customer Phone	Customer Fax
	jbailey@twisd.us	254-965-6496	254-965-3357

Item	Description	Qty	Rate	Total
PARTS	NEX GEN, 39" SEAT ASSEMBLY ONLY WITH (3) 3-POINT SEAT BELTS, GRAY FIREBLOCK VINYL	18	950.25	17,104.50
LABOR	REMOVE ALL EXISTING SEATS AND HARDWARE, INSTALL NEW 3PT SEAT BELT SEATS WITH NEW MOUNTING HARDWARE	1	6,500.00	6,500.00
PARTS	RETROFIT MOUNTING KIT	18	36.52	657.36
SHOP PARTS	SHOP PARTS / MISC. EXPENSE HARDWARE	1	650.00	650.00
LABOR 909	REMOVE AND REPLACE THE SUBFLOOR AND VINYL FLOORING	1	7,000.00	7,000.00
	*****FLOOR MUST BE REPLACED DUE TO LIABILITY REASONS PER THE SEAT MANUFACTURER*****			
	*****THIS IS A GENERIC QUOTE FOR A 50/52 PASSENGER BUS*****			
	*****PRICING CAN CHANGE DEPENDING ON THE MOUNTING OF THE SEATS.*****			
	*****QUOTE VALID FOR 30 DAYS*****			

<b>Subtotal</b>	\$31,911.86
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$31,911.86

TRANS. PHONE #
254-964-8311

TRANS. FAX #

BUCK'S WHEEL  
& EQUIPMENT

5101 N. MAIN ST  
FORT WORTH, TX 76179  
PHONE 817-332-1228  
FAX 817-332-1817



# Quote

Date	Quote #
4/29/2026	39721
Rep	

Name / Address
THREE WAY ISD 247 CR207 STEPHENVILLE, TX 76401

Ship To
THREE WAY ISD 247 CR207 STEPHENVILLE, TX 76401

UNIT #	Customer E-mail	Customer Phone	Customer Fax
	jbailey@twisd.us	254-965-6496	254-965-3357

Item	Description	Qty	Rate	Total
PARTS	NEX GEN, 39" SEAT ASSEMBLY ONLY WITH (3) 3-POINT SEAT BELTS, GRAY FIREBLOCK VINYL	24	950.25	22,806.00
LABOR	REMOVE ALL EXISTING SEATS AND HARDWARE, INSTALL NEW 3PT SEAT BELT SEATS WITH NEW MOUNTING HARDWARE	1	6,500.00	6,500.00
PARTS	RETROFIT MOUNTING KIT	24	36.52	876.48
SHOP PARTS	SHOP PARTS / MISC. EXPENSE HARDWARE	1	650.00	650.00
LABOR 909	REMOVE AND REPLACE THE SUBFLOOR AND VINYL FLOORING	1	7,000.00	7,000.00
	*****FLOOR MUST BE REPLACED DUE TO LIABILITY REASONS PER THE SEAT MANUFACTURER*****			
	*****THIS IS A GENERIC QUOTE FOR A 72 PASSENGER BUS*****			
	*****PRICING CAN CHANGE DEPENDING ON THE MOUNTING OF THE SEATS.*****			
	*****QUOTE VALID FOR 30 DAYS*****			

<b>Subtotal</b>	\$37,832.48
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$37,832.48

TRANS. PHONE #
254-964-8311

TRANS. FAX #



1451 S. Cherry Lane  
White Settlement, TX 76108

### THREE WAY ISD Contract Summary Report

Last Year Enrollment: 224

<u>Contract</u>	<u>Lock Date</u>	<u>Enroll Start</u>	<u>Enroll End</u>	<u>Total</u>
Benefits Co-op	05/01/2026	09/01/2026	08/31/2027	--
Comprehensive Services Basic Contract	05/01/2026	09/01/2026	08/31/2027	\$650.00
DMAC Solutions	05/01/2026	09/01/2026	08/31/2027	\$9,909.60
HR Systems	05/01/2026	09/01/2026	08/31/2027	\$1,485.00
Instructional Solutions and Support	05/01/2026	09/01/2026	08/31/2027	\$4,337.43
Management Information Systems	05/01/2026	09/01/2026	08/31/2027	\$22,012.52
Software & Support Service (ASCENDER Student and Business)				
Safety, Security, and School Health	05/01/2026	09/01/2026	08/31/2027	\$650.00
Superintendent & School Board Member Training	05/01/2026	09/01/2026	08/31/2027	\$1,000.00
Technology Resources Education Consortium (TREC)	05/01/2026	09/01/2026	08/31/2027	\$1,737.00
Texas Curriculum Management Program Cooperative ( Formerly TEKS Resources)	05/01/2026	09/01/2026	08/31/2027	\$2,909.60
TSDS (PEIMS, TIMS, UID, Core Collections)	05/01/2026	09/01/2026	08/31/2027	\$1,875.00
TxTracts	05/01/2026	09/01/2026	08/31/2027	\$1,250.00

**Each party paying for the performance of governmental functions or services must make those payments from current revenues available to the paying party.**

\_\_\_\_\_  
Signature of Board President or Designee

\_\_\_\_\_  
Date Approved by Board of Trustees

\_\_\_\_\_  
Signature of Superintendent or Designee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Designated District Contact

\_\_\_\_\_  
E-mail of District Contact

Please fax or e-mail to:  
Education Service Center Region 11  
Attn: Dr. Brad Schnaut  
1451 S. Cherry Lane  
White Settlement, Texas 76108  
Fax (817) 740-7675  
bschnautz@esc11.net

For additional information, contact:  
Dr. Brad Schnautz  
(817) 740-3630  
bschnautz@esc11.net

\_\_\_\_\_  
ESC Region 11 Executive Director Sign

**MEMORANDUM OF UNDERSTANDING**  
BETWEEN EDUCATION SERVICE CENTER REGION 11  
AND Three Way ISD  
*(District, Charter, ESC Name)*

**THIS Memorandum of Understanding** (“MOU” or “Agreement”) is entered into by and between the Education Service Center Region 11, (“ESC Region 11”) and Three Way ISD (“Receiving Party”) (collectively referred to as the “Parties” or individually as a “Party”) acting herein by and through their respectively authorized officers or employees. This Agreement shall be effective on the date it is executed by all the Parties (“Effective Date”).

**PREMISES**

**WHEREAS** Chapter 791 of the Texas Government Code authorizes governmental entities, including education service centers and independent school districts, to contract with each other to provide governmental functions and services; and

**WHEREAS**, Receiving Party has a fully executed Master Interlocal Agreement (“MIA”) on file with ESC Region 11; and

**WHEREAS**, the Parties wish to enter into this Agreement for the purpose(s) outlined below and the Parties agree to follow the agreed upon terms to provide the services in this Agreement; and

**WHEREAS**, each Party, in performing the governmental functions or in funding the performance of governmental functions set forth in this Agreement, shall make that performance or those payments from current revenues legally available to that Party; and

**WHEREAS**, each Party finds that the performance of this Agreement is in the common interest of the Parties, that the MOU will benefit the public interest, and that the costs set forth herein fairly compensates the performing party for the services or functions under this Agreement.

**NOW THEREFORE**, the Parties to this MOU mutually agree to the following:

**AGREEMENT**

- 1. **DESCRIPTION OF SERVICE:** 3-year Safety Audit *(ex. School Board Training)*
- 2. **PURPOSE / REASON**

Facility safety audits are required by TEC to be conducted once every 3 year period.

**3. DUTIES AND RESPONSIBILITIES**

**3.1 ESC REGION 11 Duties and Responsibilities.**

See attached proposal. Final report will be submitted to the Superintendent by September 8, 2026. Final reports are due to the Texas School Safety Center by September 15, 2026.

**3.2 Three Way ISD *(District or Charter name)* Duties and Responsibilities.**

Three Way ISD will agree to supply access (interior and exterior) to all school campuses

and district facilities during normal business hours and on a day scheduled in advance. Staff will be made available for interviews including the superintendent and campus principals.

**4. TERM OF AGREEMENT**

This Agreement shall be effective as of the date of authorized signatures of both parties to:  
September 15, 2026 (list specific date range and/or end date)

**5. TERMINATION**

A Party may terminate this Agreement for any reason by providing the other party thirty (30) days prior written notice of the cancellation. The Receiving Party shall be responsible for all obligations to make payments to ESC Region 11 for all services rendered until termination of services.

**6. AGREEMENT AMOUNT AND COMPENSATION**

For and in consideration of the services to be provided by ESC Region 11 under this Agreement, the Receiving Party will pay ESC Region 11 a total amount of \$ 2,520.

Basis for allocation of total amount listed above:

\$840 (contract pricing) per instructional facility x 2 = \$1,680

\$420 (contract pricing) per non instructional facility x 2 = \$840

Note: House Bill 462 (HB 462, 83<sup>rd</sup> Regular Session, Tex. 2013) prohibits the adoption and/or use of the Common Standards at the state, regional, and local levels. The Parties agree to refer only to the Texas Standards and refrain from referencing or using material aligned with the Common Core Standards during presentation(s).

Note: The Parties acknowledge and agree that all content to be delivered will adhere to Senate Bill 3 (SB3, 87th Second Called Session, Tex. 2021), which outlines instructional requirements and prohibitions for educators in Texas.

**7. STATE CERTIFICATIONS**

**7.1 Equal Treatment of All Persons:** Consistent with Article I, Section 3a of the Texas Constitution, the Fourteenth Amendment to the United States Constitution, federal and State law, and Executive Order No. GA-55, the Parties represent and warrants that:

- (a) All conduct under this Contract shall be administered and performed in a neutral manner without regard to race of persons;
- (b) A Party shall not, in the specific performance of this Agreement, elevate one individual person over another, or advantage any one person over another, due to race;
- (c) A Party shall not, in the specific performance of this Agreement, employ practices or engage in any advancement of the programs known as diversity, equity and inclusion, critical race theory, affirmative action, or other similar, divisive agendas;
- (d) The Parties' staff, agents, and subcontractors that are selected and employed in the specific performance of this Agreement shall be selected and employed solely on merit and the ability to perform; and
- (e) The Parties shall ensure that any subcontractors participating in the specific performance of this Agreement represent and warrant to the provisions of this Clause.

**7.2 Biological Sex and No Preferred Pronouns:** Each Party represents and warrants that it shall ensure that all actions in specific performance of this Agreement shall comply with federal and state law and reflect that there are only two sexes. A Party's employees, officers, representatives, subcontractors, and agents shall not, in performance of this Agreement, present, direct, request, or suggest the use of preferred personal pronouns in professional correspondence or presentations

**7.3 Executive Orders:** The Parties will comply, or continue to comply, with all applicable Federal and State executive orders. These orders include, but are not limited to:

- (a) Exec. Order No. 14214, 90 Fed. Reg. 9949 (2025), which prohibits schools and other educational institutions that receive federal financial assistance from conditioning student enrollment on COVID-19 vaccination status;
- (b) Exec. Order No. 14168, 90 Fed. Reg. 8615 (2025), which prohibits the use of Federal funds in the promotion of gender ideologies and further requires that intimate spaces (e.g., restroom) are designated according to one’s biological sex;
- (c) Exec. Order No. 14190, 90 Fed. Reg. 8853 (2025), which prohibits the use of Federal funds for direct or indirect activities or educational instruction related to discriminatory equity ideology or social transitioning;
- (d) Exec. Order No. 14201, 90 Fed. Reg. 9279 (2025), which requires Title IX of the Education Amendments Act of 1972 be applied on the basis of biological sex, not gender identity, and prohibits transgender-identifying athletes from participating in all-women sports teams;
- (e) Exec. Order No. 14173, 90 Fed. Reg. 8633 (2025), which requires that grant recipients (which, in the State of Texas, extends to subrecipients by virtue of this assurance) agree that adherence to Federal anti-discrimination laws is material to the government’s payment decisions and further requires that recipients certify that it does not operate any programs promoting DEI in a manner violative of Federal anti-discrimination laws (which, by virtue of this assurance, the subrecipient certifies);
- (f) Texas Exec. Order No. GA 55, which requires all people be treated equally, regardless of race; and
- (g) Letter from Governor Greg Abbott to Chairmen and Executive Directors (Jan. 30, 2025), which requires Texas agencies to take actions on the basis of biological sex and not gender identity.

**8. VENUE**

This Agreement is made according to the laws of the State of Texas. The Parties expressly agree that this Agreement is governed by and will be construed and enforced in accordance with Texas law. Both Parties agree that the venue for any dispute arising from this Agreement shall be proper in the state and federal courts having jurisdiction in Tarrant County, Texas.

**By executing this Agreement, each Party acknowledges that the person executing this Agreement below on its behalf has been or is duly authorized to sign it and to bind the Party to actively abide by its terms.**

Three Way ISD

EDUCATION SERVICE CENTER REGION 11

District, Charter, ESC Name

Signature

Date

Print Name:

Title:

Dr. Brad Schnautz  
Executive Director

Date

*Authorized Representative of the Receiving Party shall sign this Agreement and return to the ESC Region 11 contact listed below to be countersigned. You will receive one completed copy prior to the scheduled event.*

ESC Region 11 Contact: Bradley Berry

email: BBerry@esc11.net

Ph # 817-740-3631



## 3- Year Safety & Security Audit Overview

Texas Education Code §37.108 requires school systems to conduct safety and security audits of their facilities at least once every three years and report the results of these audits to the Texas School Safety Center. The goal of these audits is to identify hazards, threats, and vulnerabilities that might pose a danger to life, property, or may interfere with a safe, secure, and healthy environment that is conducive to teaching and learning. A safety and security audit provides an overview of facility safety and security by recognizing the implementation of best practices, identifying areas that need improvement, and ensuring compliance with legislative mandates.

The current audit cycle and reporting period are as follows:

### **K-12 School Districts:**

Audit Cycle: **September 1, 2023 - August 31, 2026**  
Reporting Window: **April 15, 2026 - September 15, 2026**

### **Open-Enrollment Charter Districts:**

Audit Cycle: **September 1, 2022 - August 31, 2025**  
Reporting Window: **April 14, 2025 - September 15, 2025**

Although school districts are not required to submit their audit results to the Texas School Safety Center outside of the above-referenced reporting periods, attention to school safety and security should be an ongoing process and school systems are encouraged to integrate safety and security assessments into everyday activities, including planning, training, and drills. Education Service Center, Region 11 is available to partner with local education agencies to complete three-year audits utilizing the K-12 District Facility Safety and Security Audit Checklist and Audit Report Template developed by the Texas School Safety Center. Please note, the results of these audits represent a snapshot in time. The safety and security of district facilities are impacted by many factors that continuously change. Education Service Center, Region 11 cannot guarantee the safety of any facility.

An outline of the audit process follows.

### **Entrance Conference:**

An entrance conference will be held with key stakeholders determined by the district. This may include the Superintendent or designee, central administration, district/campus security personnel, campus administration, and/or facility site managers. An overview of the audit process will be provided, scheduling will be finalized, campus/facility data collection will begin, and time will be allotted to address district questions or concerns.

The goal of the entrance conference is to discuss safety and security procedures and needs at each facility, determine perceptions of administration, and identify items that may require special attention during the assessment.

### **Document Review:**

A list of documents will be requested for review by the audit team. Some items will be requested for review prior to the on-site audit, while others will be requested during or after the on-site assessment. Please refer to the Document Review Checklist for further clarification. Please be aware, the list is not exhaustive and further documentation may be requested.

### **Interviews:**

Interviews will be conducted with students, teachers, and staff to determine respondents' perceptions of safety measures in place at the campus/facility. Survey responses will be included in the final campus report with the names of survey participants redacted. Information collected from these surveys will be used to guide the on-site audit and inform commendations and recommendations in the final campus and/or district report.

### **Intruder Assessment:**

An intruder assessment is a highly effective way to test adherence to district and facility access and visitor protocols for the purpose of making improvements. The intruder assessment consists of attempting to enter the school as an unauthorized person through unauthorized areas in a non-aggressive manner. By observing staff and student response to an intruder or unauthorized person in the facility, the assessment can identify areas in need of improvement. Campus/facility staff will not be made aware of the date or time of the intruder assessment.

### **On-Site Audit:**

The on-site audit consists of a visual assessment of all building interiors and exteriors, including grounds using the recommended School Facility Audit Checklist. The on-site audit may include observations of:

- Arrival/dismissal procedures.
- Transition periods.
- Staff/student engagement.
- Classrooms, storage areas, gyms, cafeterias, and other common areas.
- Adherence to documented procedures.
- Condition of facilities.
- Access to emergency response equipment and supplies.
- Safety in specialized areas such as chemical labs, career and technology education areas, weight rooms, and athletic areas.
- Student, staff, and visitor parking areas and signage.
- Traffic patterns, drop-off and pick-up areas, bus loading areas, and commercial deliveries.
- Facility lighting and security camera coverage.
- Busy operational periods at non-instructional facilities such as buses arriving or leaving the transportation facility, maintenance and support staff deployment, and activities at special event venues.
- Grounds maintenance.

While every effort will be taken to conduct a professional and quality summary of findings for each campus without disturbing instruction, there may be circumstances or situations that result in an inadvertent oversight.

### **Exit Conference:**

At the conclusion of the on-site audit, the audit team will review observations made during the audit and provide next steps to the facility/campus. A follow-up email will be sent if additional information and/or documentation is needed to complete the final report.

### **Campus/ Facility Reports:**

Information collected during the audit will be included in a written report that will be provided to the district in a digital format. This report will include the results of the audit, observations, commendations, recommendations, and any applicable supporting documentation. Information collected from facility audits will be included in the submission to the Texas School Safety Center, for inclusion in the statewide audit reports. The link to submit the statewide report is emailed to the district Superintendent at the beginning of the reporting window by the Texas School Safety Center. The district may use this report to better inform school safety planning and allocation of resources.

### **Board Report:**

A School Board Report will be developed that will include:

- District demographic data.
- A summary of each campus/facility report.
- District-level commendations and recommendations.

This report will be printed in color and spiral bound, in addition to being provided in a digital format. The report will be delivered to the district either in-person or by mail.

### **Pricing Structure:**

\$1,200 per instructional facility - \$840 with Contract  
\$1,800 per facility with stadium - \$1,260 with Contract  
\$600 per non-instructional facility - \$420 with Contract

**Frequency**

The employment policies adopted by a board must require a written evaluation at annual or more frequent intervals of each principal, supervisor, school counselor, or other full-time, certified professional employee, and nurse. *Education Code 21.203(a)*

District funds may not be used to pay an administrator who has not been appraised in the preceding 15 months. *Education Code 21.354(d)*

**Principal Appraisal**

A district shall appraise each principal annually. In appraising principals, a school district shall use either:

1. The appraisal system and school leadership standards and indicators developed or established by the commissioner of education; or
2. An appraisal process and performance criteria developed by the district in consultation with the district-level and campus-level committees [see BQA and BQB] and adopted by the board.

*Education Code 21.3541(f), (g); 19 TAC 150.1023(a)*

The commissioner's recommended principal appraisal system, the Texas Principal Evaluation and Support System (T-PESS), was developed in accordance with Education Code 21.3541.

The superintendent, with the approval of the board, may select the T-PESS. Each school district wanting to select or develop an alternative principal appraisal system must follow Education Code 21.3541, and 19 Administrative Code 150.1026 (Alternatives to the Commissioner's Recommended Principal Appraisal System).

*19 TAC 150.1021(b), (c)*

**Notice to ESC**

The superintendent shall notify the executive director of its regional education service center in writing of the school district's choice of appraisal system when using an alternative to the commissioner's recommended appraisal system and detail the components of that system by the first day of instruction for the school year in which the alternative system is used.

Each school district shall submit annually to its regional education service center a summary of the evaluation scores from the T-PESS or the district's locally adopted appraisal system, in a manner prescribed by the commissioner.

*19 TAC 150.1027*

PERFORMANCE APPRAISAL  
EVALUATION OF CAMPUS ADMINISTRATORS

DNB  
(LEGAL)

Texas Principal  
Evaluation and  
Support System  
(T-PESS)

Each principal shall be appraised on the following standards and indicators of the T-PESS rubric that is aligned to the Texas Administrator Standards in 19 Administrative Code, Chapter 149 (Commissioner's Rules Concerning Educator Standards):

1. Standard I. Instructional Leadership, which includes four indicators;
2. Standard II. Human Capital, which includes four indicators;
3. Standard III. Executive Leadership, which includes four indicators;
4. Standard IV. School Culture, which includes five indicators; and
5. Standard V. Strategic Operations, which includes four indicators.

The evaluation of each of the standards and indicators above shall consider all data generated in the appraisal process.

Each principal shall be evaluated on the attainment and progress toward at least one goal, as referenced in 19 Administrative Code 150.1023 (Appraisals, Data Sources, and Conferences). At least one goal shall be focused on the improvement of the principal's practice, as captured in the T-PESS rubric indicators and descriptors.

If calculating a single overall summative appraisal score for principals, the rating for the attainment of goals shall count for:

1. At least 20 percent of a principal's summative score for a principal who has served at least one year in his or her role on the same campus; or
2. At least 30 percent of a principal's summative score for a principal who is in his or her first year as principal on a particular campus.

Each principal shall be evaluated on each of the 21 indicators in Standards I–V identified above and on the attainment of each goal, using the following categories:

1. Distinguished;
2. Accomplished;
3. Proficient;
4. Developing; and
5. Improvement needed.

PERFORMANCE APPRAISAL  
EVALUATION OF CAMPUS ADMINISTRATORS

DNB  
(LEGAL)

Beginning with the 2017–18 school year, each principal appraisal shall include the campus-level academic growth or progress of the students enrolled at the principal's campus.

If calculating a single overall summative appraisal score for principals, the measure of student growth or progress shall count for:

1. At least 20 percent of a principal's summative score for a principal who has served two or more years in his or her role on the same campus;
2. At least 10 percent of a principal's summative score for a principal who has served one year in his or her role on the same campus; or
3. May not be included in calculating a single overall summative appraisal score for a principal who is in his or her first year as principal on a particular campus.

Each principal shall be evaluated on student growth or progress using one of the terms from the following categories:

1. Distinguished;
2. Accomplished;
3. Proficient;
4. Developing; or
5. Improvement needed.

*19 TAC 150.1022*

*Appraisal  
Procedures*

The annual principal appraisal shall include:

1. At least one appraiser-approved goal that shall be:
  - a. Initially drafted in conjunction with the principal's end-of-year conference from the previous year, as applicable, revised as needed based on changes to the context of the principal's assignment at the beginning of the current school year, and submitted to the principal's appraiser; and
  - b. Maintained throughout the course of the school year by the principal to track progress in the attainment of goals and the actions taken to achieve the goals;
  - c. Shared with the principal's appraiser prior to the end-of-year conference; and

PERFORMANCE APPRAISAL  
EVALUATION OF CAMPUS ADMINISTRATORS

DNB  
(LEGAL)

- d. Used after the end-of-year conference in the determination of ratings for the attainment of goals;
2. A pre-evaluation conference prior to the principal submitting his or her goals to the principal's appraiser;
3. A mid-year conference to determine and discuss progress toward the attainment of goals;
4. An end-of-year conference that:
  - a. Reviews data collected throughout the current school year and previous school years, if available;
  - b. Examines and discusses the artifacts and evidence related to the principal's performance on the 21 indicators of T-PESS rubric and the attainment of goals;
  - c. Examines and discusses evidence related to student growth or progress measures, as described in 19 Administrative Code 150.1022(f)–(h), when available; and
  - d. Identifies potential goals and professional development activities for the principal for the next school year; and
5. A written summative annual appraisal report to be provided to the principal after the conclusion of the end-of-year conference.

*Calendar* Each school district shall establish a calendar for the appraisal of principals and provide that calendar to principals prior to the pre-evaluation conference.

*Appraisal Report* The written summative annual appraisal report shall be placed in the principal's personnel file by the end of the appraisal period.

*Additional Documentation* Any documentation collected after the end-of-year conference but before the end of the contract term during one school year may be considered as part of the appraisal of a principal. If the documentation affects the principal's evaluation in any indicator, the attainment of goals, or a measure of student growth or progress, another summative report shall be developed to inform the principal of the changes prior to the end of the contract term.

*19 TAC 150.1023(b)–(e)*

*Appraiser Qualifications* The principal appraisal process requires at least one certified appraiser. Before conducting an appraisal, an appraiser must be certified by having satisfactorily completed the state-approved T-PESS. Periodic recertification and training may be required. *19 TAC 150.1024*

PERFORMANCE APPRAISAL  
EVALUATION OF CAMPUS ADMINISTRATORS

DNB  
(LEGAL)

*Orientation*

A district shall ensure that a principal is provided with an orientation of the T-P ESS either prior to or in conjunction with the pre-evaluation conference when:

1. The principal is new to the district;
2. The principal has never been appraised under the T-P ESS; or
3. District policy regarding principal appraisal has changed since the last time the principal was provided with an orientation to the T-P ESS.

The principal orientation shall include all state and local appraisal policies and the local appraisal calendar.

*19 TAC 150.1025*

Alternatives to  
T-P ESS

A district that does not choose to use the T-P ESS must develop its own principal appraisal system supported by locally adopted policy and procedures; developed in consultation with the district-level and campus-level committees established under Education Code 11.251; and adopted by the board. *Education Code 21.3541; 19 TAC 150.1026*

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**Note:** The standards, indicators, knowledge, and skills to be used to align with the training, appraisal, and professional development of principals are outlined in 19 Administrative Code 149.2001.

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**Appraisal of Campus  
Administrators Other  
Than Principals**

A district shall appraise each campus administrator, other than a principal, annually using either:

1. The commissioner's recommended appraisal process and performance criteria; or
2. An appraisal process and performance criteria developed by the district in consultation with the district- and campus-level committees and adopted by the board.

*Education Code 21.354(c)*

A district may use the T-P ESS to appraise campus administrators other than principals provided the school district makes appropriate modifications to ensure that the T-P ESS rubric and components fit the job descriptions of the campus administrators other than principals evaluated with the T-P ESS. A district using T-P ESS for administrators other than principals shall evaluate administrators on the attainment and progress toward at least one goal, as referenced in 19 Administrative Code 150.1023 (Appraisals, Data Sources, and

PERFORMANCE APPRAISAL  
EVALUATION OF CAMPUS ADMINISTRATORS

DNB  
(LEGAL)

Conferences). At least one goal shall be focused on the improvement of the administrator's practice, as captured in the T-PESS rubric indicators and descriptors.

Each school district wanting to select or develop a local appraisal system for campus administrators other than principals must use an appraisal process and performance criteria developed in consultation with the district- and campus-level committees established under Education Code 11.251; and adopted by the board.

*Education Code 21.354(c)(2); 19 TAC 150.1028, 244.2(c)*

**Appraisers**

A district using T-PESS for administrators other than principals or that locally develops and adopts its own educator appraisal system should have a clearly defined set of procedures for training appraisers. The school district should identify the qualities appraisers must demonstrate and include appropriate proficiency checks to evaluate the performance of all educators performing appraisals under the district's adopted appraisal systems. The school district shall be responsible for documenting that appraisers have met training criteria established by the district. *19 TAC 244.2(c), .3*

**School Counselors**

The commissioner shall develop and periodically update an evaluation form for use by districts in evaluating school counselors. *Education Code 21.356*

**Confidentiality**

A document evaluating the performance of a teacher or administrator is confidential and is not subject to disclosure under the Public Information Act, Government Code 552. *Education Code 21.355 (a)* [For disclosure requirements on evaluations, see GBA]

PERFORMANCE APPRAISAL

DN  
(LOCAL)

- General Principles** All District employees shall be periodically appraised in the performance of their duties. The District's employee evaluation and appraisal system shall be administered consistent with the general principles set out below.
- Criteria** The employee's performance of assigned duties and other job-related criteria shall provide the basis for the employee's evaluation and appraisal. Employees shall be informed of the criteria on which they will be evaluated.
- Performance Review** Evaluation and appraisal ratings shall be based on the evaluation instrument and cumulative performance data gathered by supervisors throughout the year. Each employee shall have at least one evaluative conference annually, except as otherwise provided by policy, to discuss the written evaluation and may have as many conferences about performance of duties as the supervisor deems necessary. [See also DNA and DNB]
- Documentation and Records** Appraisal records and forms, reports, correspondence, and memoranda may be placed in each employee's personnel records to document performance.
- Employee Copy** All employees shall receive a copy of their annual written evaluation.
- Complaints** Employees may present complaints regarding the evaluation and appraisal process in accordance with the District's complaint policy for employees. [See DGBA]

PERFORMANCE APPRAISAL  
EVALUATION OF CAMPUS ADMINISTRATORS

DNB  
(LOCAL)

<b>Principals</b>	The District shall appraise principals using a local appraisal process developed in accordance with law and administrative regulations.
<b>Other Campus Administrators</b>	Campus administrators other than principals shall be appraised according to a local appraisal process determined by each administrator's position and job responsibilities and developed in accordance with law and administrative regulations.
<b>Frequency</b>	District principals and other campus administrators shall be appraised annually.