

# Agenda of Regular Meeting

## The Board of Trustees Little Elm ISD

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A Regular Meeting of the Board of Trustees of Little Elm ISD will be held June 24, 2024, beginning at 6:30 PM in the Little Elm ISD Administration Building.

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

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. Call to Order Open Session in the Board Room at Little Elm ISD Administration Building on 400 Lobo Lane, Little Elm, Texas 75068.
2. The Board will recess into Closed Meeting in the Board Support Conference Room as permitted by the Texas Open Meetings Act Code Subchapter 551.072 & 551.074. The Board and Superintendent will discuss:
  - A. Personnel
  - B. Land
3. Pledge of Allegiance
4. Invocation
5. Introduction and Roll Call
6. Superintendent Spotlight
7. Reports of the Superintendent
  - A. 1st Quarter Demographic Report 4  
Presenter: Alfred Gaches
8. Citizen Input  
Audience participation shall be permitted at regular Board meetings and shall be limited to the public comment portion designated for that purpose
9. Approval of Minutes
  - A. Consider approval of Regular Board Meeting Minutes - May 20, 2024 5  
Presenter: Sonia S. Flores
  - B. Consider approval of Special Board Meeting Minutes - May 29, 2024 10  
Presenter: Sonia S. Flores
10. Action Items
  - A. Consider approval of Election of Officers 13  
Presenter: Jason Olson
  - B. Consider approval of TASB of Directors Nomination 14  
Presenter: Jason Olson
  - C. Consider approval of Hiring of Zellars Early Childhood Learning Center 35  
Principal  
Presenter: Asheley Brown
  - D. Consider approval of Adoption of Budget for 2024-2025 36  
Presenter: Shay Adams

E. Consider approval of 2023 Final Budget Amendment	37
Presenter: Jesse Wyse	
11. Consent Agenda	
A. Consider approval of Compensation Plan for the 2024-2025 School Year	38
Presenter: Asheley Brown	
B. Consider approval of Update Policies BBE (LOCAL), BDAA (LOCAL), BE (LOCAL), BJCD (LOCAL) and FNF (LOCAL)	51
Presenter: Michael Lamb	
C. Consider approval of Reading Academy ESC Region 11 MOU	64
Presenter: Dr. Penny Tramel	
D. Consider approval of North Central Texas College and Little Elm ISD Memorandum of Understanding	70
Presenter: Dr. Penny Tramel	
E. Consider approval of Low-Attendance Day Waiver	85
Presenter: Dr. Penny Tramel	
F. Consider approval of Financial Reports - April 2024	90
Presenter: Jesse Wyse	
G. Consider approval of Little Elm ISD Expenditures over \$100,000 Summary Report	104
Presenter: Shay Adams	
H. Consider approval of Little Elm ISD Interlocal Summary Report	107
Presenter: Shay Adams	
I. Consider approval of Request for Proposal #2019-002 Food Catering Services	110
Presenter: Shay Adams	
J. Consider approval of Termination of Development Agreement with The Town of Lakewood Village and CCD-LWV, LLC	115
Presenter: Mickey James	
12. Board President Comments	
Presenter: Jason Olson	
13. Board Comments	
14. Superintendent Comments	
15. Adjournment	

If, during the course of the meeting, the Board of Trustees should determine that a closed meeting should be conducted, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq. The meeting will be held by the School Board at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the School Board may conveniently meet in such closed or executive meeting or session concerning any and all purposes permitted by the Act, including, but not limited to the following sections and purposes:

Texas Government Code Section:

551.071	Private consultation with the Board's attorney.
551.072	Discussing purchase, exchange, lease, or value of real property.
551.073	Discussing negotiated contracts for prospective gifts or donations.
551.074	Discussing personnel or to hear complaints against personnel.
551.075	To confer with employees of the school district to

	receive information or to ask questions.
551.076	Considering the deployment, specific occasions, for or implementation of security personnel or devices.
551.082	Considering discipline of a public school child, or complaint or charge against personnel.
551.0821	Considering personally identifiable information about public school student.
551.083	Considering the standards, guidelines, terms, or conditions the board will follow, or will instruct its representatives to follow, in consultation with representatives of employees groups,
551.084	Excluding witnesses from a hearing.

Before any closed meeting is convened, the presiding officer will publicly identify the section or sections or the Act authorizing the closed meeting.

Should any final action, final decision, or final vote be required in the opinion of the School Board with regard to any matter considered in such closed or executive session, then the final action, final decision, or final vote shall be either:

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting, or
- (b) at a subsequent public meeting of the School Board upon notice thereof; as the School Board shall determine.

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Superintendent

Original copy of this agenda was posted on the bulletin board at the Little Elm ISD Administration Building 72 hours prior to the scheduled meeting.

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Sonia S. Flores

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# Board Agenda Item

Little Elm Independent School District  
400 Lobo Lane  
Little Elm, Texas 75068

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Board Mtg. Date 6-24-2024	Reports of the Superintendent <input checked="" type="checkbox"/>	Action Item <input type="checkbox"/>	Consent Agenda <input type="checkbox"/>	Reports, Routine Monthly <input type="checkbox"/>	Other <input type="checkbox"/>
<b>Subject:</b>	<b>1st Quarter Demographic Report</b>				
<b>Presenter or Contact Person:</b>	Alfred Gaches, Executive Director for Operational Services				
<b>Policy/Code:</b>	N/A				
<b>Summary:</b>	Little Elm ISD reports provide quarterly data on the economic status, housing analysis, future developments, student enrollment history and student forecast for the Dallas/Fort Worth area and the District.				
<b>Financial Implications:</b>	There is no financial impact to the budget.				
<b>Attachments:</b>	Under separate cover				
<b>Recommendation</b>	<b>Item is for informational purposes only. No recommendation is necessary.</b>				
<b>Motion:</b>	<b>Item is for information purposes only. No motion is necessary.</b>				



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# Board Agenda Item

Little Elm Independent School District

300 Lobo Lane

Little Elm, Texas 75068

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Board Mtg. Date <b>6-24-2024</b>	<b>Reports of the Superintendent</b> <input type="checkbox"/>	<b>Action Item</b> <input checked="" type="checkbox"/>	<b>Consent Agenda</b> <input type="checkbox"/>	<b>Reports, Routine Monthly</b> <input type="checkbox"/>	<b>Other</b> <input type="checkbox"/>
<b>Subject:</b>	<b>REGULAR BOARD MEETING MINUTES - 5/20/2024</b>				
<b>Presenter or Contact Person:</b>	Sonia S. Flores				
<b>Policy/Code:</b>	N/A				
<b>Strategic Plan Goal:</b>	N/A				
<b>Summary:</b>	Board Meeting Minutes for May 20, 2024.				
<b>Financial Implications:</b>	There is no financial impact to the budget.				
<b>Attachments:</b>	Meeting Minutes				
<b>Recommendation:</b>	<b>The Administration recommends the approval of the Regular Board Meeting Minutes for May 20, 2024</b>				
<b>Motion:</b>	<b>I move that the Board approve the attached Regular Board Meeting Minutes for May 20, 2024</b>				

# Minutes of Regular Meeting

## The Board of Trustees Little Elm ISD

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A Regular Meeting of the Board of Trustees of Little Elm ISD will be held May 20, 2024, beginning at 6:00 PM in the Little Elm ISD Administration Building.

PRESENT: President Jason Olson, Vice President Mary Watkins, Secretary DeLeon English, Trustee Ken Beber, Trustee David Montemayor, Trustee Jeff Burton, Trustee Alejandro Flores, and Superintendent Michael Lamb.

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

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. Call to Order Open Session in the Board Room at Little Elm ISD Administration Building on 400 Lobo Lane, Little Elm, Texas 75068. The meeting was called to order by President Jason Olson at 6:00 pm.
2. The Board recessed into Closed Meeting at 6:00 pm in the Board Support Conference Room as permitted by the Texas Open Meetings Act Code Subchapter 551.072 & 551.074. The Board and Superintendent discussed:
  - A. Personnel
  - B. LandThe Board reconvened at 7:01 pm.
3. Pledge of Allegiance  
The Board led those present to The Pledges of The United States Flag and The Texas Flag.
4. Invocation  
There was no invocation
5. Oath of Officers  
Ms. Sonia S. Flores took the Oath of Office for elected Board Members Jason Olson and DeLeon English.
6. Introduction and Roll Call  
Ms. Sonia S. Flores took roll call.
7. Superintendent Spotlight
  - A. LEaders of the Pack  
Ms. Asheley Brown presented the LEaders of the Pack award to Ms. Nancy Burzynski from Hackberry Elementary and Ms. Casi Curington from Strike Middle School.
  - B. Recognition of the Business Services Department  
Mr. Michael Lamb congratulated Ms. Shay Adams and the Business Services Department for their award and thanked them for their hard work.
  - C. Students of the Month  
Mr. Donnie Bartlett and campus administrators presented the Students of the month awards.

D. Ballet Folklorico

Mr. Michael Lamb presented the Little Elm High School Ballet Folklorico. They performed a few songs.

E. President's Volunteer Service Award

Ms. Keisha Brown presented the President's Volunteer Service Award to the qualified students.

F. Recognition of Middle School All-State Choir Members and State VASE Winners

Mr. Frank Felice introduced the students recognized with these awards.

8. Reports of the Superintendent

A. Curriculum and Learning Update

Mr. Frank Felice & Dr. JJ Ayers shared the following with the Board:

Fine Arts

- Program Scope
- Enrollment
- Budget
- Staffing
- Goals 2023-2024
- Performance Data

B. Consider approval of Update Policies BBE (LOCAL), BDAA (LOCAL), BE (LOCAL), BJCD (LOCAL) and FNF (LOCAL)

Mr. Michael Lamb briefed the Board about this item.

9. Citizen Input

Audience participation shall be permitted at regular Board meetings and shall be limited to the public comment portion designated for that purpose

There was no citizen input.

10. Approval of Minutes

A. Consider approval of Regular Board Meeting Minutes - April 15, 2024

Ms. Sonia S. Flores approached the Board about this item.

Trustee Jeff Burton made the first motion to approve this item as submitted. Vice President Mary Watkins seconded the motion. The motion passed (5-0-2). Secretary DeLeon English and Trustee Alejandro Flores abstained from voting.

11. Action Items

A. Consider approval of Hiring of Oak Point Elementary School Principal

Ms. Asheley Brown briefed the Board about this item.

Vice President Mary Watkins made the first motion to approve this item as discussed in closed session. Trustee Ken Beber seconded the motion. The motion passed (7-0).

Ms. Asheley Brown announced Ms. Bernadette White as the new Oak Point Elementary School Principal.

B. Consider approval of 2024-2025 New Course

Dr. Penny Tramel briefed the Board about this item. The District Education Improvement Council (DEIC) approved new courses at the May 14, 2024 meeting. The administration is requesting the Commercial Photography II and the Practicum of Commercial Photography to be added for the 2024-2025 school year.

Vice President Mary Watkins made the first motion to approve this item as submitted.

Trustee Ken Beber seconded the motion. The motion passed (7-0).

C. Consider approval of Copier Lease Buyout

Ms. Shay Adams approached the Board about this item. The administration explored many avenues to reduce general fund expenditures to mitigate the operating deficit. The district has completed the 2017 Bond projects; however, we have the available funds to purchase district copiers. This creates a savings of approximately \$261,387 annually for

the next 4 fiscal years. At that time, the district will need to purchase replacement machines or enter new leases.

Trustee David Montemayor made the first motion to approve this item as submitted.

Secretary DeLeon English seconded the motion. The motion passes (7-0).

D. Consider approval of RFP #2024-004 Property and Casualty Insurance

Ms. Shay Adams reported this item to the Board. This is to approve the Property and Casualty Insurance RFP #2024-004 results/recommendations.

Vice President Mary Watkins made the first motion to approve this item as submitted.

Secretary DeLeon English seconded the motion. The motion passed (7-0).

E. Consider approval of Order Authorizing Issuance of Bonds

This item was moved to before Reports of the Superintendent.

Ms. Shay Adams briefed the Board about this item. This order is authorizing the issuance of Little Elm ISD fixed and variable rate unlimited tax school building bonds in a principal amount not to exceed \$107,900,000; levying a tax and providing for the security and payment thereof; providing for the award of the sale thereof in accordance with specified parameters; prescribing the form, terms, conditions, and resolving other matters incident and related to the issuance, sale, payment and delivery of the bonds, including the approval and distribution of an offering memorandum pertaining thereto; authorizing the execution of a paying agent/registrar agreement, remarketing agreement, purchase contract, and tender agent agreement, as each relates to the bonds; and enacting other provisions related thereto.

Vice President Mary Watkins made the first motion to approve this item as submitted.

Secretary DeLeon English seconded the motion. The motion passed (7-0).

## 12. Consent Agenda

A. Consider approval of Reclassification of Special Education Position

B. Consider approval of Financial Reports - March 2024

This item was pulled from the Consent Agenda for further discussion. Vice President Mary Watkins made the first item to approve this item as submitted. Secretary DeLeon English seconded the motion. The motion passed (7-0).

C. Consider approval of Request for Proposal #2019-002 Food Catering Services

D. Consider approval of Little Elm ISD Expenditures over \$100,000 Summary Report

This item was pulled from the Consent Agenda for further discussion. Trustee Ken Beber made the first motion to approve this item as submitted. Vice President Mary Watkins seconded the motion. The motion passed (7-0).

E. Consider approval of Engagement of Independent Auditors

F. Consider approval of Little Elm ISD Interlocal Summary Report

Secretary DeLeon English made the first motion to approve the Consent Agenda with the exception of items B and D. Trustee Jeff Burton seconded the motion. The motion passed (7-0).

## 13. Board President Comments

President Jason Olson mentioned that he is honored to be a trustee and watch the students perform. Mr. Olson wished everyone a great summer and he is looking forward to graduation.

## 14. Board Comments

Trustee Ken Beber wished everyone a good summer. Mr. Beber mentioned how nice it is to go to campuses for teacher appreciation and seeing smiling faces. He also complemented a student who read 6,000 minutes in one month during the readers challenge.

Trustee David Montemayor thanked everyone for coming to the meeting and witnessed all the recognitions.

Vice President Mary Watkins thanked everyone for staying late. Ms. Watkins mentioned how happy she was celebrating seniors in different ceremonies and delivering teacher appreciation gifts.

Secretary DeLeon English thanked staff for all their hard work. Mr. English wished everyone a wonderful summer and congratulated Ryan Watts for being selected in the draft.

Trustee Jeff Burton thanked Ms. Kristi Roberts for putting together an amazing Special Olympics. Mr. Burton was also amazed by the Ballet Folklorico performance. He also reminded voters to choose wisely for school representation.

Trustee Alejandro Flores thanked the frontlined for the education service.

#### 15. Superintendent Comments

Superintendent Michael Lamb mentioned the following:

- A lot of great things going on
- Great month to be a Lobo
- Board members completed their training hours.
- Thanks for your dedication
- Thankful to be a part of this team
- Thank you to staff for their hard work

#### 16. Adjournment

Vice President Mary Watkins made the first motion to adjourn the meeting. Secretary DeLeon English seconded the motion. The motion passed (7-0).

The meeting adjourned at 9:12 pm.

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# Board Agenda Item

Little Elm Independent School District

300 Lobo Lane

Little Elm, Texas 75068

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Board Mtg. Date <b>6-24-2024</b>	<b>Reports of the Superintendent</b> <input type="checkbox"/>	<b>Action Item</b> <input checked="" type="checkbox"/>	<b>Consent Agenda</b> <input type="checkbox"/>	<b>Reports, Routine Monthly</b> <input type="checkbox"/>	<b>Other</b> <input type="checkbox"/>
<b>Subject:</b>	<b>SPECIAL BOARD MEETING MINUTES - 5/29/2024.</b>				
<b>Presenter or Contact Person:</b>	Sonia S. Flores				
<b>Policy/Code:</b>	N/A				
<b>Strategic Plan Goal:</b>	N/A				
<b>Summary:</b>	Board Meeting Minutes for May 29, 2024.				
<b>Financial Implications:</b>	There is no financial impact to the budget.				
<b>Attachments:</b>	Meeting Minutes				
<b>Recommendation:</b>	<b>The Administration recommends the approval of the Special Board Meeting Minutes for May 29, 2024.</b>				
<b>Motion:</b>	<b>I move that the Board approve the attached Special Board Meeting Minutes for May 29, 2024.</b>				

# Minutes of Special Meeting

## The Board of Trustees Little Elm ISD

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A Special Meeting of the Board of Trustees of Little Elm ISD will be held May 29, 2024, beginning at 6:00 PM in the Little Elm ISD Administration Building.

PRESENT: President Jason Olson, Vice President Mary Watkins, Trustee Jeff Burton, Trustee Alejandro Flores, and Superintendent Michael Lamb.

LATE: Trustee Ken Beber.

ABSENT: Secretary DeLeon English and Trustee David Montemayor.

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1. Call to Order Open Session in the Board Room at Little Elm ISD Administration Building on 400 Lobo Lane, Little Elm, Texas 75068. The meeting was called to order by President Jason Olson at 6:00 pm.
2. The Board recessed into Closed Meeting at 6:00 pm in the Board Room as permitted by the Texas Open Meetings Act Code Subchapter 551.072 & 551.074. The Board and Superintendent discussed:
  - A. Personnel
  - B. LandThe Board reconvened at 6:02 pm.
3. Introduction and Roll Call  
Ms. Sonia S. Flores took roll call.
4. Citizen Input  
Audience participation shall be permitted at regular Board meetings and shall be limited to the public comment portion designated for that purpose  
There was no citizen input.
5. Action Items
  - A. Discuss and consider approval of the Hiring of the Executive Director for Operational Services  
Ms. Asheley Brown approached the Board about this item.  
Vice President Mary Watkins made the first motion to approve this item as discussed in closed session. Trustee Jeff Burton seconded the motion. The motion passed (4-0).  
Ms. Asheley Brown announced Mr. Michael Meador as the new Executive Director for Operational Services.
  - B. Discuss and consider approval of Reclassification of Curriculum and Learning Position  
Ms. Asheley Brown briefed the Board about this item.

Vice President Mary Watkins made the first motion to approve this item as discussed in closed session. Trustee Jeff Burton seconded the motion. The motion passed (5-0).

6. Board President Comments

Presenter: Jason Olson

There were no comments.

7. Board Comments

There were no comments.

8. Superintendent Comments

Mr. Michael Lamb thanked the Board for their continued support.

9. Adjournment

Trustee Ken Beber made the first motion to adjourn the meeting. Vice President Mary Watkins seconded the motion. The motion passed (5-0).

The meeting adjourned at 6:04 pm.



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# Board Agenda Item

Little Elm Independent School District  
300 Lobo Lane  
Little Elm, Texas 75068

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Board Mtg. Date <b>06-24-2024</b>	<b>Reports of the Superintendent</b> <input type="checkbox"/>	<b>Action Item</b> <input checked="" type="checkbox"/>	<b>Consent Agenda</b> <input type="checkbox"/>	<b>Reports, Routine Monthly</b> <input type="checkbox"/>	<b>Other</b> <input type="checkbox"/>
<b>Subject:</b>	<b>ELECTION OF OFFICERS</b>				
<b>Presenter or Contact Person:</b>	President Jason Olson				
<b>Policy/Code:</b>	N/A				
<b>Summary:</b>	Election of Officers				
<b>Financial Implications:</b>	There is no financial impact to the budget.				
<b>Attachments:</b>	N/A				
<b>Recommendation:</b>	<b>Administration has no recommendation related to this item.</b>				
<b>Motion:</b>	<b>I move that the Board approve the Election of Officers.</b>				

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# Board Agenda Item

Little Elm Independent School District

300 Lobo Lane

Little Elm, Texas 75068

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Board Mtg. Date <b>06-24-2024</b>	<b>Reports of the Superintendent</b> <input type="checkbox"/>	<b>Action Item</b> <input checked="" type="checkbox"/>	<b>Consent Agenda</b> <input type="checkbox"/>	<b>Reports, Routine Monthly</b> <input type="checkbox"/>	<b>Other</b> <input type="checkbox"/>
<b>Subject:</b>	<b>TASB BOARD OF DIRECTORS NOMINATION</b>				
<b>Presenter or Contact Person:</b>	President Jason Olson				
<b>Policy/Code:</b>	N/A				
<b>Strategic Plan Goal:</b>	N/A				
<b>Summary:</b>	The Board is invited to nominate a trustee from our board for the Region 11, Position D, seat on the TASB Board.				
<b>Financial Implications:</b>	There is no financial implication.				
<b>Attachments:</b>	TASB Board of Directors Nomination Form				
<b>Recommendation:</b>	<b>I am requesting the nomination from the Board to the TASB Board of Directors.</b>				
<b>Motion:</b>	<b>I move the Board nominate DeLeon English for the TASB Board of Directors.</b>				



## ACTIVE MEMBER DIRECTOR NOMINATION FORM

This is to serve as the nomination of a member of our local board to fill a position on the TASB Board of Directors.

### CANDIDATE INFORMATION

NAME: \_\_\_\_\_

SCHOOL DISTRICT: \_\_\_\_\_

Our school district's board of trustees understands:

1. *The candidate must have served at least 18 months, in the aggregate, on the local board by December 31 of the TASB election year.*
2. *Expenses incurred for the candidate to attend the Nominations Committee interview will be the responsibility of the candidate's local school district.*
3. *The local board's nomination shall also serve as its candidate endorsement for that TASB Director position.*
4. *A TASB Director's attendance at TASB Board meetings is important.*
5. *Lodging and transportation expenses incurred by TASB Directors attending regular spring, summer and December Board meetings are reimbursed by the Association and transportation expenses and three nights' lodging incurred attending the Convention Board meeting are reimbursed by the Association.*

This nomination was approved by our board of trustees at a duly called meeting on \_\_\_\_\_.  
(Date)

\_\_\_\_\_  
Signature of board president or officer (If candidate is the board president or officer, must be signed by another officer)

PRINTED NAME (of officer): \_\_\_\_\_

TITLE (of officer): \_\_\_\_\_

### WILLINGNESS TO SERVE (to be completed by the candidate)

I, \_\_\_\_\_, confirm my willingness to serve, if elected, as a member of the TASB Board of Directors for Region \_\_\_\_\_, Position \_\_\_\_\_.

\_\_\_\_\_  
Signature of candidate

This form is to be used to nominate a member of your Local Board as a candidate to fill a position on the TASB Board of Directors.

**Form A, B, & C, must be received by TASB on or before July 1, 2024.**

**RETURN TO: E-mail: [boardcommunications@tasb.org](mailto:boardcommunications@tasb.org)**



## TASB BOARD CANDIDATE BIOGRAPHICAL SKETCH

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_ RESIDENCE PHONE: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ FAX NUMBER (if applicable): \_\_\_\_\_

We communicate with our Board members primarily via e-mail. Please list your preferred email address.

E-MAIL: \_\_\_\_\_

SCHOOL DISTRICT: \_\_\_\_\_

LOCAL TERM EXPIRES: \_\_\_\_\_ YEARS ON BOARD: \_\_\_\_\_  
(Month/year)

Upon expiration of current term on your local board, will you seek reelection?

YES\_\_\_\_ NO\_\_\_\_

BOARD POSITIONS HELD (including dates): \_\_\_\_\_

OCCUPATION: \_\_\_\_\_

CURRENT EMPLOYER: \_\_\_\_\_ DATES: \_\_\_\_\_

EDUCATION-HIGH SCHOOL: \_\_\_\_\_ COLLEGE: \_\_\_\_\_

OTHER EDUCATION: \_\_\_\_\_ DEGREES: \_\_\_\_\_

HOBBIES/SPECIAL INTERESTS: \_\_\_\_\_

BUSINESS/PROFESSIONAL/CIVIC GROUP MEMBERS (offices held including dates): \_\_\_\_\_

ADDITIONAL COMMENTS: \_\_\_\_\_

**Please attach a short bio and include a current picture in jpeg format.**



# TASB BOARD CANDIDATE QUESTIONNAIRE

NAME: \_\_\_\_\_

SCHOOL DISTRICT: \_\_\_\_\_

I affirm that my board has approved my candidacy, and the Nominations Form has been submitted to TASB or is included.

1. What motivates you to serve on the TASB Board?
2. The TASB Board is comprised of different viewpoints and passions. What methods do you employ on your local board to foster a cooperative and effective relationship?
3. Service as a TASB Director is a very rewarding experience; however, it is a time-consuming endeavor. Please address your commitment to serve as a Director.

4. Please provide examples of your leadership abilities.
5. If selected, what are some unique characteristics or perspectives you bring to the Board?
6. Describe at least three or four characteristics of a good board member.
7. TASB Directors use technology to communicate and view Board materials. Please explain your comfort level using technology.



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(Signature of candidate)

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(Date)

This form is to be used by a candidate interested in filling a position on the TASB Board of Directors.

**Form A, B, & C must be received by TASB on or before July 1, 2024.**

**RETURN TO: E-mail: [boardcommunications@tasb.org](mailto:boardcommunications@tasb.org)**

**Interviews will be held at TASB Headquarters in Austin on September 6-7, 2024.**



## INSTRUCTIONS FOR TASB BOARD NOMINATIONS

### About the TASB Board of Directors

The TASB Board of Directors is charged with carrying out directives established by the Delegates at the Delegate Assembly. The individual Director is expected to attend four Board meetings a year, with one of the meetings being at the same time as the annual TASA/TASB Convention. In addition, the Director will be asked to serve on a standing committee that will meet, as needed, in conjunction with Board meetings. The Director should be a capable, experienced school board member who can assist in providing the Association with outstanding leadership.

### How to Nominate a Candidate to the TASB Board

To nominate an individual from your local school board, please complete the following attached forms:

- A. Active member's nomination and candidate's willingness to serve
- B. Candidate biographical sketch
- C. Candidate questionnaire

**The completed materials must be received by TASB no later than Monday, July 1, 2024.** Nominations that do not meet the deadline cannot be accepted.

TASB will e-mail the nominated individual and the superintendent a confirmation that the forms have been received. If an acknowledgment is not received, contact Lysa Hoelscher at **800.580.8272, extension 2976, or [lysa.hoelscher@tasb.org](mailto:lysa.hoelscher@tasb.org)**.

### The Next Steps

By July 3, a list of all candidates running for the position will be posted on the TASB website.

The candidate endorsement process runs Wednesday, July 3–Thursday, August 29, 2024. During this time, Active Members may endorse one nominated individual from their TASB regions. If a majority of the Active Members of a region endorse a candidate, that individual will be elected to the TASB Board. If at least 25 percent, but not a majority, of the Active Members of a region endorse a candidate, that individual will be included on the official ballot at the TASB Delegate Assembly.

The Nominations Committee will meet Friday, September 6–Saturday, September 7, at TASB Headquarters in Austin to interview candidates and develop a slate of nominees for the Delegate Assembly. The nominated individual will be notified of the time for the interview. Expenses incurred, including lodging and transportation, for the interview are the responsibility of the individual or his or her school district.

If you have questions or need further information, please contact Lysa Hoelscher at **800.580.8272, extension 2976, or [lysa.hoelscher@tasb.org](mailto:lysa.hoelscher@tasb.org)**.

We appreciate your participation in this nomination process.

**Texas Association of School Boards  
Board of Directors Nominations—Frequently Asked Questions**

**1. *Who elects the TASB Board of Directors?***

The general governing body of TASB is the Delegate Assembly, which meets each fall on the Saturday of the TASA/TASB Convention. One of the responsibilities of the Assembly is to elect the TASB Board of Directors (TASB Board).

**2. *Who makes up the Delegate Assembly?***

Each Active Member is eligible to designate a Delegate and Alternate from the local board to represent the board's interests at the Delegate Assembly. Either the Delegate or the Alternate, whichever is present on the floor, is the Active Member's voting representative. Members of the TASB Board and the four Legislative Advisory Council members on the TASB Legislative Committee also are voting representatives on the Assembly floor by virtue of their positions.

**3. *Who is an Active Member of TASB?***

Active Members are local public school boards and education service center boards that have paid current annual dues.

**4. *What is the composition of the TASB Board?***

The 44-member TASB Board is composed of the President, the President-Elect, the Immediate Past President, and members from the 20 TASB Regions, which follow the boundaries of the education service centers. These Directors are elected to staggered three-year terms, with the exception of the President-Elect, President, and Immediate Past President who serve one-year terms in each position. An education service center representative also is a member of the TASB Board, serving as a voting *ex officio* member.

**5. *What are the responsibilities of the TASB Board?***

The TASB Board actively promotes the purposes of the Association, oversees its fiscal affairs, and establishes Board policies.

**6. *How are TASB Board positions determined, and why do some TASB Regions have more than one representative?***

Representation on the TASB Board is determined by state average daily attendance (ADA). Calculations to determine Board positions are completed each April with ADA data furnished by the Texas Education Agency. The TASB Board has two types of positions: large district and regional.

- a. **Large District Members**—An Active Member with at least 1.25 percent of the total state ADA is entitled to a large district position on the TASB Board. Currently, 10 districts qualify as large district members: Austin ISD, Conroe ISD, Cypress-Fairbanks ISD, Dallas ISD, Fort Bend ISD, Fort Worth ISD, Frisco ISD, Houston ISD, Katy ISD, and Northside ISD-Bexar County.
- b. **Regional Members**—Each of the 20 TASB Regions have a regional member on the TASB Board. However, a TASB Region will gain another position for each 4.25 percent, or fraction thereof, of the total state ADA after subtracting the ADA of each large district member.

**7. *Does a TASB Director have to be a member of a local school board?***

Yes, Directors of the TASB Board must be a member of a local school board that is an Active Member of TASB. Except in the case of the President and the Immediate Past President, a Director of the TASB Board who ceases to be a local school board member automatically vacates his or her position on the TASB Board. The TASB President must be a member of a local board at the time of succession to the office.

**8. *How do districts know when to nominate an individual for a position on the TASB Board?***

On or before April 30, the board president, superintendent, and superintendent secretary of each Active Member will be notified that a vacancy or expiring term exists for a position in the Active Member's TASB Region. This information also will be posted on the TASB website.

**9. *How does an Active Member nominate an individual?***

Active Members have until July 1 to place the name of a local board member in nomination for a position. A nomination is accepted when the following completed nominations forms, provided by the Association, are received by TASB:

- (1) Form A, Active Member's Nomination and Willingness to Serve form  
*The candidate must have served at least 18 months, in the aggregate, on the local board by December 31 of the TASB election year.*
- (2) Form B, Candidate's Biographical Sketch
- (3) Form C, Candidate's Questionnaire

The nomination requires local board action, and Form A must be signed by the board president or other board officer and include the date of board action and the candidate.

Once these materials are received, the board president, candidate, and superintendent will receive an e-mail acknowledging the candidacy.

**10. Can an Active Member nominate more than one individual for a position?**

No.

**11. Can an individual be a candidate for more than one position?**

No.

**12. What is the endorsement period, and how does an Active Member endorse a nominated individual?**

The endorsement period is open July 3–August 29 and is an opportunity for regions to support, or even elect, a candidate nominated to the TASB Board.

During the endorsement period, an Active Member may endorse the candidacy of a nominated individual from another board within their TASB Region. Active Members must use Form D, Endorsement Form, provided by the Association.

It is important to note that TASB Bylaws require local board action for endorsements. Also, the **Nominations Committee cannot accept endorsements acted on before July 3** or those not on the form provided by the Association (Form D, Endorsement Form). Completed endorsement forms must be received by TASB on or before August 29.

If a majority of Active Members in an Association Region endorse the same candidate, that candidate is elected to the TASB Board and will take office at the completion of the final official session of the TASA/TASB Convention. If more than 25 percent of Active Members in a Region endorses the same candidate, that candidate will be placed on the slate of nominees presented to the Delegate Assembly.

**13. How can candidates contact Active Members in their TASB Regions for endorsements?**

Upon request, TASB will provide a mailing list to candidates.

**14. How are vacancies on the TASB Board filled throughout the year?**

The TASB Board can fill vacancies that occur during the year. The board president and superintendent of each Active Member within the affected Region will be notified about the vacancy and the process for nominations. The Nominations Committee will interview all candidates and make a recommendation to the TASB Board. The TASB Board will elect an individual to fill the vacancy until the next Delegate Assembly.

**15. *What is the TASB Nominations Committee, and what is the committee's role in the Delegate Assembly election process?***

The TASB Nominations Committee is composed of Directors on the TASB Board. Eleven committee members and nine alternates are elected by the Board annually. In the election of the committee, the Board considers school district size, geographic location, wealth per student, and other factors, such as gender and ethnicity.

The Nominations Committee meets prior to the Delegate Assembly to interview nominated individuals in Director races that have not been elected by endorsement by the Regions. The Committee prepares a slate of Director nominees by selecting a candidate for each open position.

If a Director candidate has received endorsements from a majority of the Active Members in the TASB Region, that individual is automatically elected to the position and will take office after the final Convention session in the year elected.

If no Director candidate has received a majority of the endorsements, the slate of nominees will include the committee's nominees and also will list any nominated individuals who have received endorsements from at least 25 percent, but less than a majority, of the Active Members within their TASB Region.

**16. *Who pays the nominated individual's expenses incurred in attending the interview with the Nominations Committee?***

The candidate's local board typically pays. This is not a TASB expense.

**17. *Can someone still run for TASB Director if he or she is not chosen by the Nominations Committee and has not received endorsements from at least 25 percent of the Active Members?***

Yes. Even if a candidate was not selected as a nominee by the Nominations Committee or did not receive at least 25 percent of the endorsements from his or her region, he or she may still run for a Director position on the TASB Board through the delegate nomination process.

A delegate nomination may be made by the candidate's Delegate, provided the following conditions are met: (a) the candidate's completed nomination materials had been submitted to TASB Headquarters by July 1, (b) the candidate interviewed with the Nominations Committee, and (c) the candidate's intent and consent to run for the position by this alternate means is received in TASB Headquarters at least five days before the annual Delegate Assembly.

**18. *When are Active Members notified of the official slate of Director and Officer nominees?***

The nominations slate of nominees is sent to all Active Members as soon as feasible after the August 29 deadline for Director candidate endorsements and prior to Delegate Assembly.

Officer nominees are selected by the TASB Board at the Summer Board Meeting.

**19. *What happens if a nominee is unable to serve?***

The Nominations Committee, at the call of its chair, will select an alternate Director nominee; and the TASB Board, at the call of its President, will select an alternate Officer nominee. Active Members and their Delegates will be notified of the amended report of the Nominations Committee as soon as feasible, but no later than the opening of the Delegate Assembly.

**20. *Can candidates in contested races campaign for Delegate votes?***

Yes, within certain limits, candidates in contested races can campaign for Delegate votes.

- a. Distribution of Materials**—A candidate can distribute a biographical document on a single sheet of paper no larger than 8-1/2 inches by 14 inches by placing the document on the tables in the caucus meeting rooms organized by the Board and/or the tables in the Delegate Assembly Hall before the start of the Assembly. No buttons or other forms of campaign paraphernalia will be distributed or worn by individuals in these caucus meetings or in the Assembly Hall.
- b. Solicitation of Votes**—Candidates are prohibited from soliciting votes in the vicinity of the Delegate Assembly Hall and at the TASB Board meeting. Other than that, candidates are not prohibited from campaigning elsewhere.
- c. Campaigning at the Delegate Assembly itself**—Aside from distributing a one-page biographical flier, candidates are prohibited from soliciting votes from Delegates outside of the Assembly Hall, at the entrance to the hall, or on the floor of the Assembly.

**21. *Will nominees be allowed to speak at the Delegate Assembly?***

Yes, speeches are allowed in contested races and each nominee is given three minutes, in accordance with the standing rules adopted by the Assembly. Contested nominees speak in alphabetical order for each position; however, the recommended nominee speaks last.

**22. *At the Delegate Assembly, do Delegates cast their vote for all positions or just those within their TASB Region?***

All Delegates of the Assembly may cast a vote in each contested position.

**23. *How are votes cast, tallied, and reported?***

Voting is done by electronic keypads. The Teller Committee supervises the voting and certifies the accuracy of the counts. The Teller Committee Chair reports the results to the Assembly.

**24. *How is the Teller Committee selected?***

The TASB President appoints Delegates to serve on the Delegate Assembly Teller Committee. A Delegate from an Active Member that has a nominee on the slate is ineligible to serve on the Teller Committee.

**25. *How are the winners determined?***

The nominee receiving the majority of the votes of the Delegates present and voting shall be elected. If no nominee receives a majority, a run-off election shall be conducted between the two nominees receiving the greater number of votes, and the election shall be repeated for that position as many times as necessary to obtain a majority.

**26. *When do the terms of newly elected Directors and Officers begin?***

The newly elected Directors and Officers (including those Directors elected by endorsement within their regions) begin serving their terms at the end of the final official session of the Convention.

**27. *When does the TASB Board meet?***

The TASB Board meets four times a year (December, spring, summer, and Convention).

**28. *Who pays the Director's expenses to attend meetings?***

In accordance with TASB Board Policy, TASB will reimburse Directors for the following expenses:

1. Expenses incurred while attending the regular December, Spring, and Summer TASB Board Meetings.
2. Transportation expenses and three nights' lodging expenses incurred by Directors attending the regular Convention Board Meeting held in conjunction with the TASA/TASB Convention.
3. Expenses incurred while attending any other meetings of the TASB Board or standing committees.

***29. Whom do I contact for more information?***

Contact Lysa Hoelscher at 800.580.8272, extension 2976 or [lysa.hoelscher@tasb.org](mailto:lysa.hoelscher@tasb.org).



## ARTICLE VI. BOARD OF DIRECTORS

### SECTION 1. ASSOCIATION REGIONS.

The Association Regions shall correspond to the ESC region boundaries.

### SECTION 2. QUALIFICATIONS, NOMINATION, ENDORSEMENT, AND ELECTION OF DIRECTORS.

A. Each voting Director shall be a trustee currently serving on an Active Member school board, except as provided below:

(1) The President and the Immediate Past President, holding office in accordance with Article VII, Section 2A.

(2) The ESC *ex officio* Director, selected in accordance with Article VI, Section 4F.

B. A trustee seeking nomination for a Director position must have served at least 18 months, in the aggregate, on the trustee's school board as of December 31 of the TASB election year. No Active Member shall have more than one candidate running for a Director position before the Delegate Assembly, even if more than one Director position is subject to an expiring term or vacancy within the Active Member's Region. No person shall be a candidate for more than one Director position in an election before the Delegate Assembly.

C. For purposes of this section, an Active Member whose school district's average daily attendance (ADA) meets the requirements of Article VI, Section 4C(1), shall be treated as an Association Region and referred to in these Bylaws as a Large District. Except as provided in Article VI, Section 9, if a Large District Active Member has no trustee who satisfies the minimum school board service requirement or no trustee interested in serving on the Board, the Large District Director position will remain vacant until an eligible candidate is presented to TASB for nomination.

D. Nominations and endorsements shall be accepted in accordance with the following requirements, in chronological order within the time frames and deadlines set out in Board policy:

(1) Active Members in any Association Region in which there are expiring terms or vacancies in Director positions shall be notified by the date established through Board policy that the Active Member may nominate one of its trustees as a candidate for a Director position in which the term is expiring or a vacancy exists within the Active Member's Region.

(2) The Nominations Committee's chair, or designee, shall have received the following in writing in the Austin office of the Association by the deadline established through Board policy:

(a) The Active Member's nomination, in such form as required by the Association, which shall include a verification by the Active Member's board president or other board officer as to the date of board action.

(b) Candidate information required by the Association, which shall include (i) the candidate's written confirmation of his or her intent to be nominated as a candidate and willingness to serve if elected, (ii) biographical information, and (iii) responses to the questionnaire(s) developed by the Association.

(3) A listing of all candidates running for Director positions shall be sent to the superintendent and board president of each Active Member in each Association Region in which there are any expiring terms or vacancies in Director positions by the date established through Board policy. The candidate listing also shall be posted on the Association's website. Candidates, Directors, Delegates, and Active Members shall be subject to any campaign protocols or regulations established through Board policy.

(4) Active Member endorsements of candidates shall be received in the Austin office of the Association by the deadline established through Board policy in order for such endorsements to be considered. An Active Member may endorse only one candidate for each open Director position within its Association Region. Only candidates who have complied with the requirements of Article VI, Section 2D(2), may be endorsed. Endorsements adopted by an Active Member before the Association sends the list of candidates pursuant to Article VI, Section 2D(3), or endorsements that are not on the endorsement form provided by the Association in a given year shall not be accepted. An Active Member's nomination of one of its trustees [Article VI, Section 2D(2)] shall be considered the Active Member's endorsement for that Director position.

(5) If a majority of the Active Members in an Association Region endorses the same candidate, that candidate shall be elected to the Director position and shall take office at the completion of the final official session of the annual convention during the year in which the Director was elected.

(6) If no candidate receives endorsements from a majority of the Active Members in the candidate's Association Region [Article VI, Section 2D(4)], the official annual Delegate Assembly list of nominees shall include the following:

(a) Candidates nominated by the Nominations Committee [Article VIII, Section 2H].

(b) Candidates receiving endorsements from at least 25 percent but less than a majority of the Active Members in an Association Region.

(7) Thereafter nominations may be made by the candidate's Delegate, provided the following conditions are met:

(a) The candidate's nomination was submitted in compliance with Article VI, Section 2D(2).

(b) The candidate interviewed with the Nominations Committee, unless the Committee waived the need for an interview based on criteria set out in Board policy.

(c) The candidate's intent and consent to run for the position by this alternate means is received in the Austin office of the Association five days prior to the annual Delegate Assembly.

E. Except for a Director position filled in accordance with Article VI, Section 2D(5), the official annual Delegate Assembly list of nominees shall be prepared by the Nominations Committee as provided in these Bylaws [Article VIII, Section 2I]. The election shall comply with these Bylaws and any rules and procedures adopted for the Delegate Assembly at the start of the meeting. Such rules and procedures may allow uncontested nominees to be deemed elected without a vote.

F. If there is more than one nominee for a Director position, the nominee receiving the majority of the votes of the Delegates shall be elected. If no nominee receives a majority vote of the Delegates, a runoff election shall be conducted between the two nominees receiving the greater numbers of votes, and the election shall be repeated for that position as many times as necessary to obtain a majority.

SECTION 3. DUTIES. The Board shall supervise, control, and direct affairs of the Association in accordance with the Articles of Incorporation, Bylaws, beliefs, and Advocacy Agenda approved by the Delegate Assembly. The Board shall:

A. Actively promote the mission, beliefs, and purposes of the Association.

B. Adopt the Association's budget and have discretion in the disbursement of the Association's funds.

C. Receive any devise, bequest, donation, or gift — either for real or personal property — and hold the same in absolute title or in trust; and invest, reinvest, and manage such property consistently with the mission and purposes of the Association.

D. Establish such Board policies as it deems appropriate in fulfilling its responsibilities under these Bylaws.

E. Appoint such agents as it may consider necessary.

SECTION 4. COMPOSITION.

A. The Association's governing body shall be composed of Directors from Large Districts or Association Regions. No Active Member shall have more than one individual serving on the Board.

B. All Directors shall represent their respective Association Regions, except the President, President-Elect, and Immediate Past President.

C. By virtue of student enrollment, individual Active Members or Association Regions may be eligible for a Director position as follows:

(1) (a) Not more than 14 Active Members shall be entitled to Large District Director positions. To qualify for a Large District Director position, the Active Member shall have had at least 1.25 percent of the total state ADA for two consecutive school years. If more than 14 Active Members qualify for Large District Director positions under this provision, the 14 Active Members with the largest ADA shall qualify.

(b) If the Active Member's ADA falls below 1.25 percent of the total state ADA for two consecutive school years or if an Active Member has qualified for a Large District Director position and that Active Member is no longer one of the 14 school districts with the ADA required under Article VI, Section 4C(1)(a), the Active Member's entitlement to a Large District Director position shall end with the expiration of the current representative's term.

(2) (a) An Association Region shall be entitled to Regional Director positions for each 4.25 percent or fraction thereof of the total state ADA contained within the Association Region for two consecutive school years and after the ADA of each Active Member qualifying for a position by virtue of Article VI, Section 4 C(1), has been subtracted. Notwithstanding the foregoing, an Association Region shall be entitled to no more than three Regional Director positions.

(b) If an Association Region becomes entitled to multiple positions by this provision and then fails to sustain sufficient ADA for the entitlement over two consecutive school years, a Regional Director position shall be eliminated as follows:

- i. If a vacancy exists in the Regional Director position, that position shall be eliminated.
- ii. If there is more than one vacancy in the Regional Director positions, the vacant position with the first expiring term shall be eliminated.
- iii. If there is no vacancy in the Regional Director positions, the existing position with the first expiring term within the Region shall be eliminated at the end of that term.
- iv. If there is no vacancy and more than one Regional Director position having the first expiring term in the same year, the position being held by the individual with the least tenure as a Regional Director shall be eliminated at the end of that term.
- v. If there is no vacancy and more than one Regional Director position having the first expiring term in the same year and being held by individuals with the same tenure, there shall be a drawing of lots to determine which Regional Director position shall be eliminated at the end of the term.

D. All calculations under this section shall be based on ADA data furnished by the Texas Education Agency available as of April 1 preceding the annual Delegate Assembly.

E. The Executive Director shall be a nonvoting *ex officio* Director and shall not be counted in the quorum of the Board.

F. The ESC boards shall be represented by one voting *ex officio* Director selected by a process and for a term prescribed by guidelines established by the ESC boards, but shall not be counted in the quorum of the Board.

## SECTION 5. DURATION OF OFFICE.

A. Unless stated in these Bylaws otherwise, a Board year or annual period relating to a Director or the business of the Board commences at the official close of the annual convention and ends after the same event in the next year.

B. The term of office of each Director shall be three years and shall begin at the completion of the final official session of the annual convention during which the Director was elected by the annual Delegate Assembly.

C. Terms of Directors shall be staggered to allow, to the extent possible, for the election of one-third of the Directors each year. New Director positions shall be assigned to terms to retain this balance; however, if this is not possible, the assignment of terms shall be decided by drawing of lots.

D. Upon election to a three-year term, a Director may be reelected to no more than three additional terms. For purposes of determining a Director term limit, service time attaches to the individual and not the Association Region with which the Director is associated.

E. Upon election or succession to the office of President-Elect, the Director position previously held shall be declared vacant and a successor elected, except as provided in Article VI, Section 4A. Once elected President-Elect, the term limit that applies to a Director position shall no longer apply and shall not prevent the individual from completing the term of one year as President-Elect, one year as President, and one year as Immediate Past President.

#### SECTION 6. RESIGNATION AND REMOVAL.

A. A Director may resign by submitting a letter of resignation to the President. The resignation shall become effective upon receipt by the President.

B. A Director who is absent from three consecutive regularly scheduled Board meetings or from three consecutive regularly scheduled Standing Committee meetings may be removed from the Director position by a majority vote of all Directors. A Large District Director removed pursuant to this section shall be ineligible to serve for the remainder of the term to which the Director was elected.

C. Any Director may be removed by a two-thirds vote of the Board when, in the Board's judgment, the best interests of the Association would be served by removal.

#### SECTION 7. MEETINGS.

A. The Board shall hold at least four regular meetings that shall be spread throughout the year, with one taking place during the summer and the last meeting taking place during the week of the annual Delegate Assembly. The Executive Committee of the Board shall determine the dates and locations of the meetings for the upcoming Board year and report the meeting schedule to the Board before the Board year commences. The Board also shall be given 30 days' notice before each regular meeting by electronic means or by any other means accessible to the Directors.

B. Additional meetings of the Board may be called by the President or by the written request of a majority of the Board, provided that a written notice is sent to each Director at least 10 days before the meeting.

C. A meeting of the Board or a committee may be conducted in person or by alternate means, such as teleconference, videoconference, virtual, or any other means by which each participant can communicate with all other participants.

#### SECTION 8. QUORUM AND VOTING.

A. A quorum shall consist of a majority of the Board.

B. Unless required otherwise by law, the Articles of Incorporation, or these Bylaws, a vote required or permitted to be taken shall be based on the “present and voting” parliamentary standard. No proxy voting shall be permitted.

C. Any action required to be taken at a meeting of Directors, or any action which may be taken at a meeting of the Directors or any committee, may be taken without a meeting if a consent in writing, setting forth the action to be taken, shall have been signed or executed by the number of Directors or committee members as would be necessary to take that action at a meeting at which Directors or members of the committee were present and voted. The Board, by policy or resolution, may increase the number of votes required for an action taken by written consent. A written consent shall be signed or executed and dated by each Director or committee member, and consent may be provided in multiple counterparts. Directors or committee members may provide written consent by facsimile, email (from the email address of record), or any other form of written action from the Director or committee member.

#### SECTION 9. VACANCIES.

A. The Board may fill vacancies that occur in Director positions by electing an individual, by majority vote, to fill the vacancy until the next annual Delegate Assembly, in accordance with Board policy. At that time, a candidate shall be elected by the annual Delegate Assembly to fill the unexpired term in accordance with Article VI, Section 2.

B. Notwithstanding the foregoing and the eligibility requirements of Article VI, Section 2, if the powers and duties of a Large District’s conventional school board have been suspended temporarily by the State of Texas, the Board may fill the Large District Director position with an individual from the Large District’s temporary governing body on an interim basis, but such individual shall not be presented to the Delegate Assembly for election as otherwise provided in this section. Further, the term for such Large District Director position shall remain intact, even if the Board refills the position with the same person for a new term. In contrast, if a Regional (non-Large District) Director’s conventional school board has been suspended in a similar manner by the State of Texas, the Regional Director’s position on the Board is deemed vacated and the Board may fill the position from the Association Region as set out in this section.

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# Board Agenda Item

Little Elm Independent School District

400 Lobo Lane

Little Elm, Texas 75068

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Board Mtg. Date <b>06-24-2024</b>	<b>Reports of the Superintendent</b> <input type="checkbox"/>	<b>Action Item</b> <input checked="" type="checkbox"/>	<b>Consent Agenda</b> <input type="checkbox"/>	<b>Reports, Routine Monthly</b> <input type="checkbox"/>	<b>Other</b> <input type="checkbox"/>
<b>Subject:</b>	<b>HIRING OF ZELLARS EARLY CHILDHOOD LEARNING CENTER PRINCIPAL</b>				
<b>Presenter or Contact Person:</b>	Asheley Brown, Executive Director of Human Resource Services				
<b>Policy/Code:</b>	DEAA, DEA, DEAB as appropriate				
<b>Strategic Plan Goal:</b>	We will recruit, recognize, and retain high quality and effective personnel to support student success at every level.				
<b>Summary:</b>	After a thorough interview and selection process, we are bringing to the Board for consideration, our recommendation for Principal of Zellars Early Childhood Learning Center.				
<b>Financial Implications:</b>	N/A				
<b>Attachments:</b>	Under separate cover.				
<b>Recommendation:</b>	<b>The Administration recommends approval of the hire of the new Principal of Zellars Early Childhood Learning Center as discussed in closed session.</b>				
<b>Motion:</b>	<b>I move the Board approve the request to hire the new Principal of Zellars Early Childhood Learning Center as discussed in closed session.</b>				

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# Board Agenda Item

Little Elm Independent School District  
300 Lobo Lane  
Little Elm, Texas 75068

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Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Discussion Item
06-24-2024	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>ADOPTION OF BUDGET FOR 2024-2025</b>				
<b>Presenter or Contact Person:</b>	Shay Adams, Assistant Superintendent for Business & Finance				
<b>Policy/Code:</b>	Board Legal Status Powers and Duties – BAA (Local) Annual Operating Budget – CE (Local)				
<b>Summary:</b>	Discuss Little Elm ISD’s 2024-2025 Budget				
<b>Financial Implications:</b>	The adoption of the proposed budget support the education initiative of Little Elm ISD				
<b>Attachments:</b>	Under separate cover.				
<b>Recommendation:</b>	<b>The Administration recommends approval of the proposed Budget for the Fiscal Year 2024-2025.</b>				
<b>Motion:</b>	<b>I move that the Board approves the proposed Budget for Fiscal Year 2024-2025.</b>				



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# Board Agenda Item

Little Elm Independent School District  
400 Lobo Lane  
Little Elm, Texas 75068

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Board Mtg. Date <b>06-24-2024</b>	<b>Reports of the Superintendent</b> <input type="checkbox"/>	<b>Action Item</b> <input checked="" type="checkbox"/>	<b>Consent Agenda</b> <input type="checkbox"/>	<b>Reports, Routine Monthly</b> <input type="checkbox"/>	<b>Other</b> <input type="checkbox"/>
<b>Subject:</b>	<b>2023-2024 FINAL BUDGET AMENDMENT</b>				
<b>Presenter or Contact Person:</b>	Jesse Wyse, Executive Director of Business Services				
<b>Policy/Code:</b>	Board Legal Status Powers and Duties – BAA (LOCAL) Annual Operating Budget – CE (LOCAL)				
<b>Strategic Plan Goal:</b>	Ensuring Fiscal Health and Sustainability				
<b>Summary:</b>	At the end of each year, final budget amendments are presented to the Board for approval for any anticipated functional overages.				
<b>Financial Implications:</b>	None				
<b>Attachments:</b>	Under separate cover				
<b>Recommendation:</b>	<b>The Administration recommends approval of the 2023-2024 Final Budget Amendments as submitted.</b>				
<b>Motion:</b>	<b>I move that the Board approve the 2023-2024 Final Budget Amendment as submitted.</b>				

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# Board Agenda Item

Little Elm Independent School District

400 Lobo Lane

Little Elm, Texas 75068

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Board Mtg. Date <b>06-24-2024</b>	<b>Reports of the Superintendent</b> <input type="checkbox"/>	<b>Action Item</b> <input type="checkbox"/>	<b>Consent Agenda</b> <input checked="" type="checkbox"/>	<b>Reports, Routine Monthly</b> <input type="checkbox"/>	<b>Other</b> <input type="checkbox"/>
<b>Subject:</b>	<b>COMPENSATION PLAN FOR THE 2024-2025 SCHOOL YEAR</b>				
<b>Presenter or Contact Person:</b>	Asheley Brown, Executive Director for Human Resource Services				
<b>Policy/Code:</b>	DEAA, DEA, DEAB as appropriate				
<b>Strategic Plan Goal:</b>	We will recruit, recognize, and retain high quality and effective personnel to support student success at every level.				
<b>Summary:</b>	Information related to salary ranges, stipends, supplemental pay for temporary workers, and teacher new hire salary schedule.				
<b>Financial Implications:</b>	Included in the 2024-2025 budget.				
<b>Attachments:</b>	LEISD 2024-2025 Compensation Plan				
<b>Recommendation:</b>	<b>The Administration recommends approval of the 2024-2025 compensation plan, contingent on Board approval of the 2024-2025 budget.</b>				
<b>Motion:</b>	<b>I move the Board approve the 2024-2025 compensation plan, contingent on Board approval of the 2024-2025 budget.</b>				



# **Little Elm ISD 2024-2025 Compensation Plan**

## 24-25 Teacher Pay Scale

Teacher, Nurse (RN), Media Specialist (aka Librarian)

Years Experience	Bachelor's
0	\$58,285
1	\$59,385
2	\$60,550
3	\$60,836
4	\$61,056
5	\$61,277
6	\$61,497
7	\$61,774
8	\$62,105
9	\$62,436
10	\$62,789
11	\$63,119
12	\$63,450
13	\$63,892
14	\$64,333
15	\$64,830
16	\$65,326
17	\$65,823
18	\$66,264
19	\$66,706
20	\$67,147
21	\$67,699
22	\$68,526
23	\$69,739
24	\$69,960
25+	\$70,181
Bilingual Certification Stipend \$5,000	
Master's Degree Stipend \$1,500 (Teacher and Nurse [RN] Only)	
Media Specialist/Librarian base pay is equal to the appropriate step above plus \$1,500	
Critical Needs Stipends - Varied amounts	
<p><i>This schedule is for hiring purposes only. No yearly salary increases are automatically granted. Neither past nor future salaries can be calculated, assumed, or predicted on the basis of this schedule.</i></p>	

Pay Grade 1		# Duty Days	Min - Hourly \$15.00
Child Nutrition Specialist	176	176 Days	\$21,120
Custodian	240	240 Days	\$28,800

Pay Grade 2		# Duty Days	Min - Hourly \$15.00
Security/Hall Monitor	178	178 Days	\$21,360
Grounds, Level 1	240	240 Days	\$28,800
Maintenance, Level 1	240		
Custodian, Lead	240		

Pay Grade 3		# Duty Days	Min - Hourly \$15.14	Mid - Hourly \$18.47	Max - Hourly \$21.80
Grounds, Level 2	240	240 Days	\$29,069	\$35,462	\$41,856
Head Custodian, Elementary	240				
Maintenance, Level 2	240				

Pay Grade 4		# Duty Days	Min - Hourly \$16.70	Mid - Hourly \$20.45	Max - Hourly \$24.19
Child Nutrition Manager	177	177 Days	\$23,647	\$28,957	\$34,253
Head Custodian, Middle School/High School	240	240 Days	\$32,064	\$39,264	\$46,445
Supervisor, Grounds	240				
Supervisor, Maintenance	240				

Pay Grade 5		# Duty Days	Min - Hourly \$20.34	Mid - Hourly \$24.81	Max - Hourly \$29.28
Carpenter	240	240 Days	\$39,053	\$47,635	\$56,218
HVAC Technician, Journeyman	240				

Pay Grade 6		# Duty Days	Min - Hourly \$21.15	Mid - Hourly \$25.80	Max - Hourly \$30.45
HVAC Technician, Master Certified	240	240 Days	\$40,608	\$49,536	\$58,464

\*When an applicant that has exceptional job qualifications or a position cannot otherwise be filled, the Superintendent or designee may approve hiring rates above the defined range which shall be noted on employment paperwork.

Pay Grade 1	# Duty Days		Min - Hourly \$15.00
Child Care	189	178 Days	\$21,360
Instructional Assistant, PE	178	189 Days	\$22,680
Instructional Assistant, ESL	178		
Instructional Assistant, Special Education, Resource/Inclusion	178		

Pay Grade 2	# Duty Days		Min - Hourly \$15.00
Assistant, Health Clinic	178	178 Days	\$21,360
Childcare Lead	189	183 Days	\$21,960
Instructional Assistant, ISS	178	189 Days	\$22,680
Instructional Technology Assistant/Tech Liaison	183	203 Days	\$24,360
Library Media Services Technician	183	226 Days	\$27,120
Receptionist, Elementary/Middle School Campus	203		
Receptionist, High School Campus	226		

Pay Grade 3	# Duty Days		Min - Hourly \$15.00
Attendance (PEIMS) Specialist, Elementary	203	178 Days	\$21,360
ESL Student Support and LPAC Clerk	178	197 Days	\$23,640
Instructional Asst (Bilingual Required)	178	203 Days	\$24,360
Instructional Asst, Special Education, Self-Contained	178		
Instructional Assistant, Special Education, 18+	178		
Clerk, Special Populations (Bilingual Required)	197		
Receptionist, Campus (Bilingual Required)	203		
Registrar, High School	203		
Special Education, Management Systems Clerk	197		
Instructional Asst, Special Education, Academic and Behavior Su	178		

Pay Grade 4	# Duty Days		Min - Hourly \$15.82	Mid - Hourly \$19.12	Max - Hourly \$22.40
Administrative Assistant, Assistant Principal	217	187 Days	\$23,667	\$28,604	\$33,510
Athletic Business Manager	203	203 Days	\$25,692	\$31,051	\$36,378
Attendance Secretary, High School	187	217 Days	\$27,464	\$33,192	\$38,886
Attendance (PEIMS) Specialist, Middle School	203	226 Days	\$28,603	\$34,569	\$40,499
Bookkeeper (HS)	217				
District Receptionist/Translator	226				
Mail Courier/Instructional Materials Clerk	226				

Pay Grade 5	# Duty Days		Min - Hourly \$16.09	Mid - Hourly \$20.10	Max - Hourly \$24.12
Administrative Assistant, Associate Principal	226	217 Days	\$27,932	\$34,894	\$41,872
Administrative Assistant, Elementary Principal	217	226 Days	\$29,091	\$36,341	\$43,609
Lead Registrar/Attendance (PEIMS) Specialist	226				
Administrative Assistant, Principal/Attendance PEIMS Specialist	217				

Pay Grade 6		# Duty Days	Min - Hourly \$19.30	Mid - Hourly \$23.49	Max - Hourly \$27.67
Administrative Assistant, Athletics	226	187 Days	\$28,873	\$35,141	\$41,394
Administrative Assistant, Curriculum & Learning	226	226 Days	\$34,894	\$42,470	\$50,027
Administrative Assistant, High School Principal	226	240 Days	\$37,056	\$45,101	\$53,126
Administrative Assistant, Middle School Principal	226				
Child Nutrition Generalist	226				
Color Guard Choreographer	187				
Facilities Clerk, Bilingual	240				
Facilities Clerk, Operations	240				
Level 1 Technician	226				

Pay Grade 7		# Duty Days	Min - Hourly \$20.54	Mid - Hourly \$24.99	Max - Hourly \$29.35
Level 2 Technician	226	226 Days	\$37,136	\$45,182	\$53,065
Special Education, PEIMS/Records Clerk	226				

Pay Grade 8		# Duty Days	Min - Hourly \$20.63	Mid - Hourly \$25.67	Max - Hourly \$30.80
Accounts Payable Specialist	226	226 Days	\$37,299	\$46,411	\$55,686
Exec. Administrative Assistant, Alternative Ed & Communicator	226				
Exec. Administrative Assistant, Construction	226				
Exec. Administrative Assistant, Human Resources	226				
Exec. Administrative Assistant, Special Populations	226				
Exec. Administrative Assistant, Operational Services	226				
Payroll & Benefits Specialist	226				

Pay Grade 9		# Duty Days	Min - Hourly \$22.00	Mid - Hourly \$27.14	Max - Hourly \$32.27
Business Services Specialist	226	226 Days	\$39,776	\$49,069	\$58,344
Exec. Administrative Assistant, Assistant Superintendent	226				
Lead Computer Technician	226				
Lead Payroll & Benefits Specialist, Finance	226				

Pay Grade 10		# Duty Days	Min - Hourly \$22.47	Mid - Hourly \$28.18	Max - Hourly \$33.88
Exec. Administrative Assistant, Deputy Superintendent	226	226 Days	\$40,626	\$50,949	\$61,255

Pay Grade 11		# Duty Days	Min - Hourly \$30.06	Mid - Hourly \$36.10	Max - Hourly \$42.14
Sr. Executive Administrative Assistant to Superintendent	226	226 Days	\$54,348	\$65,269	\$76,189

\*When an applicant that has exceptional job qualifications or a position cannot otherwise be filled, the Superintendent or designee may approve hiring rates above the defined range which shall be noted on employment paperwork

Pay Grade 1	# Duty Days		Minimum \$260.00	Midpoint \$310.00	Maximum \$360.00
Campus Supervisor, Child Nutrition	217	203 Days	\$52,780	\$62,930	\$73,080
Coordinator, Child Nutrition	226	217 Days	\$56,420	\$67,270	\$78,120
Coordinator, PEIMS	226	226 Days	\$58,760	\$70,060	\$81,360
Director, Child Care	226	240 Days	\$62,400	\$74,400	\$86,400
Electronic Document Management System Analyst	226				
HR Onboarding Manager	226				
Network/Systems Administrator	226				
Operations Supervisor, Child Nutrition	217				
Parent Liaison	203				
Student Information Services Analyst & Support Specialist	226				
Supervisor, Custodians	240				
Transition Specialist	217				
Web Specialist	226				

Pay Grade 2	# Duty Days		Minimum \$320.00	Midpoint \$360.00	Maximum \$410.00
Assistant Director, Child Nutrition	226	187 Days	\$59,840	\$67,320	\$76,670
Board Certified Behavior Analyst	197	192 Days	\$61,440	\$69,120	\$78,720
Coordinator, Accounting	226	197 Days	\$63,040	\$70,920	\$80,770
Coordinator, Business Services	226	203 Days	\$64,960	\$73,080	\$83,230
Coordinator, Multimedia Communications	226	207 Days	\$66,240	\$74,520	\$84,870
Coordinator, Health Services	217	217 Days	\$69,440	\$78,120	\$88,970
Coordinator, Network Services	226	226 Days	\$72,320	\$81,360	\$92,660
Coordinator, Payroll	226				
Coordinator, Purchasing	226				
Coordinator, Technology Services	226				
Counselor, Elementary	192				
Counselor, Lead Elementary	203				
Counselor, Lead Secondary	217				
Counselor, High School	207				
Counselor, Middle School	207				
Diagnostician	197				
Instructional Coach, Bilingual/ESL	207				
District Dyslexia Facilitator	187				
Lead Behavior Specialist/Analyst	197				
Intervention Counselor, High School	207				
Intervention Counselor, Middle School	207				
School Psychologist	197				
Occupational Therapist	187				
Physical Therapist	187				
Social Worker	203				
Speech Pathologist	187				

Pay Grade 3	# Duty Days		Minimum \$330.00	Midpoint \$378.79	Maximum \$427.57
Assistant Principal, Elementary	203	203 Days	\$66,990	\$76,894	\$86,797
Coordinator, College Readiness	226	226 Days	\$74,580	\$85,607	\$96,631
Coordinator, Digital Learning	226				
Coordinator, Human Resource Services	226				
Coordinator, Instructional	226				
Coordinator, Multilingual Learners	226				
Coordinator, Special Populations	226				

Pay Grade 4	# Duty Days		Minimum \$350.00	Midpoint \$414.29	Maximum \$478.58
Assistant Principal, High School	217	217 Days	\$75,950	\$89,901	\$103,852
Assistant Principal, Middle School	217	226 Days	\$79,100	\$93,630	\$108,159
Associate Principal, High School	226	240 Days	\$84,000	\$99,430	\$114,859
Director, Counseling	226				
Director, Food Services	226				
Director, Maintenance	240				
Head Football Coach	226				
Principal, Alternative Education	217				
Principal, Zellars ECLC	217				



Pay Grade 5		# Duty Days	Minimum \$368.29	Midpoint \$447.28	Maximum \$526.26
Director, Academic Programs	226	217 Days	\$79,919	\$97,060	\$114,198
Director, Data Processing & Information Systems	226	226 Days	\$83,234	\$101,085	\$118,935
Director, Fine Arts	226				
Principal, Elementary	217				
Principal, Middle School	226				

Pay Grade 6		# Duty Days	Minimum \$412.85	Midpoint \$491.83	Maximum \$570.81
Director, Accountability Services	226	226 Days	\$93,304	\$111,154	\$129,003
Director, Athletics	226				
Director, Communications	226				
Director, Human Resource Services	226				
Director, Professional Learning	226				
Director, Technology & Network Services	226				

Pay Grade 7		# Duty Days	Minimum \$454.48	Midpoint \$533.47	Maximum \$612.45
Executive Director, Business Services	226	226 Days	\$102,712	\$120,564	\$138,414
Executive Director, Construction Services	226				
Executive Director, Human Resource Services	226				
Executive Director, Operational Services	226				
Executive Director, Special Populations	226				
Principal, High School	226				

Pay Grade 8		# Duty Days	Minimum \$586.72	Midpoint \$665.71	Maximum \$744.69
Assistant Superintendent, Curriculum & Learning	226	226 Days	\$132,599	\$150,450	\$168,300
Assistant Superintendent, Business & Finance Services					

Pay Grade 9		# Duty Days	Minimum \$654.42	Midpoint \$733.41	Maximum \$812.39
Deputy Superintendent	226	226 Days	\$147,899	\$165,751	\$183,600

\*When an applicant that has exceptional job qualifications or a position cannot otherwise be filled, the Superintendent or designee may approve hiring rates above the defined range which shall be noted on employment paperwork.

## 2024-2025 Stipends

DISTRICT STIPENDS		2024-2025
Audio Video Production		\$4,000
Bilingual Certification Required (Title I)		\$5,000
Bilingual Interventionist (Bilingual Cert/Dual Lang. campuses only)		\$5,000
CN Diagnostician		\$5,000
CN School Psychologist		\$5,000
CN Special Education Self-Contained Teacher		\$3,000
CN Speech Language Pathologist		\$5,000
CN Speech Language Pathologist Assistant		\$2,500
CN SpEd Parent/In-Home Training		\$3,500
CN Special Education Teacher (Inclusion/Resource)		\$2,000
Destination Imagination Coordinator		\$500
District Lead Behavior Specialist		\$2,000
Early Childhood Transition Specialist		\$3,500
Lead Elementary Art		\$500
Lead Elementary Choir		\$500
Lead Elementary Music		\$500
Lead Elementary PE		\$500
Lead Gifted/Talented		\$500
Lead Librarian		\$1,500
Lead Secondary PE		\$500
Lead - SpEd Diagnostician/LSSP/SLP		\$2,000
Lead World Language 6-12 or K-12		\$750
School Psychologist/Diag/SpPath Bilingual Proficiency - SpEd		\$5,000
Master's Degree		\$1,500
Mentor Teacher		\$300
Visually Impaired Teacher		\$2,000
Visually Impaired Teacher with Certified Orientation Mobility Specialist certification		\$1,500

TRAVEL		2024-2025
Assigned to specific positions based on job requirements.		\$420 - \$1200

CELL PHONE		2024-2025
Assigned to specific positions based on job requirements.		\$500 - \$900

HIGH SCHOOL STIPENDS		2024-2025
Academic Decathlon		\$2,000
Band Assistant Director		\$5,200
Band Head Director		\$13,000
Certification Welder		\$7,500
Cheerleader Varsity Coach		\$5,000
Cheerleader JV Coach		\$3,000
Cheerleader Freshmen Coach		\$3,000
Choir Assistant Director		\$4,000
Choir Director		\$6,500

Class Sponsor	\$1,000
CN (Local Certification) CTE	\$1,000
CN (TEA Certified) CTE	\$2,500
CN LOTE	\$4,000
CN Math	\$4,000
CN MATH GOALS/AIMS	\$2,000
CN Science	\$4,000
CN Science GOALS/AIMS	\$2,000
CTSO Lead Sponsor	\$1,500
CTSO Assistant Sponsor	\$1,000
Department Head	\$1,500
Drill Team Assistant Director	\$3,500
Drill Team Head Director	\$5,500
Hope Squad	\$1,000
HS Theater Arts	\$4,000
HS Theater Arts Tech	\$2,000
Lead High School Counselor	\$2,250
NHS	\$850
Octathalon	\$2,000
Prom	\$500
Spanish NHS	\$850
Student Council	\$1,500
UIL Coach	\$500
UIL Coordinator	\$2,000
Webmaster	\$500
Yearbook	\$2,000

MIDDLE SCHOOL STIPENDS		2024-2025
Band Assistant Director		\$5,200
Band Head Director		\$9,200
CN LOTE (6th to 8th)		\$4,000
CN Math (6th to 8th)		\$2,000
CN Science (6th to 8th)		\$2,000
Cheerleading Assistant Coach		\$1,000
Cheerleading Head Coach		\$2,000
Choir Assistant Director - MS		\$2,500
Choir Director - MS		\$4,500
Department Head		\$950
Hope Squad		\$1,000
National Jr. Honor Society		\$500
Student Council		\$800
Theater Arts Director		\$1,500
UIL Coach		\$250
UIL Coordinator		\$1,500
Webmaster		\$500
Yearbook		\$500

<b>ELEMENTARY SCHOOL STIPENDS</b>		<b>2024-2025</b>
Dual Language Teacher with ESL Cert.		\$2,000
Team Lead		\$500
Webmaster		\$500
Yearbook		\$500

<b>**HR USE ONLY**</b>		<b>2024-2025</b>
Stipend Contingency Allotment (as need is determined)		\$5,000

<b>ATHLETIC STIPENDS -HS</b>		<b>2024-2025</b>
Athletic Coordinator		\$6,000
Athletic Trainer		\$6,000
Baseball Assistant Coach		\$3,750
Baseball Head Coach		\$8,100
Basketball B&G Assistant Coach		\$4,200
Basketball B&G Head Coach		\$8,500
Campus Athletic Director		\$9,000
Cross Country Assistant Coach		\$3,400
Cross Country Head Coach		\$6,000
Facility Coordinator		\$5,000
Football Assistant Coach - Varsity		\$6,100
Football Assistant Head Coach		\$8,900
Football Defensive Coordinator		\$8,700
Football Offensive Coordinator		\$8,700
Golf Assistant Coach		\$4,400
Golf B&G Head Coach		\$7,000
Middle School Athletics Liaison		\$3,000
Offseason Coordinator - HS		\$3,000
Powerlifting B&G Coach		\$5,000
Soccer Assistant Coach		\$4,000
Soccer B&G Head Coach		\$7,800
Softball Assistant Coach		\$3,750
Softball Head Coach		\$8,100
Tennis Assistant Coach		\$4,400
Tennis Head Coach		\$7,800
Track Coordinator		\$2,000
Track B&G Assistant Coach		\$3,700
Track B&G Head Coach		\$7,000
Volleyball Assistant Coach		\$4,000
Volleyball Head Coach		\$8,100
Wrestling Assistant Coach		\$3,400
Wrestling Head Coach		\$7,000

ATHLETIC STIPENDS - MS		2024-2025
Athletic Coordinator		\$1,750
Cross Country Head Coach		\$1,800
Basketball Assistant Coach		\$2,450
Basketball 8th B&G Head Coach		\$3,200
Football Assistant Coach		\$3,200
Football Head Coach		\$3,500
Soccer B&G Assistant Coach		\$1,500
Soccer B&G Head Coach		\$1,800
Tennis Head Coach		\$1,800
Track Assistant Coach		\$1,900
Track 8th B&G Head Coach		\$2,400
Volleyball Assistant Coach		\$2,100
Volleyball Head Coach		\$2,700

Little Elm Independent School District		
SUPPLEMENTAL PAY AMOUNTS (INFREQUENT DUTIES)		
2024-2025		
CURRICULUM AND PROFESSIONAL DEVELOPMENT		
Area of Responsibility	Duties Performed	Rate of Pay
Curriculum and Instruction	Professional Staff - Curriculum Writing	\$30.00 per hour
	Parent Academy/Involvement - Professionals	\$25.00 per hour
	Summer School (Professional)	\$40.00 per hour
	Summer School (Paraprofessional)	EE Hourly Rate/\$15.00 per hour
	Summer School Credit Recovery	\$25.00 per hour
	Test Proctoring	\$25.00 per hour
	Tutoring - Non-Certified	\$20.00 per hour
	Tutoring - Paraprofessional	\$20.00 per hour
	Tutoring - Certified	\$30.00 per hour
Campus	Fine Arts Clinician	Tier 1- \$100.00 per hour
	Fine Arts Technician	Tier 1- \$25.00 per hour
	Fine Arts Semi Driver	\$25.00 per hour
	Fine Arts Mentor Teacher	\$50.00 per hour
	Evening Academy Professional (Certified)	\$30.00 per hour
	Evening Academy Paraprofessional	Blended rate
Special Populations	Educational Diagnostician	NTE \$85.00 per hour
	Homebound Teacher	NTE \$35 per hour
	School Psychologist	NTE \$85.00 per hour
	Speech Language Pathologist	NTE \$70.00 per hour
ATHLETICS		
All sports game workers	Announcer and Track System Monitor	\$25.00 per hour
	Books, Clock, Score Keeper/Spotter, Chains, Press Box Coordinator, and Stadium Supervisor	
	Game Day/Gym Manager (Professional)	\$25.00 per hour
	Ticket Taker, Monitor, Line Judge, and Cleanup Crew	\$15.00 per hour
CHILD CARE		
Substitutes	Hourly Substitute	\$15.00 per hour
CHILD NUTRITION		
Substitutes	Hourly Substitute	\$15.00 per hour
SAFETY		
Campus AM/PM	Crossing Guard	\$15.00 per hour
TEMPORARY REPLACEMENTS		
Campus Professional	Elementary Counselor	Mid point of AP2 (192)
	Middle School Counselor	Mid point of AP2 (217)
	High School Counselor	Mid point of AP2 (217)
	Elementary School Principal - retiree (AP5)	Mid point of AP5 (217)
	Elementary School Asst Principal - retiree (AP3)	Mid point of AP3 (203)
	Middle School Principal - retiree (AP5)	Mid point of AP5 (226)
	Middle School Asst Principal - retiree (AP4)	Mid point of AP4 (217)
	High School Principal - retiree (AP7)	Mid point of AP7 (226)
	High School Asst Principal - retiree (AP4)	Mid point of AP4 (226)
Unforeseen Circumstances (Approved by Superintendent)	TBD	

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# Board Agenda Item

Little Elm Independent School District  
400 Lobo Lane  
Little Elm, Texas 75068

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Board Mtg. Date <b>06-24-2024</b>	<b>Reports of the Superintendent</b> <input type="checkbox"/>	<b>Action Item</b> <input type="checkbox"/>	<b>Consent Agenda</b> <input checked="" type="checkbox"/>	<b>Reports, Routine Monthly</b> <input type="checkbox"/>	<b>Other</b> <input type="checkbox"/>
<b>Subject:</b>	<b>UPDATE POLICIES</b> BBE (LOCAL), BDAA (LOCAL), BE (LOCAL), BJCD (LOCAL) AND FNF (LOCAL)				
<b>Presenter or Contact Person:</b>	Michael Lamb, LEISD Superintendent				
<b>Policy/Code:</b>	BBE (LOCAL), BDAA (LOCAL), BE (LOCAL), BJCD (LOCAL) AND FNF (LOCAL)				
<b>Strategic Plan Goal:</b>	N/A				
<b>Summary:</b>	Updating Local Policies with current practices and procedures. Proposed changes are bringing these Local Policies in line with TASB recommended standard language.				
<b>Financial Implications:</b>	None				
<b>Attachments:</b>	Proposed revised BBE (LOCAL), BDAA (LOCAL), BE (LOCAL), BJCD (LOCAL) AND FNF (LOCAL)				
<b>Recommendation:</b>	<b>Final review. The Administration recommends updates to policies BBE (LOCAL), BDAA (LOCAL), BE (LOCAL), BJCD (LOCAL) AND FNF (LOCAL) at this time.</b>				
<b>Motion:</b>	<b>I move that the Board approve the updated policies BBE (LOCAL), BDAA (LOCAL), BE (LOCAL), BJCD (LOCAL) AND FNF (LOCAL) as submitted.</b>				

## PROPOSED REVISIONS

### See page 2

<b>Board Authority</b>	The Board has final authority to determine and interpret the policies that govern the schools and, subject to the mandates and limits imposed by state and federal authorities, has complete and full control of the District. Board action shall be taken only in meetings that comply with the Open Meetings Act. [See BE(LEGAL)]
<b>Transacting Business</b>	When a proposal is presented to the Board, the Board shall hold a discussion and reach a decision. Although there may be dissenting votes, which are a matter of public record, each Board decision shall be an action by the whole Board binding upon each member.
<b>Individual Authority for Committing the Board</b>	Board members as individuals shall not exercise authority over the District, its property, or its employees. Except for appropriate duties and functions of the Board President, an individual member may act on behalf of the Board only with the express authorization of the Board. Without such authorization, no individual member may commit the Board on any issue. [See BDAA]
<b>Individual Access to Information</b>	An individual Board member, acting in his or her official capacity, shall have the right to seek information pertaining to District fiscal affairs, business transactions, governance, and personnel matters, including information that properly may be withheld from members of the public in accordance with the Public Information Chapter of the Government Code. [See GBA]
Limitations	<p>If a Board member is not acting in his or her official capacity, the Board member has no greater right to District records than a member of the public.</p> <p>An individual Board member shall not have access to confidential student records unless the member is acting in his or her official capacity and has a legitimate educational interest in the records in accordance with policy FL.</p> <p>A Board member who is denied access to a record under this provision may ask the Board to determine whether the record should be provided or may file a request under the Public Information Act. [See GBAA]</p>
Requests for Records	An individual Board member shall seek access to records or request copies of records from the Superintendent or other designated custodian of records, who shall respond within the time frames required by law. When a custodian of records other than the Superintendent provides access to records or copies of records to an individual Board member, the provider shall inform the Superintendent of the records provided.



BOARD MEMBERS  
AUTHORITY

BBE  
(LOCAL)

In accordance with law, the District shall track and report any requests under this provision, including the cost of responding to one or more requests by any individual Board member for 200 or more pages of material in a 90-day period.

Requests for  
Reports

No individual Board member shall direct or require District employees to prepare reports derived from an analysis of information in existing District records or to create a new record compiled from information in existing District records. Directives to the Superintendent or other custodian of records regarding the preparation of reports shall be by Board action.

Confidentiality

At the time a Board member is provided access to records or reports that are confidential or otherwise not subject to public disclosure [see GBA], the Superintendent or other District employee shall advise the Board member of the responsibility to comply with confidentiality requirements and the District's information security controls.

Referring  
Complaints

If employees, parents, students, or other members of the public bring concerns or complaints to an individual Board member, he or she shall refer them to the Superintendent or another appropriate administrator, who shall proceed according to the applicable complaint policy. [See (LOCAL) policies at DGBA, FNG, and GF]

When the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy, the Board member may request that the issue be placed on the agenda.

**Media Inquiries**

~~A Board member who is contacted by members of the media shall refer them to the Superintendent or Board President, as appropriate.~~

~~On issues before the Board, the Board President or designee shall be the official spokesperson for the Board to the media. [See BDAA]~~

~~Press releases on behalf of the Board shall be approved by the Board prior to the release unless an emergency or public necessity exists.~~

Visits to District  
Facilities

A Board member shall adhere to any posted requirements for visitors to first report to the main office of a District facility, including a school campus. Visits during the school or business day shall not be permitted if their duration or frequency interferes with the delivery of instruction or District operations. [See also GKC]

OFFICERS AND OFFICIALS  
DUTIES AND REQUIREMENTS OF BOARD OFFICERS

BDAA  
(LOCAL)

**PROPOSED REVISIONS**

**Board Officers**

The Board shall elect a President, a Vice President, and a Secretary who shall be members of the Board. The Board may assign a District employee to provide clerical assistance to the Board. Officers shall be elected by majority vote of the members present and voting.

**Election**

~~The Board shall hold an annual reorganization meeting in June of each year. At that time, the Board shall elect officers for the coming year. Officers shall be chosen based upon leadership qualities that the Board deems best suited for leading a high performing reform Board.~~

**Vacancy**

A vacancy among officers of the Board, other than the President, shall be filled by majority action of the Board.

**Term and Duties**

Board officers shall serve for a term of ~~one~~ **two** years or until a successor is elected. Officers may succeed themselves in office for a maximum of two consecutive terms. Each officer shall perform any legal duties of the office and other duties as required by action of the Board.

**President**

In addition to the duties required by law, the President of the Board shall:

1. Preside at all Board meetings unless unable to attend.
2. Have the right to discuss, make motions and resolutions, and vote on all matters coming before the Board.
- ~~3. Be the official spokesperson for the Board to the media on issues before the Board, unless designated to another Board member. [See BBE(LOCAL)]~~

**Vice President**

The Vice President of the Board shall:

1. Act in the capacity and perform the duties of the President of the Board in the event of the absence or incapacity of the President.
2. Automatically become President of the Board if a vacancy in that office occurs.

**Secretary**

The Secretary of the Board shall:

1. Ensure that an accurate record is kept of the proceedings of each Board meeting.
2. Ensure that notices of Board meetings are posted and sent as required by law.
3. In the absence of the President and Vice President, call the meeting to order and act as presiding officer.

OFFICERS AND OFFICIALS  
DUTIES AND REQUIREMENTS OF BOARD OFFICERS

BDAA  
(LOCAL)

4. Sign or countersign documents as directed by action of the Board.

## PROPOSED REVISIONS

### Regular Meetings

Meeting Place

**The notice for a Board meeting shall reflect the date, time, and location of the meeting.**

~~Unless otherwise provided in the notice for a meeting, Board meetings shall be held at the Zellars Center for Learning and Leadership.~~

Meeting Time

Regular meetings of the Board shall be held on the third Monday of each month at ~~6:30 p.m.~~ **6:00 p.m.** When determined necessary and for the convenience of Board members, the Board President may change the date ~~or~~, time, **or location** of a regular meeting **with proper notice**. ~~The notice for that meeting shall reflect the changed date or time.~~

~~Changes to regularly scheduled meetings due to holidays or special events may be proposed by the Board President and approved by the Board.~~

### Special or Emergency Meetings

~~The time and place of special and emergency meetings shall be as set out in the notice for the meeting.~~

The Board President shall call special meetings at the Board President's discretion or on request by two members of the Board.

~~The Board President shall schedule a special meeting to be held in August to conduct a summative evaluation with the Superintendent. No other items shall be on the agenda. [See BJCD(LOCAL)]~~

The Board President shall call an emergency meeting when it is determined by the Board President or two members of the Board that an emergency or urgent public necessity, as defined by law, warrants the meeting.

### Agenda

Deadline

The deadline for submitting items for inclusion on the agenda is noon of the eighth calendar day prior to the regular meeting **and the third calendar day before special meetings**.

Preparation

In consultation with the Board President, the Superintendent shall prepare the agenda for all Board meetings. **Any Board member may request that a subject be included on the agenda for a meeting, and the Superintendent shall include on the preliminary agenda of the meeting all topics that have been timely submitted by a Board member.** ~~Items may be placed on the agenda by the Superintendent, the Board President, any Board member with approval of the Board President, or by request of any two Board members.~~

**Before the official agenda is finalized for any meeting, the Superintendent shall consult the Board President to ensure that**

the agenda and the topics included meet with the Board President's approval. In reviewing the preliminary agenda, the Board President shall ensure that any topics the Board or individual Board members have requested to be addressed are either on that agenda or scheduled for deliberation at an appropriate time in the near future. The Board President shall not have authority to remove from the agenda a subject requested by a Board member without that Board member's specific authorization.

~~After the Superintendent prepares a draft of the agenda, the agenda and supporting documents shall be sent to the Board the Wednesday before the regular meeting. The Superintendent's office shall receive any changes from the Board by noon the Friday before the regular meeting.~~

~~At the meeting, the order in which posted agenda items are taken may be changed by consensus of Board members.~~

**Management  
Oversight  
Workshops**

~~The Board shall schedule management oversight workshops to review the overall integrity of each major management system at least every three years with some areas covered every year. During the scheduled management oversight workshops, the Board shall receive system performance reports and shall identify any other reports required. [See BAA(LOCAL)]~~

~~It shall be the intention of the Board that all workshops meet the highest standard of public service.~~

~~The Board shall submit information requests or related questions to the Superintendent in a time frame specified by the administration prior to the scheduled workshop. The Board shall receive final workshop documents including, but not limited to, data summaries and analyses for all major systems preferably ten days, but not less than one week, prior to the scheduled workshop.~~

**Board Retreats**

~~The Board retreats shall be held in order to review:~~

- ~~1. The system's integrity and performance of major management systems for the purpose of exercising effective management oversight;~~
- ~~2. The implementation or evaluation of major policies for the purpose of exercising policy oversight;~~
- ~~3. Major reform options;~~
- ~~4. Major changes in District or school operations;~~
- ~~5. Major changes in state or federal policy; or~~

BOARD MEETINGS

BE  
(LOCAL)

	<del>6.—Any other major issue facing the District.</del>
<b>Compliance with Law</b>	<del>The Board, in carrying out its management oversight responsibilities, shall follow all applicable laws, including but not limited to, notice to members, Open Meetings Act requirements, minutes, and external audits.</del>
<b>Evaluation Sessions</b>	<del>The Board shall hold quarterly evaluation sessions to discuss action plans for the Board and the Superintendent, to track progress, and to update goals.</del>
<i>Quarterly</i>	
<i>Annual</i>	<del>The Board shall hold an annual evaluation meeting in August of each year. The purpose of the evaluation meeting shall be to conduct an annual review of Board and District performance and establish annual goals, as well as establish the mission and vision. The focus shall be on the success of the Board and the District in raising student academic achievement on predetermined indicators of success.</del>
	<del>The results of both the evaluation and consequent annual goals shall be communicated to the public.</del>
	<del>The Board shall establish its annual calendar at this meeting. [See BQ]</del>
<b>Notice to Members</b>	Members of the Board shall be given notice of regular <del>meetings,</del> and special meetings, <del>and workshops</del> at least 72 hours prior to the scheduled time of the meeting and at least one hour prior to the time of an emergency meeting.
<b>Closed Meeting</b>	Notice of all meetings shall provide for the possibility of a closed meeting during an open meeting, <del>as provided by law. [See BEC]</del> in accordance with law.
	The Board may conduct a closed meeting when the agenda subject is one that may properly be discussed in closed meeting. [See BEC]
<b>Order of Business</b>	The order of business for regular Board meetings shall be as set out in the agenda accompanying the notice of the meeting. At the meeting, the order in which posted agenda items are taken may be changed by consensus of Board members. <del>[See BE(EXHIBIT)]</del>
<b>Rules of Order</b>	<b>The Board shall observe the parliamentary procedures as found in <i>Robert's Rules of Order, Newly Revised</i>, except as otherwise provided in Board procedural rules or by law. Procedural rules may be suspended at any Board meeting by majority vote of the members present.</b>
	<del>The Board shall observe the parliamentary procedures as a guideline, except as otherwise provided in Board procedural rules or by</del>

BOARD MEETINGS

BE  
(LOCAL)

Conduct of Meeting

~~law. Procedural rules may be suspended at any Board meeting or workshop by majority vote of the members present.~~

~~There shall be no limit to the number of times a member can speak to a question, and motions to close or limit discussion shall not generally be entertained. The presiding officer shall recognize any member who wishes to speak on a subject. Members shall not be allowed to speak a second time until every member who wishes to participate has spoken once. Each member shall be allowed three minutes to ask questions or comment before he or she must yield the floor. A Board member may yield his or her time to another Board member.~~

~~The Board President may speak during the discussion, make motions, and vote on motions.~~

~~Guidelines for Board member protocol shall be as follows. Board members shall:~~

- ~~1. Attend all regularly scheduled Board meetings insofar as possible and become informed concerning the issues to be considered at those meetings.~~
- ~~2. Recognize that policy decisions should only be made after full discussion at publicly held Board meetings.~~
- ~~3. Render all decisions based on the available facts and independent judgment and refuse to surrender that judgment to individual or special interest groups.~~
- ~~4. Work with other Board members to establish effective Board policies and to delegate authority to the Superintendent for the administration of the schools.~~
- ~~5. Communicate to other Board members and the Superintendent expressions of public reaction to Board policies and school programs.~~
- ~~6. Support the employment of those persons best qualified to serve as school staff and insist on a regular and impartial evaluation of all staff.~~
- ~~7. Avoid being placed in a position of conflict of interest and refrain from using the Board position for personal or partisan gain. [See BBFA]~~
- ~~8. Remember always that the first and greatest concern must be the welfare of the students attending District schools and increasing student achievement.~~

Voting

## BOARD MEETINGS

BE  
(LOCAL)

Voting shall be by voice vote or show of hands, as directed by the Board President. Any member may abstain from voting, and a member's vote or failure to vote shall be recorded upon that member's request. [See BDAA(LOCAL) for the Board President's voting rights.]

### Consent Agenda

When the agenda is prepared, the Board President shall determine items, if any, that qualify to be placed on the consent agenda. A consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.

### Minutes

**Board action shall be carefully recorded by the Board Secretary or clerk; when approved, 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 Board President and the Board Secretary.**

~~Board action shall be carefully recorded by the appointed designee; when approved, these minutes shall serve as the legal record of official Board actions.~~

~~All readings, materials, and minutes shall be preserved according to the standards of professional records management and applicable law.~~

~~The written minutes of all meetings and workshops shall be approved by vote of the Board and signed by the Board President and the Secretary of the Board.~~

The official minutes of the Board shall be retained on file in the office of the Superintendent and shall be available for examination during regular office hours.

### Discussions and Limitation

Discussions shall be addressed to the Board President and then the entire membership. Discussion shall be directed solely to the business currently under deliberation, and the Board President shall halt discussion that does not apply to the business before the Board, ~~including during closed meetings.~~

The Board President shall also halt discussion if the Board has agreed to a time limitation for discussion of an item and that time limit has expired. Aside from these limitations, the Board President shall not interfere with debate so long as members wish to address themselves to an item under consideration.



### PROPOSED REVISIONS

~~A special meeting shall be held in August to conduct a summative evaluation with the Superintendent. [See BE(LOCAL)]~~

~~An annual performance report, compiled by the Superintendent from the oversight review reports, shall be used in the Superintendent's annual evaluation. [See BAA(LOCAL)]~~

#### Written Evaluation

The Board shall prepare a written evaluation of the Superintendent at annual or more frequent intervals.

The Board shall furnish the Superintendent with a copy of the completed evaluation and shall discuss its conclusions with the Superintendent in a closed meeting, unless the Superintendent requests that the discussion be open.

#### Informal Evaluation

The Board may at any time conduct and communicate oral evaluations to augment its written evaluations.

STUDENT RIGHTS AND RESPONSIBILITIES  
INVESTIGATIONS AND SEARCHES

FNF  
(LOCAL)

**PROPOSED REVISIONS**

**Questioning  
Students**

District officials may question a student regarding the student's own conduct or the conduct of other students. In the context of school discipline, students may not refuse to answer questions based on a right not to incriminate themselves.

For provisions pertaining to student questioning by law enforcement officials or other state or local governmental authorities, see GRA(LOCAL).

**District Property**

Desks, lockers, District-provided technology, and similar items are the property of the District and are provided for student use as a matter of convenience. District property is subject to search or inspection at any time without notice. Students have no expectation of privacy in District property. Students shall be fully responsible for the security and contents of District property assigned to them. No student shall place or keep in a desk, locker, District-provided technology, or similar item any article or material prohibited by law, District policy, or the Student Code of Conduct. Students shall be responsible for any prohibited item found in District property provided to the student.

**Searches in General**

District officials may conduct searches of students, their belongings, and their vehicles in accordance with state and federal law and District policy. Searches of students shall be conducted in a reasonable and nondiscriminatory manner.

District officials may initiate a search in accordance with law, including, for example, based on reasonable suspicion, voluntary consent, or pursuant to District policy providing for suspicionless security procedures, including the use of metal detectors.

In accordance with the Student Code of Conduct, students are responsible for prohibited items found in their possession, including items in their personal belongings or in vehicles parked on District property.

**Reasonable-  
Suspicion Searches**

Searches should be reasonable at their inception and in scope. If there is reasonable suspicion to believe that searching a student's person, belongings, or vehicle will reveal evidence of a violation of the Student Code of Conduct, a District official may conduct a search in accordance with law and District regulations.

**Suspicionless  
Searches**

For purposes of this policy, a suspicionless search is a search carried out based on lawful security procedures, such as metal detector searches.

*Metal Detector  
Searches*

In order to maintain a safe and disciplined learning environment, the District reserves the right to subject students to metal detector

STUDENT RIGHTS AND RESPONSIBILITIES  
INVESTIGATIONS AND SEARCHES

FNF  
(LOCAL)

searches when entering a District campus and at off-campus, school-sponsored activities.

**Use of Trained Dogs**

The District reserves the right to use trained dogs to conduct screening for concealed prohibited items. Such procedures shall be unannounced. The dogs shall not be used with students; however, students may be asked to leave personal belongings in an area that will be screened. If a dog alerts to an item or an area, it may be searched by District officials.

**Random Drug-  
Testing Program**

**The District may randomly drug-test any student in grades 7-12 who chooses to participate in school-sponsored extracurricular activities, or parks a vehicle on campus.**

**The Superintendent shall develop regulations for the implementation of the District's random student drug-testing program that address the following:**

- 1. Covered activities and purpose of the program;**
- 2. Written consent and confidentiality of results;**
- 3. Testing procedures and collection process; and**
- 4. Applicable consequences.**

**Appeal**

**A student or parent may appeal a decision made under the random drug-testing program in accordance with FNF(LOCAL). The student shall be ineligible for participation in school-sponsored extracurricular activities, or parks a vehicle on campus while the appeal is pending.**

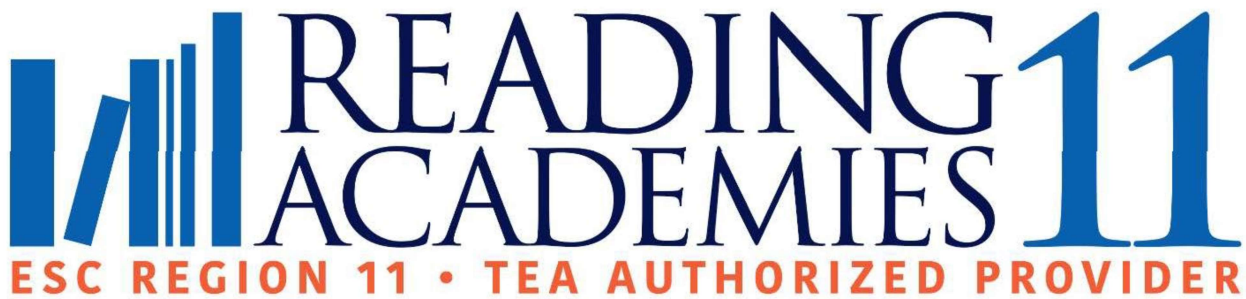
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# Board Agenda Item

Little Elm Independent School District  
400 Lobo Lane  
Little Elm, Texas 75068

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Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
06-24-24	<input type="checkbox"/>	<input type="checkbox"/>	Agenda <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	READING ACADEMY ESC REGION 11 MOU				
<b>Presenter or Contact Person:</b>	Dr. Penny Tramel, Assistant Superintendent for Curriculum and Learning Services				
<b>Policy/Code:</b>	N/A				
<b>Strategic Plan Goal(s):</b>	We will engage each student in learning experiences that increase student growth and achievement. We will engage each employee in meaningful learning experiences that support student success.				
<b>Summary:</b>	HB3 requires that each classroom teacher initially employed to teach kindergarten, first, second, or third grade and each principal at a campus with kindergarten, first, second, or third grade must attend a reading academy by the end of their first year of placement in that grade level or campus. [TEC, §28.0062(2)(B)].				
<b>Financial Implications:</b>	The District pays per participant \$3,000 for the Comprehensive Reading Academy.				
<b>Attachments:</b>	ESC Region 11 Reading Academies MOU				
<b>Recommendation:</b>	I recommend that the Board approve the ESC Region 11 Reading Academies MOU as submitted.				
<b>Motion:</b>	I move the Board approve the ESC Region 11 Reading Academies MOU as submitted.				



## MEMORANDUM OF UNDERSTANDING

### Reading Academies Comprehensive Cohort(s)

#### RECITALS

THIS INTERLOCAL AGREEMENT (hereinafter referred to as “Agreement”) is made and entered into by and between the Little Elm ISD, (hereinafter referred to as “The District” and Education Service Center Region 11, (hereinafter referred to as “ESC Region 11”),

WHEREAS, the Texas Government Code, Chapter 791, the “Interlocal Cooperation Act,” authorizes local government entities to enter into interlocal contracts for governmental purposes; and

WHEREAS, to accomplish the outcome of every Kindergarten through Third Grade teacher and principal receiving Reading Academy training, TEA has published guidance in the form of letters to school districts and FAQ guidance to Education Service Centers; and

WHEREAS, the most recent guidance to Education Service Center regarding their provision of Reading Academies to school districts and is incorporated for all purposes into this MOU as if reproduced in its entirety; and

WHEREAS, TEA states that school districts have the following three options relating to ensuring their teachers obtain Reading Academies training:

1. **Use an Authorized Provider** for Comprehensive training for teachers.
  - District pays per participant (\$3,000 for Comprehensive).
2. **Apply to be an approved Authorized Provider** and provide the training to participants.
  - As an Authorized Provider, the district would assume all costs for the training.
3. **Sign an MOU with an Authorized Provider, then employ staff to act as Cohort Leaders and provide Comprehensive training locally to teachers.**
  - District pays a flat fee to the Authorized Provider (\$12,000 per Cohort Leader for Comprehensive).

WHEREAS, ESC Region 11, as an Authorized Provider, desires to comply with the guidance set forth by TEA by entering into this MOU with school districts that opt to provide Reading Academy training for their teachers through Options 1 and 3 above.

NOW, THEREFORE, in consideration of the mutual promises and subject to the terms and conditions set forth herein, the Parties hereto agree as follows:

**I. Designation by District of Reading Academies Services to be Provided by ESC Region 11:**

The District opts for ESC Region 11 to provide Reading Academies training to the District as follows:

**Use ESC Region 11 as an Authorized Provider, and ESC Region 11 will employ staff to act as Cohort Leaders and provide the Comprehensive training to participants.**

**II. Responsibilities of the Parties**

a. For ESC Region 11:

- 1) Ensure all Cohort Leaders meet the screening requirements determined by TEA.
- 2) Hire Cohort Leaders and assume responsibility for providing salary and benefits.
- 3) Ensure all Cohort Leaders attend the Cohort Leader training provided by TEA.
- 4) Ensure all Cohort Leaders abide by the established participant limitations for each cohort.
- 5) Support synchronous training and coaching sessions as determined by the TEA Comprehensive Model.
- 6) Review submitted assignments and provide individual scoring and feedback.
- 7) Coordinate training dates, locations, and additional logistics with the district.
- 8) Communicate monthly progress towards participant course completion.
- 9) Create a training calendar for the district that participants will be required to follow.
- 10) Provide one scheduled make-up session for each training day per TEA guidelines.

b. For the District:

- 1) Assign one or more individuals to support the coordination and implementation of Reading Academies.
- 2) Structure the district professional development calendar to support the implementation of Reading Academies.
- 3) Support ESC Region 11 in tracking and supporting teacher completion of Reading Academies requirements, including attendance at all face-to-face sessions and coaching visits.
- 4) Communicate to Reading Academies participants the expectation that they attend all face-to-face sessions or the scheduled make-up session. Participants who miss a session and the corresponding make-up session will receive an incomplete for the course.
- 5) Communicate to Reading Academies participants that they must give their cohort leader at least a 24-hour notice if a coaching visit needs to be rescheduled.

- 6) Ensure participants are willing and able to complete the entirety of the Reading Academies content within the course time period, unless one of the following exceptions arise: Resignation, Retirement, Termination, Reassignment outside of a K-3 classroom, FMLA, or another extreme circumstance deemed appropriate by TEA.

### III. Term of Agreement

This Agreement shall be effective on 06/03/24, and terminate, except as provided herein, on 05/30/25, unless sooner terminated upon 30 days prior written notice by either party or upon completion of all training by ESC Region 11 of the District's personnel (the "Term"). Upon termination hereof, each party agrees to cooperate with the other to fulfill any action required by TEA in its regulation of Reading Academies. No monies will be refunded after a participant is enrolled in the course.

### IV. Fees

District pays a \$3000 fee per participant, with a total of 4 participants for a total cost of \$12,000.00.

### V. Invoicing Schedule

This Memorandum of Understanding (MOU) shall be invoiced in two separate installments in accordance with the fiscal year of ESC Region 11, which runs from September 1 – August 31.

1. \$3,000.00 will be invoiced in July 2024, covering the months of June – August 2024.
2. \$9,000.00 will be invoiced after September 1, 2024, covering the months of September 2024 – May 2025.

### VI. Additional Terms and Conditions

1. **Safety Protocols:** Both parties agree to adhere to the minimum safety and health standards as defined by local, state, and federal government. In the event that COVID-19 social distancing (or other restrictions imposed to address health concerns) impacts the ability to deliver a face-to-face professional development/training event, ESC Region 11 reserves the right to modify the event for virtual delivery.
2. **Assignments.** Neither Party may assign this Agreement without the prior written consent of the other.
3. **Entire Agreement.** This Agreement contains all of the agreement between the Parties with respect to the matters contained herein and no prior agreement or understanding pertaining to any such matters shall be effective for any purpose.
4. **Independent Contractor Status.** Each party and its people are independent contractors in relation to the other party with respect to all matters arising under this Agreement. Nothing herein shall be deemed to establish a partnership, joint venture, association, or employment relationship between the parties.

5. **Third Party Beneficiaries.** Nothing in this Agreement creates or will be deemed to create, third-party beneficiaries of or under this Agreement.
6. **Governing Law.** This Agreement shall be governed, construed, and enforced according to the laws of the State of Texas, without giving effect to principles of conflicts of laws, and the Parties agree to resolve any dispute in the state and federal courts having jurisdiction in Tarrant County, Texas.
7. **Sovereign Immunity.** Nothing in this Agreement shall be deemed to waive the sovereign immunity of ESC Region 11, of the staff and employees of ESC Region 11, or of the District.
8. **Dispute Resolution.** The Executive Director of ESC Region 11 or his/her designee and the authorized agent of the District shall resolve disputes that develop under this Agreement.
9. **Amendments.** This Agreement may not be amended, modified, or changed, nor shall any waiver of any provision hereof be effective, except by an instrument in writing and signed by each of the Parties.

Note: House Bill 462 (HB462, 83rd Regular Session, Tex. 2013) prohibits the adoption and/or use of the Common Standards at the state, regional, and local levels. The Contractor agrees 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 contractor acknowledges and agrees 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.

IN WITNESS WHEREOF, for adequate consideration and intending to be legally bound, the Parties hereto have caused this AGREEMENT to be executed by their duly authorized representatives.

**The individuals signing below are authorized to do so by the respective Parties to this Agreement.**

**FOR AND ON BEHALF OF THE DISTRICT      FOR AND ON BEHALF OF ESC REGION 11**

By: \_\_\_\_\_  
**Superintendent Signature**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Date**

**Amanda Ball**

**District Contact Person**

**Director of Professional Learning**

**Title of Contact**

By: \_\_\_\_\_  
**Authorized Signature**

**Executive Director, ESC Region 11**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Date**

**Shelly Shaw**

**ESC Region 11 Contact Person**

**Coordinator IS, Reading Academies 11**

**Title of Contact**



400 Lobo Lane

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Street Address

Little Elm, TX 75068

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City, State

Zip

972.947.9340 x10604

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Contact Phone Number

1451 S. Cherry Lane

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Street Address

White Settlement, TX 76108

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City, State

Zip

817.740.7560

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Contact Phone Number

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# Board Agenda Item

Little Elm Independent School District  
400 Lobo Lane  
Little Elm, Texas 75068

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Board Mtg. Date: <b>6-24-24</b>	<b>Reports of the Superintendent</b> <input type="checkbox"/>	<b>Action Item</b> <input type="checkbox"/>	<b>Consent Agenda</b> <input checked="" type="checkbox"/>	<b>Reports, Routine Monthly</b> <input type="checkbox"/>	<b>Other</b> <input type="checkbox"/>
<b>Subject:</b>	<b>NORTH CENTRAL TEXAS COLLEGE AND LITTLE ELM ISD MEMORANDUM OF UNDERSTANDING</b>				
<b>Presenter or Contact Person:</b>	Dr. Penny Tramel, Assistant Superintendent for Curriculum and Learning				
<b>Policy/Code:</b>	TAC§ 4.85, EEL (LEGAL), TEC§ 29.184				
<b>Strategic Plan Goal:</b>	<p>We will engage each student in learning experiences that increase student growth and achievement.</p> <p>We will provide a guaranteed and viable curriculum that ensures all students have equal learning opportunities.</p>				
<b>Summary:</b>	<p>The North Central Texas College (NCTC) offers collegiate level courses for simultaneous college and high school credit for eligible students in its college service area. NCTC promotes access to academic and workforce education courses while ensuring that the content of the courses and the expectations for student performance are of a collegiate nature. This memorandum establishes the requirements under which high school students from Little Elm ISD may be allowed to enroll in college-level courses at NCTC and receive college credit and high school credit simultaneously.</p>				
<b>Financial Implications:</b>	N/A				
<b>Attachments:</b>	<a href="#"><u>Memorandum of Understanding between North Central Texas College and Little Elm ISD</u></a>				

**Recommendation:** The Administration recommends approval of the MOU between NCTC and Little Elm ISD for dual credit opportunities for eligible students.

**Motion:** I move the Board approve the MOU between NCTC and Little Elm ISD for dual credit opportunities for eligible students as submitted.

## Dual Credit Partnership Memorandum of Understanding

### Academic Years: 2024-2025, 2025-2026, 2026-2027

### Little Elm Independent School District

This Dual Credit Partnership Agreement between North Central Texas College (NCTC) and the Independent School District (ISD) is designated to allow high school students to earn high school and college credit (workforce or transfer).

This agreement is written in accordance with Texas Administrative Code (TAC) Title 19, Part 1, Chapter 9, Subchapter H pertaining to partnerships between secondary schools and public two-year colleges.

#### **PROGRAM GOALS**

Dual credit partnership goals align with the statewide goals collaboratively developed between Texas Higher Education Coordinating Board (THECB) and Texas Education Agency (TEA). These goals provide guidance to institutions of higher education (IHEs) and independent school districts (ISDs) on components that must be in place to ensure quality dual credit are provided to Texas high school students. College and School agree to post the MOU on their respective websites.

Statewide Goal	Partnership Goal	Strategy
<b>STATEWIDE GOAL 1:</b> <i>ISD's and IHEs will implement purposeful and collaborative outreach efforts to inform all students and parents of the benefits and costs of dual credit, including enrollment policies.</i>	<b>Partnership Goal 1:</b> Documentation summarizing collaboration and outreach efforts of IHE and secondary school partners will be readily available and posted.	Secondary school partners and IHE dual credit webpages reflect the most current dual credit program information including enrollment policies and FAST information. IHE Dual Credit Success Coaches hold Parent/Student information sessions at various times throughout semesters prior to students enrolling in dual credit. IHE provides secondary school partners marketing brochures, posters and pathway information.
<b>STATEWIDE GOAL 2:</b> <i>Dual Credit programs will assist high school students in the successful transition to and acceleration through postsecondary education.</i>	<b>Partnership Goal 2:</b> Enrollment analysis and persistence through postsecondary education coursework gathered and reviewed by both secondary school partners and IHE.	IHE provides enrollment data for secondary school partners based on semester by semester and year by year information for their review and to use in determining coursework moving forward.
<b>STATEWIDE GOAL 3:</b> <i>All dual credit students will receive academic and college readiness advising and will have access to student support services to bridge them successfully into college course completion.</i>	<b>Partnership Goal 3:</b> Secondary school partners provide IHE Dual Credit Success Coaches an area designated for face to face advising and assisting with locations of support services for students.	IHE provides dual credit student visits by Success Coaches to secondary school and access to support services including, but not limited to libraries, electronic library resources, tutorial services, academic accommodations, assessment, admissions, and academic advisement. Email links to all services are provided to students and secondary school advisors as well as posted in the learning management system, Canvas.
<b>STATEWIDE GOAL 4:</b> <i>The quality and rigor of dual credit courses will be sufficient to ensure student success in subsequent courses</i>	<b>Partnership Goal 4:</b> IHE ensures that dual credit courses offered on any campus and taught by embedded or full-time faculty are equivalent in curriculum, materials, instruction, method and rigor.	All faculty teaching dual credit courses are required to meet the same standards, reviews, and approval procedures used by the IHE. Faculty attend professional development opportunities provided by the IHE throughout the year.

#### **1. ELIGIBLE COURSES**

Dual credit courses must be identified as:

- a. College-level academic courses in the current Lower Division Academic Course Guide (ACGM) or as college-level workforce education courses in the current Workforce Education Course Manual (WECM), but limited to those which lead directly to a certificate or degree in a program offered by NCTC

- b. NCTC Core Curriculum and Foreign Language courses
- c. The college and ISD shall collaborate to determine the course offerings for their students.
- d. Each ISD will transfer offerings into a course crosswalk accompanying the Memorandum of Understanding (MOU). Course crosswalks can be revised yearly throughout the term of the MOU.
- e. The college shall approve all courses in the dual credit program before implementation.
- f. Developmental courses are not offered for dual credit

## **2. STUDENT ELIGIBILITY REQUIREMENTS**

- a. A high school student (9<sup>th</sup>-12<sup>th</sup> grades) is eligible to enroll in dual credit courses if the student:
  - i. Demonstrates college readiness by achieving the Texas Success Initiative ("TSI") minimum passing standards as set forth in 19 Texas Administrative Code § 4.57 on relevant assessment instrument section(s) approved by the THECB in 19 Texas Administrative Code § 4.56
  - ii. Demonstrates that the student is exempt under the TSI provisions as set forth in 19 Texas Administrative Code § 4.54.
- b. A high school student is also eligible to enroll in academic and/or Level II workforce dual credit courses if they achieve the minimum score for TSI college readiness in reading, writing, and/or mathematics as set forth in 19 Texas Administrative Code § 4.85 on other approved assessments for dual credit student eligibility requirement.
- c. A high school student is eligible to enroll in workforce education dual credit courses in a postsecondary Level I certificate program, or a program leading to a credential of less than a Level I certificate, at a public junior college or public technical institution and shall not be required to demonstrate college readiness or dual credit enrollment eligibility.
- d. All students enrolled in secondary public (accredited or non-accredited), private, or home school are required to demonstrate college readiness or demonstrate a TSI exemption or submit another approved dual credit eligibility assessment.

*Student eligibility scores (TSIA2/EOC/ACT/SAT) are subject to change throughout the term of the MOU based on Texas law or regulations.*

- e. Students must have a high school minimum grade point average (GPA) equivalent of a "C" or higher to be eligible for academic or CTE dual credit courses.
  - i. To remain eligible for dual credit courses each semester, students must complete each course with minimum grade of "C"
  - ii. Should a student fail to make a "C" or higher in each course attempted, they will not be permitted to register for one long semester. The student will be eligible to reenroll after a break of enrollment for one long semester and after gaining approval through their high school counselor; Summer I and Summer II constitute a long semester.
- f. Student requirements to be eligible in a Dual Credit Fire/EMT program are based on Fire/EMT Advisory Board decisions: general GPA, submissions of recommendation, few discipline or attendance issues. Each ISD selection process will specifically be related to the Advisory Board requirements, but not limited to and posted on the ISD webpage.
  - i. To remain eligible in the Fire/EMT program, students must complete each course with a numeric grade of a 75 or higher.

- ii. Should a student fail to make a 75 or higher in each course the student will be removed from continuing in the program.
  - iii. Should a student receive complaints from partnering Fire Departments, EMT Units or Clinical Sites as described in the FIRE/EMT Handbook they will be administratively removed from continuing in the program. If the student is a FAST recipient the ISD will remain responsible for paying all costs.
- g. Students with prior disciplinary or attendance problems, as defined by The Texas Education Code, Section 25.92 Minimum Attendance for Class Credit, are not eligible to enroll in college classes.
  - h. Students must meet all regular College prerequisite requirements designated for a course

### 3. **ADMISSION REQUIREMENTS**

The ISD shall submit to NCTC all required admission documents in a timely manner to ensure student enrollment.

- a. Application for admissions
- b. Current high school/college transcript
- c. Official test scores or proof of exemption for non CTE courses
- d. Bacterial Meningitis Immunization for face to face classes at NCTC or Dual Credit Fire/EMT Program
- e. Dual Credit Registration Form

### 4. **DUAL CREDIT LOADS**

High School students may enroll in the number of classes appropriate to their needs with an institutional upper limit of 18 hours per long semester, with the understanding that a load of 12 hours per long semester should be considered advanced by most metrics for Dual Credit students. Dual credit programs will assist the ISD students in successful transition to and acceleration through postsecondary education.

### 5. **DUAL CREDIT COURSE LOCATIONS**

- a. Dual-credit classes may be taught on the ISD campus, online, NCTC campus, or another mutually agreed upon location..
- b. It is the ISD or student's responsibility to provide transportation to the location where classes are being held.
- c. NCTC classes at the high school that contain a "lab" component will have the same equipment, specifications and consumables provided as the college would. Before a lab course can be offered at the high school, the designated NCTC Division Chair or Dean will evaluate the proposed "lab" location to ensure it meets the college minimum standards. The high school will be responsible for maintaining the upkeep and storing consumables and non-consumables related to the "lab" course.
- d. High school classrooms where NCTC faculty are sent in to teach dual credit courses, the ISD will ensure the classrooms are:
  - i. Located in an area promoting a college environment with minimized disruptions
  - ii. Available for the entire allotted instructional class time

- iii. Equipped for college level instruction with computer equipment or docking abilities, projection, and internet access that aligns with the college and State of Texas standards to ensure comparable delivery of instruction as on a college campus.
- e. Security will be provided for students and college staff by the ISD when classes are held at a high school campus.
- f. Any ISD location where dual credit courses are held, the district will appoint a designated liaison who will act as a contact in regards to facilitate support for faculty, supplies and general communication with students.

## **6. STUDENT COURSE COMPOSITION**

- a. Dual credit courses at the ISD may include only dual credit students or both dual and college credit students if taught on NCTC campus or online.
- b. All dual credit courses must have a minimum enrollment of 20 students for a 48-hour, 3 credit hours course regardless of having an embedded instructor or not. Workforce CTE courses may have exceptions to the minimum number of students as they are limited by space and teacher-to-student ratio for safety.
- c. Any ISD location where dual credit courses are held, the district will appoint a designated liaison who will act as a contact in regards to facilitate support for faculty, supplies and general communication with students.

## **7. FACULTY SELECTION, SUPERVISION AND EVALUATION**

- a. Potential instructors shall submit employment applications and official transcripts to NCTC Human Resources prior to employment.
- b. All faculty must be interviewed by NCTC personnel before consideration is given to allow them to teach dual credit.
- c. It is the policy and practice at NCTC to ensure that all faculty possess the appropriate academic preparation, training, and experience to teach in a community college setting. All faculty at NCTC will meet or exceed the minimum credentialing requirements of accrediting bodies and state agencies. This policy applies to all full-time and adjunct faculty on all campuses and in all learning environments (e.g. on-line, face-to-face, off-campus, etc.). A district may want to contact NCTC for clarification on qualifications prior to making offers to ISD faculty members to determine if the individual meets SACS credentialing standards. If questions arise in areas of credentialing, the Dual Credit Department or Division Administration can be contacted for clarification.
- d. Embedded faculty members employed on a full-time basis with the ISD, who teach a dual credit course under the MOU inside or outside of their ISD regular duty hours are considered employees of NCTC for the purpose of the dual credit course and must adhere to all college instructional and administrative procedures as outlined in the NCTC Employee Handbook or as directed by their NCTC Division Chair.

These include, but are not limited to:

- i. NCTC department approved text or OER
- ii. NCTC approved course syllabi
- iii. Follow NCTC calendar
- iv. Timely submission of certified rosters within NCTC deadlines

- v. Timely submission of midterm and final numeric and letter grades for both 8-week and 16-week courses within NCTC deadlines.
  - vi. Participation in professional development
  - vii. Participation in department meetings
  - viii. Evaluations by NCTC supervisors, including classroom visitation in the same manner as other regular NCTC faculty.
  - ix. Use the college learning management system Canvas
- e. The College may remove and/or replace any Instructor who fails to meet the College procedures and requirements.
- f. As employees of NCTC, such faculty will be paid directly from NCTC for services rendered under the MOU in accordance with NCTC adjunct faculty compensation plan and are subject to the same agreements and obligations as all other NCTC faculty members. Embedded high school adjunct instructors will receive a pro-rated salary for sections below the required 20 students.

## **8. COURSE CURRICULUM, INSTRUCTION AND GRADING**

A dual credit course and the corresponding course offered at an NCTC campus are equivalent with respect to the curriculum, materials, instruction and rigor.

## **9. ACADEMIC AND STUDENT SUPPORT SERVICES**

### **Advising**

- a. The College shall provide dual credit students with access to services and facilities that college students have on the College's campuses.
- b. The ISD and the College shall establish common advising strategies and terminology related to dual credit and college readiness, provide for endorsements described by Texas Education Code § 28.025(c-1), and identify tools to assist school counselors, students, and families in selecting endorsements offered by the College.

ADVISORS: ISD Designated Counselor or College and Career Specialist  
NCTC Dual Credit Success Coach

- c. The College shall require a student enrolled in a dual credit course to file a degree plan with the college no later than the second regular semester's end or term immediately following the semester or term in which the student earned a 15 or more cumulative semester credit hours total for dual credit courses successfully completed by the student.

### **Career Services**

The college center for student career services is dedicated to helping students explore college majors and associated careers, research employers, and prepare for interviews.

### **Learning Tools**

- a. Each campus provides a learning center to extend learning beyond the classroom. Those include libraries, study aids, tutoring and testing centers.
- b. Dual credit students are eligible to utilize the same comparable academic and instructional support services that are afforded college students such as counseling, advising, disability services and library resources, which can be accessed online or in person on an NCTC campus.
- c. Students will have access to internet and library through the ISD and on all college campus locations.



## **10. DISABILITY SERVICES**

- a. NCTC is dedicated to providing the least restrictive environment for all students and promotes equity in academic access by providing reasonable accommodations as required by the Rehabilitation Act of 1973, Title V 504 and 508, the Americans with Disabilities Act of 1990 and the American with Disabilities Amendment Act.
- b. Student accommodations or services approved and provided by the ISD are not transferable to the college or the college course.
- c. Students with disabilities are encouraged to register with an NCTC campus Office for Students with Disabilities (OSD) as early as possible to help ensure accommodations are in place before the semester start. Students request accommodations for a disability in a College course must contact the College's Disability Services Office each semester to register for or renew accommodations for College courses. Seeking college accommodations is the student's responsibility. If the student does not make a request for accommodation and actively participate in the accommodation discussion as needed, the student will not receive an accommodation.
- d. Instructors must receive an approved accommodation letter via College email before students can use their College-approved accommodation in the Instructor's course.

## **11. STUDENT EXPECTATIONS and RESPONSIBILITIES**

- a. A Dual Credit course is a college course in all respects. The curriculum and teaching methods are the same as used in other college courses.
- b. All NCTC college courses whether face to face or online require the use of the college learning management system Canvas as well as additional programs to complete course requirements. Therefore, students will need technology in order to access the systems. Should the student have a device (computer, tablet or laptop) checked out by the ISD, they will need to ensure the appropriate programs are accessible.
- c. While taking courses through NCTC, the student must adhere to all College policies and regulations contained in the college catalog, student handbook, and course syllabus.
- d. Students will be responsible for completing a Title IX module in the learning management system Canvas.
- e. To prepare for college course assignments, all college students should expect to invest at least as much time out of class as in class reading and studying. All students should schedule more study time when they have an exam or when projects are due.
- f. High school courses may not address the same controversial issues or subject matter as a college course, so Dual Credit students should be prepared to participate in adult/college level class discussions.
- g. The students should not expect to repeat work, receive extra credit or do additional work in order to improve a grade.
- h. High school extra-curricular activities may conflict with Dual Credit courses. Parents and students should seriously discuss priorities before and during enrollment in a dual credit course. Students are responsible for all materials related to the course whether or not they are in class the day the information is given or the assignment is made. Students will need to talk to their instructor about

arrangements for receiving handouts, classroom information, obtaining lecture notes, or turning in work.

- i. Students requesting special accommodations while enrolled in dual credit courses must schedule a meeting with the NCTC Office for Students with Disabilities (OSD) prior to the beginning of the semester they are enrolled in.
- j. Students must maintain a "C" or better in each Academic or CTE course to continue in the dual credit program the following semester. Specialty programs such as Fire/EMT and Cosmetology require a numeric grade of 75 or better in each course, each semester to continue in the program the following semester.

## **12. ATTENDANCE**

- a. Dual credit students are expected to attend class. Students must follow the instructor's attendance policy as outlined in the course syllabus. If students will be out of class for an official school function, the high school must notify the NCTC instructor prior to the absence. Students must also notify the instructor prior to the absence and should be aware that approval of make-up work is at the instructor's discretion.
- b. Generally speaking, colleges do not distinguish between an excused or unexcused absence, an absence is defined as "a student not being in class."
- c. Missing more than one week of class will negatively affect student's grade. NCTC instructors reserve the right to withdraw students from courses for excessive absences. Students should be aware of the instructor's policy as stated in their syllabus.
- d. Students who miss more than one week of class due to high school suspension, assignment to alternative education and/or expulsion may be withdrawn from the college course.
- e. NCTC should be notified if a student is assigned to alternative education or suspension.

## **13. WITHDRAWAL FROM COURSES**

- a. If a student wishes to withdraw from a dual credit course, they must first discuss the matter with their high school counselor. It is the high school's responsibility to place the student in an alternative high school course to ensure necessary credits for high school graduation.
- b. Dual credit students are exempt from Senate Bill 1231 that limits the number of withdrawals of college students to 6 total courses during their undergraduate career.
- c. It is the student's responsibility to submit an official withdrawal form to NCTC if the high school grants permission by the college published deadline each semester.

## **14. TRANSCRIPTION OF CREDIT**

- a. NCTC shall transcribe the respective credit immediately upon a student's completing the required course.
- b. NCTC will communicate letter and numeric midterm and final grades each semester for students to the ISD.

- c. If a student wishes to appeal a grade at the end of a semester, they must follow the NCTC grade appeal/change of grade policy as published in the NCTC Student Handbook deadline.
- d. The local ISD is responsible for maintaining the student's high school transcript.
- e. School districts are responsible for creating a crosswalk of course equivalency for each high school course and its associated college course, including number of credits that may be earned for each course offered as dual credit.
- f. The approved course crosswalk will be published on the high school website each academic year and the college will post a link to each ISD's high school dual credit webpage.

#### 15. Tuition, Fees, Textbooks and Supplies

Dual Credit Financial Aid for Swift Transfers (FAST) Students (does not apply to private or homeschool students):

- a. NCTC will pay tuition for all students identified as educationally/economically disadvantaged by ISD PEIMS code 01, 02 or 99 within 4 years of taking a dual credit course and confirmed by THECB based on TEA data.
- b. ISD's will be responsible for checking the PEIMS 01, 02 or 99 status for FAST students over the 4-year period prior to taking dual credit.
- c. FAST applies to all semester a student is eligible to enroll: Fall, Winter, Spring, May and Summers.
- d. The ISD will be responsible for FAST students' textbooks and supplies, plus any additional fees for specialty programs such as Cosmetology and Fire/EMT.
  - i. Selected textbooks will be purchased and coordinated with the college bookstore.
  - ii. NCTC will share bookstore contact information and the textbook price list with the ISD.
  - iii. Other textbooks along with additional fees will be invoice to the ISD by the NCTC Business Office.
- e. It is possible THECB may locate additional students who were FAST eligible based on TEA data and as a result the ISD will be required to cover costs.
- f. It is possible based on TEA data THECB may deny FAST students the ISD identified as eligible and as a result either the student or ISD will be responsible for all costs.
- g. FAST students are NOT eligible to apply for NCTC Scholarships

Traditional Dual Credit Students:

- a. Any dual credit student not identified as a FAST recipient will pay the following tuition rate based on residency:

Cooke County Residents	\$25 per college credit	One 3 credit course such as HIST 1301 = \$75
Graham Residents	\$35 per college credit	One 3 credit course such as HIST 1301 = \$105
All Other Areas	\$55 per college credit	One 3 credit course such as HIST 1301 = \$165

- b. Students will pay all appropriate fees and purchase instructional support materials unless otherwise agreed upon by the ISD and college. Students will be responsible for textbooks and required course supplies for all courses including specialty programs.

- c. Traditional dual credit students are expected to pay in full or set up a payment plan at the time of registration.
- d. Failing to make payment may result in courses being dropped and reinstatement not guaranteed.
- e. ISD's and students must follow specified dual credit registration and payment procedures. Procedures and deadlines may be different than for non-dual credit students.
- f. Traditional Dual Credit students are eligible to apply for NCTC Scholarships.
- g. Tuition rates are subject to change based on Texas Legislation and NCTC Board of Regents policies.

**Third Party Billing or Scholarships:**

- a. Schools who pay all or a portion of costs for non-FAST students will be required to notify the Dual Credit Department in writing prior to enrolling students for the academic year in order to ensure students are not dropped from classes for nonpayment.
- b. NCTC will invoice an ISD based on the official day of enrollment. Payment by the school is due within 30 days following the receipt of such invoice.
- c. If payment from the ISD is not received within 30 days after the invoice due date, the student will be responsible for paying their unpaid balance and have a hold on their account preventing registration for future terms.
- d. Educational Foundations, Rotaries or Chambers who intend to scholarship a student will need to notify the NCTC Scholarship Department as soon as possible to ensure students are not dropped from enrolled courses.

**16. SCHOOLS HOSTING FIRE/EMT PROGRAM**

- a. ISD and NCTC Fire/EMT Program Director will meet prior to beginning the program to discuss all procedures and requirements for the program.
- b. ISD will provide a classroom for in class teaching and skills necessary for the program.
- c. ISD will provide a locked area near the classroom for storage of all materials and gear students will use during the program. NCTC Fire/EMT Program Director will determine if the area's temperature and space are adequate prior to semester beginning.
- d. Students and parents will be required to attend an information session to ensure they fully understand the requirements to enter the program and the expectations within the program.
- e. Students will be required to follow through with additional program requirements other than the admissions requirements to be eligible to participate in the program.
- f. FAST students are eligible to apply and participate in the program if selected.

**17. CIVIL RIGHTS COMPLIANCE, TITLE IX, COMPLAINTS ABOUT STUDENT CONDUCT AND DISCIPLINE**

- a. The college and ISD have policies and procedures in place to receive, investigate, and promptly resolve student and employee complaints alleging civil rights or Title IX violations. Nothing in the MOU

changes each parties' obligations to have in place and to utilize its own complaint resolution processes for students enrolled at the college or ISD including dual credit enrolled students. The College and the ISD shall each cooperate with any investigations conducted by the other.

- b. If a student enrolled in the dual credit program taught at the College engages in conduct that would result in disciplinary action against a College student, the College shall advise the School prior to the finalizing any disciplinary action against the student. However, the College may remove a student from the course or from the premises if the student engages in conduct that is disruptive, dangerous, or threatening to others, without prior communication with the School.

#### **18. FERPA COMPLIANCE AND DATA SHARING**

- a. If a student is enrolled in a dual credit program, NCTC and the ISD may disclose an education record regarding the student as allowed by United States Code, 34 CFR § 99.34.
- b. NCTC and ISD acknowledge that the ISD is subject to the Family Educational Rights and Privacy Act (20 U.S.C. 12332(g)) ("FERPA"), which federal law and supporting regulations generally address certain obligations of an educational agency or institution that receives federal funds regarding disclosure of personally identifiable information in education records.
  - i. NCTC is a "school official" under FERPA and has a legitimate educational interest in personally identifiable information from education records because NCTC:
    - (1) provides service or function for which the District would otherwise use employees
    - (2) is under the direct control of the District with respect to the use and maintenance of education records
    - (3) is subject to the requirement of FERPA governing the use and re-disclosure of personally identifiable information from education records.
- c. The ISD expects and anticipate that NCTC may receive identifiable information in education records only as an incident of service or training that NCTC provides to the ISD or its students pursuant to this MOU.
- d. The ISD acknowledges that, once a student is registered in a College course, the student under the Family Educational Rights and Privacy Act (FERPA) post-secondary rules and students are given the privacy rights in their educational records when enrolled in College courses, regardless of their age. Any release of the student's records to parents, legal guardians, or third parties by the College is at the College's sole discretion.
- e. The ISD and NCTC acknowledge that each has a legitimate educational interest in the students' educational records for FERPA purposes. Both shall ensure that its employees and agents comply with these and all other federal and state laws governing the dual credit students' rights to educational records and shall protect student education records against accidental or deliberate re-disclosure to unauthorized persons.

#### **19. UNIVERSITY INTERSCHOLASTIC LEAGUE (UIL) ELIGIBILITY**

NCTC assumes no responsibility for loss of eligibility for high school students enrolled under this program to participate.



## **20. TERM AND TERMINATION**

This MOU will become effective for the Fall 2024 term and remain in effect through Summer 2027. By law NCTC is required to have an active MOU before servicing your dual credit students for Fall 2024. Therefore, please return this MOU prior to August 1 to ensure the ISD's students remain enrolled for the fall semester. It is agreed that either Party may terminate this MOU with written notice to the other party within thirty (30) days. In the event of termination mid semester, currently enrolled dual credit students would be permitted to complete their courses for that semester. No new dual credit registrations would be permitted for the current or future terms. Either Party may also terminate this MOU with written notice to the other Party immediately for breach. This MOU may also be terminated by mutual agreement of the Parties.

## **21. LEGAL COMPLIANCE**

Both NCTC and the ISD shall operate the dual credit program and perform their obligations under this Agreement in compliance with the applicable federal, state, and local laws, implementing regulations, executive orders, interpreting authorities, and administrative rules and requirements, including, but not limited to, (a) the following federal statutes as may be amended: Title VI of the Civil Rights Act of 1964; Title VII of the Civil Rights Act; Title IX of the Education Amendments of 1974; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; the Americans with Disabilities Act; the Family Educational Rights and Privacy Act of 1974; and Title IV of the Higher Education Act of 1965; (b) the Texas Constitution; (c) Texas Education Code's applicable provisions; (d) state and federal laws regarding the reporting of any and all alleged child abuse, school-related crimes, and sexual molestation of students; (e) state record retention laws; (f) Title 19 of the Texas Administrative Code's applicable provisions, including, without limitation, Chapter 4, Subchapters D and Chapter 9, Subchapter H; (g) TEA guidelines and requirements, including, the Student Attendance Accounting Handbook and the Financial Accountability System Resource Guide; (h) THECB guidelines and requirements; and (i) the rules, regulations, and requirements imposed by accrediting agencies applicable to either Party including, the Southern Association of Colleges and Schools. The Parties agree to operate the dual credit program in compliance with their respective applicable board policies and procedures.

The Parties agree to a mutual understanding to resolve issues or concerns that may arise in the course of this partnership that involve students, staff, and/or faculty. In the event a conflict or disagreement should arise in the interpretation or implementation of the obligations, terms and responsibilities of the Parties to this MOU, each Party shall designate administrative liaisons for the purpose of resolving concerns at both the campus (liaison must be a Principal or other designated high school campus administrator) and central administrative levels. If resolution is not found through those levels, a request may be made that the matter be handled through the Parties' respective legal counsel(s). If resolution is not found through those levels, a request may be made that the matter be handled by voluntary mediation through a mutually approved mediator within thirty (30) days of the selection of a mediator.

ADDENDUMS SUBMITTED BY ISD UPON RETURN OF THE MOU:

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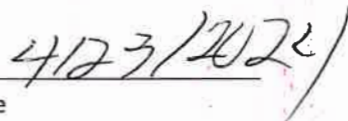
Crosswalk

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Third-Party Billing Letter (if applicable)

Individuals signing below on behalf of NCTC and the ISD agree to execute this MOU according to its terms.

  
\_\_\_\_\_  
Superintendent

  
\_\_\_\_\_  
Date

Dr. Bruce King  
\_\_\_\_\_  
Dr. Bruce King  
Provost, North Central Texas College

May 6, 2024  
\_\_\_\_\_  
Date

2024-25

LE High School Course	PEIMS ID	LEISD Credit	NCTC Course (Focus)	NCTC Course ID	NCTC Credit Hours	NCTC Course Name
<b>Accounting I</b>	13016600	1	DC Accounting I	ACNT 1303	3	Introduction to Accounting I
<b>Accounting II</b>	13016700	1	DC Accounting II	BUSG 1304	3	Financial Literacy
<b>Scientific Research &amp; Design</b>	13037200	1	DC Collegiate Academy Biology	BIOL 1408	4	Biology for Non-Science Majors I
<b>Professional Communications</b>	13009900	0.5	DC Professional Communications	SPCH 1311	3	Introduction to Speech Communication
<b>Economics</b>	03310300	0.5	DC Economics	ECON 2301	3	Principles of Macroeconomics
<b>English III</b>	03220300	0.5	DC English 1301	ENGL 1301	3	Composition I
	03220300	0.5	DC English 1302	ENGL 1302	3	Composition II
<b>English IV</b>	03220400	0.5	DC English Composition	ENGL 2322	3	British Literature I
	03220400	0.5	DC English Literature	ENGL 2323	3	British Literature II
<b>Art Appreciation</b>	03500100	1	DC Art I	ARTS 1301	3	Art Appreciation
<b>Music Studies, Music Appreciation I</b>	03155600	1	DC Music Appreciation	MUSC 1306	3	Music Appreciation
<b>Independent Study in Mathematics</b>	03102500	1	DC College Algebra	MATH 1314	3	College Algebra
<b>Pre-Calculus</b>	03101100	1	DC Elementary Analysis / Precalculus	MATH 2412	4	Pre-Calculus Math
<b>Calculus</b>	A3100101	1	DC Calculus	MATH 2413	4	Calculus I
<b>Statistics</b>	03102501	1	DC Statistics	MATH 1342	3	Elementary Statistical Methods
<b>Environmental Systems</b>	03020000	1	DC Environmental Systems	BIOL 2406	4	Environmental Biology
<b>Government</b>	03330100	0.5	DC Government	GOVT 2305	3	Federal Government
<b>Psychology</b>	03350100	0.5	DC Psychology	PSYC 2301	3	General Psychology
<b>Sociology</b>	03370100	0.5	DC Sociology	SOCI 1301	3	Introduction to Sociology
<b>Special Topics in Social Studies</b>	03380001	0.5	DC Texas Government	GOVT 2306	3	Texas Government
<b>US History</b>	03340100	0.5	DC US History 1	HIST 1301	3	US History I
	03340100	0.5	DC US History 2	HIST 1302	3	US History II
<b>Methodology for Academic and Personal Success</b>	N1130021	0.5	DC Methodology for Academic and Personal Success	EDUC 1300	3	Learning Framework



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# Board Agenda Item

Little Elm Independent School District  
400 Lobo Lane  
Little Elm, Texas 75068

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Board Mtg. Date: <b>06/24/24</b>	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>2023-2024 LOW-ATTENDANCE DAY WAIVER</b>				
<b>Presenter or Contact Person:</b>	Dr. Penny Tramel, Assistant Superintendent for Curriculum and Learning				
<b>Policy/Code:</b>	TEC§25.081; Student Attendance Accounting Handbook 3.8.1.4 Low-Attendance Day Waivers				
<b>Strategic Plan Goal:</b>	We will engage each student in learning experiences that increase student growth and achievement.				
<b>Summary:</b>	For a day when school was held but attendance was at least 10 percentage points below the overall average attendance rate for the district for the prior year, a district may apply for a waiver to have the day excluded from Average Daily Attendance (ADA) and Foundation School Programming (FSP) funding calculations. Our Average Daily Attendance for the 2022-2023 school year was 94%. On April 8, 2024 (which was the eclipse day), our district had an attendance rate of 78.4%. This is 15.6% below last school year's ADA, therefore, qualifying the district to submit a waiver to exclude that day from our ADA and FSP calculations for the 2023-2024 school year.				
<b>Financial Implications:</b>	The low attendance day of April 8, 2024 will not have an adverse effect on Average Daily Attendance or Foundation School Programs calculations.				
<b>Attachments:</b>	N/A				

**Recommendation:** | The Administration recommends the Board approve the submission of the Low-Attendance Day Waiver.

**Motion:** | I move the Board approve the submission of the Low-Attendance Day Waiver.

# Waivers

Success



Waiver application saved successfully.

## 2023-2024 Application for Low Attendance Days Waiver

Waiver ID: 77438

Related Waivers (6)

### Application Information

**Category:** Attendance

**Creator:** Penny Tramel, District Editor

**Status:** Draft

**Creation Date:** 6/11/2024

**Approving Superintendent:**

**Assigned To:** Penny Tramel

### LEA Contact

#### LEA Information

**\*First Name:**

Penny

**\*Last Name:**

Tramel

**\*Phone:**

(972) 947-9340

**Ext:**

10006

**\*Email:**

ptramel@littleelmisd.net

**LEA:** LITTLE ELM ISD (061914)

**Address:** P O BOX 6000, LITTLE ELM, TX 75068-6924

**Phone:** (972) 947-9340

## Date of LEA Board of Trustees Approval

\*Date:



## Special Instructions

Please complete this waiver for Low Attendance Due to Weather or Health or Safety issues. Your district must include as attachments, documentation of low attendance for the day (including the reason for the low attendance rate and an ADA or PEIMS report showing the attendance rate on the date of low attendance) and the prior year's attendance report (PEIMS summary report showing the average for the year) for the district or applicable campus. See Student Attendance Accounting Handbook 3.8.1.4. This application is due by the end of July for the current school year. Please direct questions to the State Waiver Unit at <http://tea.texas.gov/index2.aspx?id=6635>.

You may enter each campus and the number of minutes attended on that date individually within a single waiver application. Alternatively, if your district wide attendance was at least 10 percentage points below your prior year average, you may select "All Campuses". If the number of minutes of operation varies by campus on the date of low attendance for "All Campuses", please report the greatest number of minutes on the date of low attendance in the "Number of Min on the Low Attendance Day". Please note that in PEIMS you will claim the actual number of minutes in operation on the specific date by campus. The waiver minute reporting is used to total the number of attendance related waiver minutes by year. Per Student Attendance Accounting Handbook 3.8.2 Closures for Bad Weather or Other Issues of Health or Safety, you are limited to 4,200 minutes for attendance waivers of any kind.

### ▲ Campus Details

\* Select Campus:

All Campuses

\* Date of Low Attendance:

04/08/2024



## Reasons

Weather

☐

Health

☐

Safety

☐

Other

☒

## Description

47 of 75 characters allowed

Qualifying low attendance due to the eclipse.

\* At least one reason is required.

\* % of Attendance:

78.4

\* Average % of Attendance for Previous Year:

94

Please provide positive values in the range 0.01-99.99 in one of the following formats: 89, 89.00, 89.00%.

\* Number of Minutes on the Low Attendance Day:

455

Valid range 1-600

Save Campus

Clear

**^ LEA Attachments (0)**

There are no LEA attachments.

**Add Attachment**

**\*Attachment title**

Choose File

No file chosen

Add

**▼ Change History**

Click to expand.

Complete & Route

Save

Cancel Application

Print PDF

Close

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# Board Agenda Item

Little Elm Independent School District

400 Lobo Lane

Little Elm, Texas 75068

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Board Mtg. Date <b>06-24-2024</b>	<b>Reports of the Superintendent</b> <input type="checkbox"/>	<b>Action Item</b> <input type="checkbox"/>	<b>Consent Agenda</b> <input checked="" type="checkbox"/>	<b>Reports, Routine Monthly</b> <input type="checkbox"/>	<b>Other</b> <input type="checkbox"/>
<b>Subject:</b>	<b>FINANCIAL REPORTS - APRIL 2024</b>				
<b>Presenter or Contact Person:</b>	Jesse Wyse, Executive Director of Budget and Finance				
<b>Policy/Code:</b>	Board Legal Status Powers and Duties – BAA (LOCAL) Annual Operating Budget – CE (LOCAL)				
<b>Strategic Plan Goal:</b>	Ensuring Fiscal Health & Sustainability				
<b>Summary:</b>	Monthly financial reports are prepared by the Business Services Department. <i>*Financial report format currently under construction for improved clarity for end users.</i>				
<b>Financial Implications:</b>	As this is a report only, there are no direct financial implications. Each month, financial reports are prepared detailing the status of the District’s budget as of the most recent accounting period. The following reports are included to provide financial transparency.				
<b>Attachments:</b>	Financial Reports Expenditures by Major Object (for Board Adopted Funds 199, 240, 511) Budget to Actuals (for Board Adopted Funds 199, 240, 511) Cash Flow Statement Cash Position Property Tax Collection Reports Capital Project Reports				

**Recommendation:** | The Administration recommends approval of the April 2024 Financial Reports as presented.

**Motion:** | I move that the Board approve the April 2024 Financial Reports as presented.

# Financial Report

## April

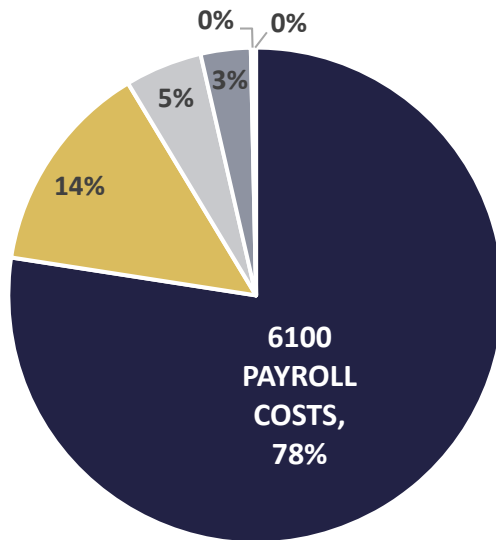
- Budget to Actuals
- Expenditures by Major Object
- Cash Flow Statement
- Cash Position
- Property Tax Collection Report
- Capital Project Reports



Revenue and Expenditures  
By Major Object Code  
Through Accounting Period: April 2024

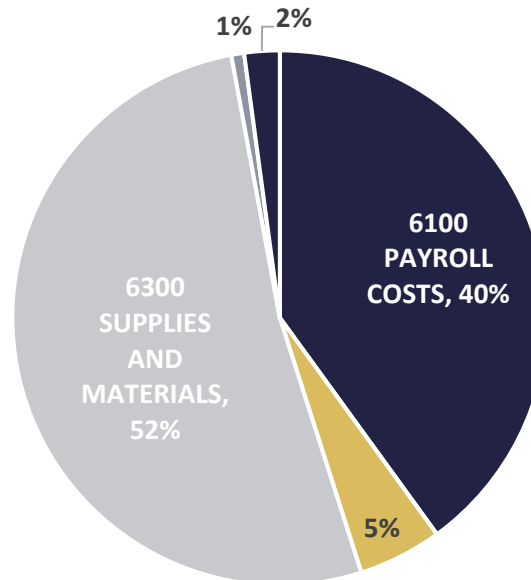


General Fund - 199



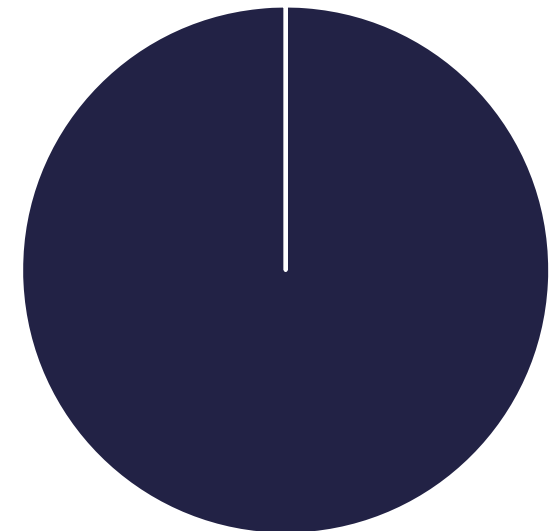
- 6100 PAYROLL COSTS
- 6200 PROFESSIONAL & CONTRACTED
- 6300 SUPPLIES AND MATERIALS
- 6400 OTHER OPERATING COSTS
- 6500 DEBT SERVICE
- 6600 CPTL OUTLY LAND BLDG & EQUIP

Child Nutrition - 240



- 6100 PAYROLL COSTS
- 6200 PROFESSIONAL & CONTRACTED
- 6300 SUPPLIES AND MATERIALS
- 6400 OTHER OPERATING COSTS
- 6600 CPTL OUTLY LAND BLDG & EQUIP

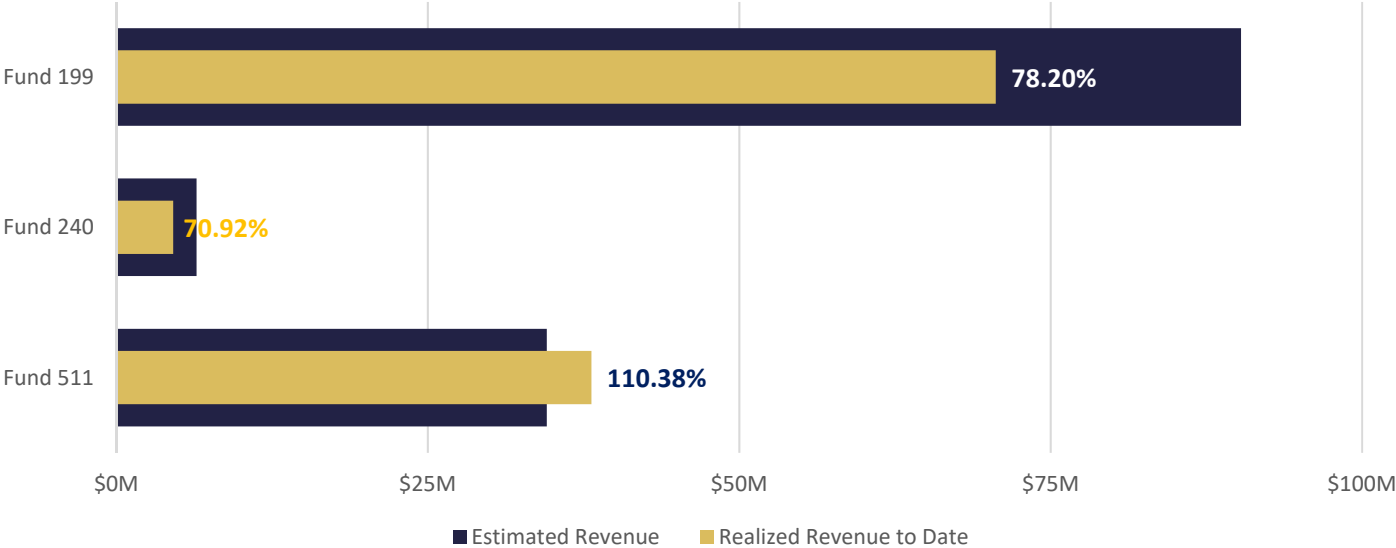
DEBT SERVICE - 511



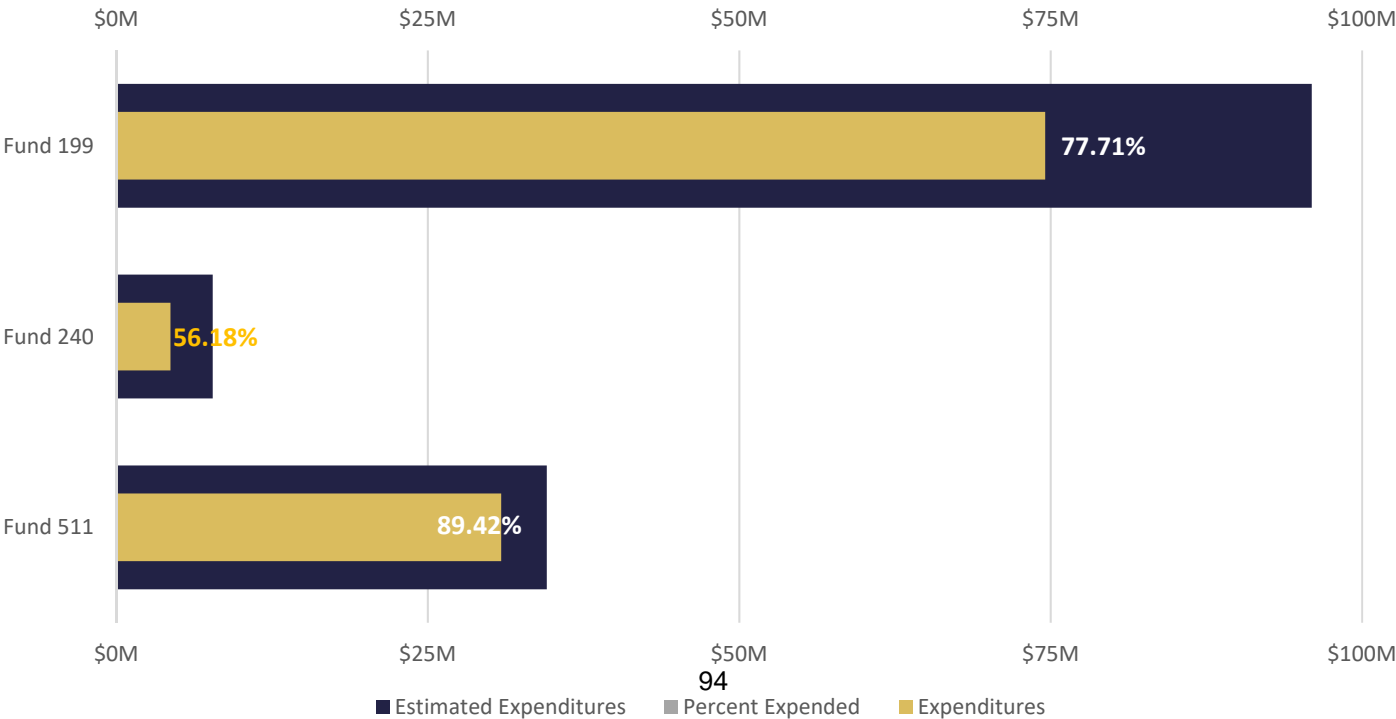
- 6500 DEBT SERVICE



Revenue: Estimated vs. Realized



Expenditures: Estimated vs. Expended



Revenues and Expenditures by Major Object Code  
 LITTLE ELM I.S.D  
 Accounting Periods: 07 through 04  
 ACTUALS THROUGH APRIL

Class/Major Object Code	Est Rev/Approp	Encumbrances	Real Rev/Exp	Balances
<b>Fund Code 199 / 4 - GENERAL FUND</b>				
6100 PAYROLL COSTS	-71,094,242.00	.00	57,746,032.18	-13,348,209.82
6200 PROFESSIONAL & CONTRACTED SVS	-15,132,058.53	1,744,313.02	10,377,040.56	-3,010,704.95
6300 SUPPLIES AND MATERIALS	-4,995,201.10	567,153.84	3,761,306.82	-666,740.44
6400 OTHER OPERATING COSTS	-3,521,293.00	225,162.84	2,432,666.48	-863,463.68
6500 DEBT SERVICE	-241,364.70	72,524.89	168,139.81	-700.00
6600 CPTL OUTLY LAND BLDG & EQUIP	-971,398.00	8,193.54	80,575.97	-882,628.49
<b>Subtotals for Fund 199 / 4</b>	<b>-95,955,557.33</b>	<b>2,617,348.13</b>	<b>74,565,761.82</b>	<b>-18,772,447.38</b>
<b>Fund Code 240 / 4 - NATL BREAKFAST/LUNCH PROGRAM</b>				
6100 PAYROLL COSTS	-2,520,508.00	.00	1,739,316.16	-781,191.84
6200 PROFESSIONAL & CONTRACTED SVS	-408,179.64	52,105.72	220,135.28	-135,938.64
6300 SUPPLIES AND MATERIALS	-3,801,617.00	802,580.99	2,261,345.26	-737,690.75
6400 OTHER OPERATING COSTS	-106,000.00	28,386.27	33,386.16	-44,227.57
6600 CPTL OUTLY LAND BLDG & EQUIP	-902,250.00	389,979.52	93,247.57	-419,022.91
<b>Subtotals for Fund 240 / 4</b>	<b>-7,738,554.64</b>	<b>1,273,052.50</b>	<b>4,347,430.43</b>	<b>-2,118,071.71</b>
<b>Fund Code 511 / 4 - DEBT SERVICE FUND</b>				
6500 DEBT SERVICE	-34,547,751.00	6,100.00	30,894,025.35	-3,647,625.65
<b>Subtotals for Fund 511 / 4</b>	<b>-34,547,751.00</b>	<b>6,100.00</b>	<b>30,894,025.35</b>	<b>-3,647,625.65</b>
<b>Grand Totals</b>	<b>-138,241,862.97</b>	<b>3,896,500.63</b>	<b>109,807,217.60</b>	<b>-24,538,144.74</b>

End of Report

Revenues and Expenditures by Major Object Code  
LITTLE ELM I.S.D  
Accounting Periods: 07 through 04  
ACTUALS THROUGH APRIL

Class/Major Object Code	Est Rev/Approp	Encumbrances	Real Rev/Exp	Balances
<b>Fund Code 199 / 4 - GENERAL FUND</b>				
5700 REVENUE-LOCAL AND INTERMEDIATE	62,455,700.00	.00	-58,901,259.44	3,554,440.56
5800 STATE PROGRAM REVENUES	25,597,031.00	.00	-9,188,175.42	16,408,855.58
5900 FEDERAL PROGRAM REVENUES	2,224,637.00	.00	-2,506,412.15	-281,775.15
<b>Subtotals for Fund 199 / 4</b>	<b>90,277,368.00</b>	<b>.00</b>	<b>-70,595,847.01</b>	<b>19,681,520.99</b>
<b>Fund Code 240 / 4 - NATL BREAKFAST/LUNCH PROGRAM</b>				
5700 REVENUE-LOCAL AND INTERMEDIATE	2,085,774.00	.00	-1,772,022.90	313,751.10
5800 STATE PROGRAM REVENUES	517,970.00	.00	-19,194.81	498,775.19
5900 FEDERAL PROGRAM REVENUES	3,830,561.00	.00	-2,770,561.40	1,059,999.60
<b>Subtotals for Fund 240 / 4</b>	<b>6,434,305.00</b>	<b>.00</b>	<b>-4,561,779.11</b>	<b>1,872,525.89</b>
<b>Fund Code 511 / 4 - DEBT SERVICE FUND</b>				
5700 REVENUE-LOCAL AND INTERMEDIATE	34,347,125.00	.00	-35,885,935.32	-1,538,810.32
5800 STATE PROGRAM REVENUES	200,626.00	.00	-2,249,120.00	-2,048,494.00
<b>Subtotals for Fund 511 / 4</b>	<b>34,547,751.00</b>	<b>.00</b>	<b>-38,135,055.32</b>	<b>-3,587,304.32</b>
<b>Grand Totals</b>	<b>131,259,424.00</b>	<b>.00</b>	<b>-113,292,681.44</b>	<b>17,966,742.56</b>

End of Report

**Little Elm Independent School District  
General Operating Cash Flow Statement  
FY 2023-2024**

	July Actual	August Actual	September Actual	October Actual	November Actual	December Actual	January Actual	February Actual	March Actual	April Actual	May Actual	June Actual	TOTAL
<i>Beginning Cash Balance in Bank</i>	30,370,136.36	34,347,645.76	36,348,406.52	37,557,556.15	32,590,011.84	26,285,412.26	27,549,841.54	26,225,524.88	26,674,429.01	29,906,982.92			30,370,136.36
<b>RECEIPTS</b>													
Tax Collections	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-
Interest	48,922.77	53,296.60	56,683.91	50,250.98	40,850.31	42,519.89	39,586.56	40,834.13	50,866.63	44,818.28			468,630.06
Other Local Revenue	87,932.36	2,054,910.50	278,009.88	199,051.04	238,118.06	114,551.64	148,922.71	109,053.37	121,794.20	262,199.11			3,614,542.87
State Revenue - Available School	1,232.60	854.77	10,728.93	7,639.73	1,631.26	14,655.56	3,728.10	3,059.37	4,623.08	11,554.93			59,708.33
State Revenue - Foundation	357,459.00	961,447.00	2,479,832.00	192,637.00	416,211.00	195,754.00	-	-	573,468.00	183,441.00			5,360,249.00
State Revenue - Debt Service	-	-	64.00	1,726,388.00	-	0.00	-	-	-	-			1,726,452.00
State Revenue - Misc	-	-	-	-	-	2,249,120.00	-	-	-	-			2,249,120.00
SHARS Receipts	6,623.36	21,780.00	700.00	-	-	273,050.76	350.00	2,710.00	271.00	-			305,485.12
Federal Program Revenue	378,667.58	1,699,566.95	373,039.89	1,620,444.13	1,468,855.81	240,305.50	129,517.07	1,584,231.19	179,980.07	288,215.19			7,962,823.38
Federal Program Revenue 240	23,936.09	-	-	588,728.27	264,144.72	1,429.20	496,633.12	585,603.27	336,465.57	232,594.56			2,529,534.80
Lunch Revenue - local 240	2,232.83	203,488.33	218,231.91	194,684.45	194,053.20	169,972.81	182,580.84	212,831.08	169,622.98	212,303.68			1,760,002.11
Payroll Deposits	417.00	1,178.59	-	2,522.67	138.36	378.08	437.31	266.68	-	137.54			5,476.23
Transfers from Debt Service	-	-	-	-	-	0.00	-	-	-	-			-
Transfers from Investment Acct	12,000,000.00	7,000,000.00	7,000,000.00	1,516,787.34	1,000,000.00	7,148,363.55	10,000,000.00	7,000,000.00	11,317,745.96	8,406,798.36			72,389,695.21
Total Revenue	12,907,423.59	11,996,522.74	10,417,290.52	6,099,133.61	3,624,002.72	10,450,100.99	11,001,755.71	9,538,589.09	12,754,837.49	9,642,062.65	-	-	98,431,719.11
<b>DISBURSEMENTS</b>													
Payroll Checks	26,167.73	3,899,016.52	4,067,740.75	4,141,082.15	4,112,598.93	4,157,970.53	4,117,002.60	4,091,659.63	4,116,457.23	4,086,939.46			36,816,635.53
Accounts Payable Checks	3,724,299.53	4,532,064.52	3,569,792.03	5,264,556.09	2,688,992.22	3,464,731.33	4,090,413.08	2,944,204.98	3,906,393.53	5,026,602.24			39,212,049.55
TRS	4,647,642.74	1,105,793.87	1,091,652.02	1,175,063.18	1,176,370.05	1,159,872.45	1,166,288.59	1,163,496.41	1,159,818.39	1,161,434.30			15,007,432.00
IRS	531,804.19	458,887.07	478,956.09	485,976.50	482,809.15	496,579.99	466,311.72	458,675.64	466,444.61	463,965.06			4,790,410.02
Bank Charges/ NSF's/Bk Trans	-	-	-	-	-	-	-	-	0.00	29,078.34			29,078.34
Total Expenditures	8,929,914.19	9,995,761.98	9,208,140.89	11,066,677.92	8,460,770.35	9,279,154.30	9,840,015.99	8,658,036.66	9,649,113.76	10,768,019.40	-	-	95,855,605.44
Cash Transfer to TEA	-	-	-	-	-	-	(62,047.00)	-	-	-	-	-	(62,047.00)
Cash Transfer to Debt Service	-	-	-	-	-	-	(2,241,420.00)	-	-	-	-	-	(2,241,420.00)
Transfers to Investment Accounts	-	-	-	-	-	-	-	-	-	-	-	-	-
In Transit	-	-	-	-	1,467,831.95	(93,482.59)	182,589.38	431,648.30	(126,830.18)	(531,595.81)	-	-	1,330,161.05
Total Expenditures & Transfers	8,929,914.19	9,995,761.98	9,208,140.89	11,066,677.92	9,928,602.30	9,185,671.71	7,719,138.37	9,089,684.96	9,522,283.58	10,236,423.59	-	-	94,882,299.49
Net Change in Cash	3,977,509.40	2,000,760.76	1,209,149.63	(4,967,544.31)	(6,304,599.58)	1,264,429.28	(1,324,316.66)	448,904.13	3,232,553.91	(594,360.94)	-	-	(1,057,514.38)
<b>Ending Cash Balance</b>	<b>34,347,645.76</b>	<b>36,348,406.52</b>	<b>37,557,556.15</b>	<b>32,590,011.84</b>	<b>26,285,412.26</b>	<b>27,549,841.54</b>	<b>26,225,524.88</b>	<b>26,674,429.01</b>	<b>29,906,982.92</b>	<b>29,312,621.98</b>	<b>-</b>	<b>-</b>	<b>29,312,621.98</b>
Beginning Cash Balance Lone Star	22,408,297.43	22,506,886.57	21,916,864.51	21,745,112.95	20,144,311.17	20,169,067.35	19,928,150.74	20,019,691.72	20,105,277.17	20,132,697.49			22,408,297.43
Beginning Cash Balance TexStar	1,518,974.29	1,525,571.02	1,532,434.82	1,539,123.54	1,546,080.90	1,552,854.83	1,559,894.63	1,566,941.83	1,573,544.46	1,580,625.74			1,518,974.29
Beginning Cash Balance Texas Class	215,745,425.17	205,022,103.97	199,154,690.26	193,119,728.24	194,182,239.05	195,201,794.62	220,659,304.54	226,570,906.48	228,042,721.40	218,373,678.49			215,745,425.17
Interest Earned Lone Star	98,589.14	101,016.61	96,217.40	98,700.97	89,992.42	92,334.77	91,540.98	85,585.45	91,489.93	87,369.40			932,837.07
Interest Earned TexStar	6,596.73	6,863.80	6,688.72	6,957.36	6,773.93	7,039.80	7,047.20	6,602.63	7,081.28	6,892.82			68,544.27
Interest Earned TexasClass	946,425.96	934,189.47	886,330.46	911,612.58	890,790.56	954,114.72	1,049,746.41	982,997.35	1,010,460.25	951,226.88			9,517,894.64
Transfers in	330,252.84	198,396.82	83,800.60	150,898.23	1,128,765.01	31,300,950.37	14,861,856.10	7,488,817.57	574,173.19	332,405.88			56,450,316.61
Transfers out	(12,000,000.00)	(7,691,038.67)	(7,273,062.04)	(1,699,502.75)	(1,065,236.24)	(7,130,806.55)	(10,000,000.57)	(7,000,000.00)	(11,317,745.96)	(8,544,995.32)			(73,722,388.10)
In Transit	-	-	-	-	671,998.68	4,387,616.31	3,003,810.76	109,076.92	66,790.22	54,682.78			54,682.78
<b>Ending Cash Balance Invested</b>	<b>229,054,561.56</b>	<b>222,603,989.59</b>	<b>216,403,964.73</b>	<b>215,872,631.12</b>	<b>217,595,715.48</b>	<b>246,534,966.22</b>	<b>251,161,350.79</b>	<b>249,830,619.95</b>	<b>240,153,791.94</b>	<b>232,974,584.16</b>	<b>-</b>	<b>-</b>	<b>232,974,584.16</b>
<b>TOTAL CASH AVAILABLE</b>	<b>263,402,207.32</b>	<b>258,952,396.11</b>	<b>253,961,520.88</b>	<b>248,462,642.96</b>	<b>243,881,127.74</b>	<b>274,084,807.76</b>	<b>277,386,875.67</b>	<b>276,505,048.96</b>	<b>270,060,774.86</b>	<b>262,287,206.14</b>	<b>-</b>	<b>-</b>	<b>262,287,206.14</b>

**Little Elm Independent School District  
Debt Service Cash Flow Statement  
FY 2023-2024**

	July Actual	August Actual	September Actual	October Actual	November Actual	December Actual	January Actual	February Actual	March Actual	April Actual	May Actual	June Actual	TOTAL
<i>Beginning Cash Balance in Bank</i>	1,441,186.15	1,444,310.68	1,447,441.98	1,450,478.73	1,453,623.40	1,456,673.12	1,459,831.22	3,705,500.89	3,712,995.13	3,721,022.98			1,441,186.15
<b>RECEIPTS</b>													
Tax Collections	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	3,124.53	3,131.30	3,036.75	3,144.67	3,049.72	3,158.10	4,249.67	7,494.24	8,027.85	7,785.41	-	-	46,202.24
Bond Issuance	-	-	-	-	-	-	2,241,420.00	-	-	-	-	-	2,241,420.00
Transfer from General Operating	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers from Investment Acct	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	3,124.53	3,131.30	3,036.75	3,144.67	3,049.72	3,158.10	2,245,669.67	7,494.24	8,027.85	7,785.41	-	-	2,287,622.24
<b>DISBURSEMENTS</b>													
Wire Bond Issuance Fees	-	-	-	-	-	-	-	-	-	-	-	-	-
Bank Charges/ NSF's/Bk Trans	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers to Investment Accounts	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer to General Operating	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures & Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Change in Cash	3,124.53	3,131.30	3,036.75	3,144.67	3,049.72	3,158.10	2,245,669.67	7,494.24	8,027.85	7,785.41	-	-	2,287,622.24
<b>Ending Cash Balance in bank</b>	<b>1,444,310.68</b>	<b>1,447,441.98</b>	<b>1,450,478.73</b>	<b>1,453,623.40</b>	<b>1,456,673.12</b>	<b>1,459,831.22</b>	<b>3,705,500.89</b>	<b>3,712,995.13</b>	<b>3,721,022.98</b>	<b>3,728,808.39</b>	<b>-</b>	<b>-</b>	<b>3,728,808.39</b>
Statement Beg Cash Balance TexPool	23,031,523.81	23,289,114.43	8,540,400.87	8,616,489.90	8,732,513.33	9,466,360.53	28,999,187.08	38,360,828.70	27,151,637.64	27,628,288.96			23,031,523.81
Interest Earned TexPool	100,590.34	59,707.18	37,430.83	39,372.93	39,387.85	74,319.95	155,253.34	138,328.02	123,638.93	121,220.20			889,249.57
Transfers in	157,000.28	98,272.99	38,658.20	76,650.50	694,459.35	19,458,506.60	9,206,388.28	4,636,412.54	353,012.39	205,610.54			34,924,971.67
Transfers out	-	(14,906,693.73)						(15,983,931.62)					(30,890,625.35)
In Transit	-				436,379.03	2,718,415.75	1,861,549.38	67,444.38	41,123.04	32,920.02			32,920.02
<b>Ending Cash Balance Invested</b>	<b>23,289,114.43</b>	<b>8,540,400.87</b>	<b>8,616,489.90</b>	<b>8,732,513.33</b>	<b>9,902,739.56</b>	<b>31,717,602.83</b>	<b>40,222,378.08</b>	<b>27,219,082.02</b>	<b>27,669,412.00</b>	<b>27,988,039.72</b>	<b>-</b>	<b>-</b>	<b>27,988,039.72</b>
<b>TOTAL CASH AVAILABLE</b>	<b>24,733,425.11</b>	<b>9,987,842.85</b>	<b>10,066,968.63</b>	<b>10,186,136.73</b>	<b>11,359,412.68</b>	<b>33,177,434.05</b>	<b>43,927,878.97</b>	<b>30,932,077.15</b>	<b>31,390,434.98</b>	<b>31,716,848.11</b>	<b>-</b>	<b>-</b>	<b>31,716,848.11</b>

**0001 - GENERAL OPERATING**

Cash Ending Balance:	19,074,652.38
Add Investment:	
<b>Total:</b>	<b>19,074,652.38</b>

**0002 - PAYROLL CLEARING**

Cash Ending Balance:	10,000.02
Add Investment:	
<b>Total:</b>	<b>10,000.02</b>

**0003 - DEBT SERVICE**

Cash Ending Balance:	3,728,808.39
Add Investment:	
<b>Total:</b>	<b>3,728,808.39</b>

**0004 - CREDIT CARD**

Cash Ending Balance:	227,969.58
Add Investment:	
<b>Total:</b>	<b>227,969.58</b>

**0005 - ECR**

Cash Ending Balance:	10,000,000.00
Add Investment:	
<b>Total:</b>	<b>10,000,000.00</b>

**0006 - LONESTAR**

Cash Ending Balance:	19,785,003.86
Add Investment:	
<b>Total:</b>	<b>19,785,003.86</b>

**0007 - TEXSTAR**

Cash Ending Balance:	1,587,518.56
Add Investment:	
<b>Total:</b>	<b>1,587,518.56</b>

**0008 - TEXAS CLASS**

Cash Ending Balance:	211,602,061.74
Add Investment:	
<b>Total:</b>	<b>211,602,061.74</b>

**0009 - TEXPOOL**

Cash Ending Balance:	27,988,039.72
Add Investment:	
<b>Total:</b>	<b>27,988,039.72</b>

**TOTALS**

Cash Ending Balance	294,004,054.25
Add Investment Balance	.00
<b>Totals</b>	<b>294,004,054.25</b>

End of Report

# Denton County Tax Office

Run Date: 5/1/2024 3:21:37PM

Distribution Summary 2 Report

Page 1 of 2

Deposit Date from 4/1/2024 to 4/30/2024 and Tax Units = 60

## S10- LITTLE ELM ISD

Cur. Levy M&O	291,289.43	Del. Levy M&O	(5,519.81)
Cur. Interest M&O	7,361.83	Del. Interest M&O	2,381.23
Cur. Penalty M&O	21,771.56	Del. Penalty M&O	1,187.00
Cur. Rendition Penalty M&O	1,337.42	Del. Rendition Penalty M&O	352.28
Cur. Other M&O	104.69	Del. Other M&O	32.81
<b>Total Current M&amp;O</b>	<b>321,864.93</b>	<b>Total Delinquent M&amp;O</b>	<b>(1,566.49)</b>
Cur. Levy I&S	180,733.96	Del. Levy I&S	(2,905.57)
Cur. Interest I&S	4,541.67	Del. Interest I&S	1,047.09
Cur. Penalty I&S	13,438.78	Del. Penalty I&S	551.59
Cur. Rendition Penalty I&S	0.00	Del. Rendition Penalty I&S	0.00
Cur. Other I&S	0.00	Del. Other I&S	0.00
<b>Total Current I&amp;S</b>	<b>198,714.41</b>	<b>Total Delinquent I&amp;S</b>	<b>(1,306.89)</b>
Cur. Levy S1	0.00	Del. Levy S1	0.00
Cur. Interest S1	0.00	Del. Interest S1	0.00
Cur. Penalty S1	0.00	Del. Penalty S1	0.00
Cur. Rendition Penalty S1	0.00	Del. Rendition Penalty S1	0.00
Cur. Other S1	0.00	Del. Other S1	0.00
<b>Total Current S1</b>	<b>0.00</b>	<b>Total Delinquent S1</b>	<b>0.00</b>
Cur. Levy	472,023.39	Del. Levy	(8,425.38)
Cur. Interest	11,903.50	Del. Interest	3,428.32
Cur. Penalty	35,210.34	Del. Penalty	1,738.59
Cur. Rendition Penalty	1,337.42	Del. Rendition Penalty	352.28
Cur. Other	104.69	Del. Other	32.81
<b>Total Current</b>	<b>520,579.34</b>	<b>Total Delinquent</b>	<b>(2,873.38)</b>
<b>Grand Total M&amp;O</b>	<b>320,298.44</b>	<b>School Fund Coding Totals (if applicable)</b>	
<b>Grand Total I&amp;S</b>	<b>197,407.52</b>	M&O Current Year	199-5711 291,289.43
<b>Grand Total S1</b>	<b>0.00</b>	M&O Prior Years	199-5712 (5,519.81)
<b>Total Due to Jurisdiction</b>	<b>517,705.96</b>	M&O Penalty & Interest	199-5719 34,528.82
<b>Total Due to Delq Tax Atty</b>	<b>8,344.02</b>	I&S Current Year	599-5711 180,733.96
		I&S Prior Year	599-5712 (2,905.57)
		I&S Penalty & Interest	599-5719 19,579.13



# Denton County Tax Office

Run Date: 5/1/2024 3:21:37PM

Distribution Summary 2 Report

Page 2 of 2

Deposit Date from 4/1/2024 to 4/30/2024 and Tax Units = 60

<b>- GRAND TOTALS</b>			
Cur. Levy M&O	291,289.43	Del. Levy M&O	(5,519.81)
Cur. Interest M&O	7,361.83	Del. Interest M&O	2,381.23
Cur. Penalty M&O	21,771.56	Del. Penalty M&O	1,187.00
Cur. Rendition Penalty M&O	1,337.42	Del. Rendition Penalty M&O	352.28
Cur. Other M&O	104.69	Del. Other M&O	32.81
<b>Total Current M&amp;O</b>	<b>321,864.93</b>	<b>Total Delinquent M&amp;O</b>	<b>(1,566.49)</b>
Cur. Levy I&S	180,733.96	Del. Levy I&S	(2,905.57)
Cur. Interest I&S	4,541.67	Del. Interest I&S	1,047.09
Cur. Penalty I&S	13,438.78	Del. Penalty I&S	551.59
Cur. Rendition Penalty I&S	0.00	Del. Rendition Penalty I&S	0.00
Cur. Other I&S	0.00	Del. Other I&S	0.00
<b>Total Current I&amp;S</b>	<b>198,714.41</b>	<b>Total Delinquent I&amp;S</b>	<b>(1,306.89)</b>
Cur. Levy S1	0.00	Del. Levy S1	0.00
Cur. Interest S1	0.00	Del. Interest S1	0.00
Cur. Penalty S1	0.00	Del. Penalty S1	0.00
Cur. Rendition Penalty S1	0.00	Del. Rendition Penalty S1	0.00
Cur. Other S1	0.00	Del. Other S1	0.00
<b>Total Current S1</b>	<b>0.00</b>	<b>Total Delinquent S1</b>	<b>0.00</b>
<hr/>			
Cur. Levy	472,023.39	Del. Levy	(8,425.38)
Cur. Interest	11,903.50	Del. Interest	3,428.32
Cur. Penalty	35,210.34	Del. Penalty	1,738.59
Cur. Rendition Penalty	1,337.42	Del. Rendition Penalty	352.28
Cur. Other	104.69	Del. Other	32.81
<b>Total Current</b>	<b>520,579.34</b>	<b>Total Delinquent</b>	<b>(2,873.38)</b>
<hr/>			
Grand Total M&O	320,298.44	<b>School Fund Coding Totals (if applicable)</b>	
Grand Total I&S	197,407.52	M&O Current Year	199-5711 291,289.43
Grand Total S1	0.00	M&O Prior Years	199-5712 (5,519.81)
Total Due to Jurisdiction	517,705.96	M&O Penalty & Interest	199-5719 34,528.82
Total Due to Delq Tax Atty	8,344.02	I&S Current Year	599-5711 180,733.96
		I&S Prior Year	599-5712 (2,905.57)
		I&S Penalty & Interest	599-5719 19,579.13

**Little Elm ISD**  
**Capital Projects @ 04-30-2024**

Bond Capital Projects	Project ID	Project Estimate	Cost to Date	Balance*
Strike Middle School	Fund 649-000	\$ 67,513,978.00	\$ 65,935,271.68	\$ 1,578,706.32
Land	Fund 65X-XXX	\$ 15,904,910.00	\$ 15,724,064.59	\$ 180,845.41
Emergency HVAC (unallocated)	Fund 650-011	\$ 19,382.00	\$ -	\$ 19,382.00
LEHS Security Fence	Fund 650-303	\$ 13,000.00	\$ 12,675.00	\$ 325.00
Security Upgrade (Chavez & Brent)	Fund 650-310	\$ 151,120.36	\$ 149,336.00	\$ 1,784.36
Zellars HVAC replacement	Fund 650-320	\$ 129,975.00	\$ 186,675.00	\$ (56,700.00)
Roof Management Program	Fund 652-036	\$ 70,000.00	\$ 55,000.00	\$ 15,000.00
Strike Entry Drive	Fund 652-302	\$ 967,226.00	\$ 860,454.04	\$ 106,771.96
Indoor Multi-Use Facility	Fund 653-017	\$ 19,878,297.00	\$ 18,508,410.48	\$ 1,369,886.52
Lakeside Admin Conversion	Fund 653-018	\$ 16,346,721.46	\$ 15,825,490.44	\$ 521,231.02
Zellars Conversion	Fund 653-127	\$ 7,960,408.14	\$ 7,303,145.84	\$ 657,262.30
Camera for Buses	Fund 653-130	\$ 25,319.00	\$ 18,614.62	\$ 6,704.38
LEISD Administration Plumbing	Fund 653-751	\$ 350,000.00	\$ 343,568.64	\$ 6,431.36
ESPC III Upgrades	Fund 654-141	\$ 2,831,132.00	\$ 2,759,906.00	\$ 71,226.00
LEHS CTE Renovations/Additions	Fund 654-202	\$ 609,922.00	\$ 502,928.78	\$ 106,993.22
LEHS CTE Welding Lab	Fund 654-304	\$ 412,200.00	\$ 327,063.50	\$ 85,136.50
Buses	Fund 655-305	\$ 850,908.00	\$ 849,058.00	\$ 1,850.00
LEHS Locker Room	Fund 655-308	\$ 2,764,655.00	\$ 1,910,740.76	\$ 853,914.24
LEHS FOOD TRAILER CONCRETE	Fund 655-402	\$ 24,130.00	\$ 24,130.00	\$ -
Tech Upgrades	Fund 656-309	\$ 409,611.00	\$ 397,641.20	\$ 11,969.80
Security Film	Fund 656-312	\$ 715,000.00	\$ 711,800.03	\$ 3,199.97
Weapons Detection Construction	Fund 656-313	\$ 760,000.00	\$ 751,463.00	\$ 8,537.00
Hackberry Light Pole Construction	Fund 656-314	\$ 59,812.00	\$ 47,713.00	\$ 12,099.00
Elementary 7	Fund 656-315	\$ 2,033,988.00	\$ 1,628,242.50	\$ 405,745.50
Playgrounds	Fund 656-316	\$ 1,500,000.00	\$ 1,325,016.00	\$ 174,984.00
Strike Orchestra	Fund 656-317	\$ 115,000.00	\$ 92,523.42	\$ 22,476.58
Walker Orchestra	Fund 656-318	\$ 115,000.00	\$ 92,676.42	\$ 22,323.58
LEHS Classrooms	Fund 656-319	\$ 5,645,000.00	\$ 3,103,221.50	\$ 2,541,778.50
LEHS Bistro Upgrades	Fund 656-401	\$ 186,500.00	\$ 154,350.00	\$ 32,150.00
Brent Interior Upgrades	Fund 656-403	\$ 1,056,216.00	\$ 566,859.88	\$ 489,356.12
Chavez Interior Upgrades	Fund 656-404	\$ 873,784.00	\$ 713,979.70	\$ 159,804.30
Access Ctrl & Sec Upg WMS Cont	Fund 656-405	\$ 4,350,258.00	\$ 1,501,021.95	\$ 2,849,236.05
Hackberry Water Heater/LEHS Data	Fund 656-406	\$ 177,000.00	\$ 19,000.00	\$ 158,000.00
Construction Software	Fund 656-755	\$ 26,600.00	\$ 26,600.00	\$ -
District Wide Monument Sign	Fund 656-921	\$ 149,795.00	\$ 149,794.40	\$ 0.60
		<b>\$ 154,996,847.96</b>	<b>\$ 142,578,436.37</b>	<b>\$ 12,418,411.59</b>

\*pending reconciliation

**Little Elm ISD**  
**Capital Projects @ 04-30-2024**

<b>Non-Bond Capital Projects (Fund 696)</b>	<b>Project Estimate</b>	<b>Cost to Date</b>	<b>Balance</b>
AC REPAIR/REPLACEMENT	\$ 500,000.00	\$ 52,137.72	\$ 447,862.28
CAFETERIA TABLES CHAVEZ	\$ 30,800.00	\$ 30,770.70	\$ 29.30
CONCRETE REPAIR - DISTRICT	\$ 40,742.00	\$ 32,000.00	\$ 8,742.00
DOOR ANNUNCIATION	\$ 58,550.00	\$ -	\$ 58,550.00
DR. GLOVER WALL	\$ 2,200.00	\$ 1,985.00	\$ 215.00
DRILL TEAM UNIFORMS	\$ 4,000.00	\$ -	\$ 4,000.00
FLOOD REMEDIATION-POWELL	\$ 70,000.00	\$ 42,903.75	\$ 27,096.25
INTERIOR PAINTING SUMMER 2023	\$ 114,000.00	\$ 113,262.50	\$ 737.50
LEHS CLASSROOM AV	\$ 635,000.00		\$ 635,000.00
LEHS ELEVATOR	\$ 15,642.00	\$ 14,852.00	\$ 790.00
LEHS ROOF REPAIR	\$ 225,000.00	\$ 204,062.00	\$ 20,938.00
PRIOR YEAR BAND EQUIP	\$ 11,600.00		\$ 11,600.00
RESTRIPE PARKING LOTS	\$ 72,000.00	\$ 71,430.00	\$ 570.00
ROOF REPAIR-PRESTIWICK	\$ 76,000.00	\$ 70,394.00	\$ 5,606.00
TECH SWITCHES ACCESS PTS	\$ 1,810,000.00	\$ 1,778,399.03	\$ 31,600.97
TECHNOLOGY IPADS/COMPUTERS	\$ 557,480.00	\$ 554,280.00	\$ 3,200.00
TRANSP FAC ESC TESTING	\$ 13,470.00	\$ 11,000.00	\$ 2,470.00
WINDOW TREATMENT	\$ 3,100.00	\$ 2,955.00	\$ 145.00
ZELLARS FIBER	\$ 23,350.00	\$ 23,000.00	\$ 350.00
	<b>\$ 3,732,134.00</b>	<b>\$ 2,920,523.28</b>	<b>\$ 811,610.72</b>

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# Board Agenda Item

Little Elm Independent School District  
400 Lobo Lane  
Little Elm, Texas 75068

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Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
06-24-2024	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>LITTLE ELM ISD EXPENDITURES OVER \$100,000 SUMMARY REPORT</b>				
<b>Presenter or Contact Person:</b>	Shay Adams, Assistant Superintendent for Business & Finance				
<b>Policy/Code:</b>	CH (LOCAL) Purchasing and Acquisition				
<b>Strategic Plan Goal:</b>	Ensuring Fiscal Health and Sustainability				
<b>Summary:</b>	Allows LEISD to purchase products or services valued over \$100,000 (listed on attachment) which have been properly purchased through statutorily authorized methods.				
<b>Financial Implications:</b>	See attached spreadsheet of expenditures and summary of services.				
<b>Attachments:</b>	Little Elm ISD Expenditures Over \$100,000 Summary Report for Approval				
<b>Recommendation:</b>	<b>The Administration recommends approval of the Little Elm ISD Expenditures Over \$100,000 Summary Report as submitted.</b>				
<b>Motion:</b>	<b>I move that the Board approve the Little Elm ISD Expenditures Over \$100,000 Summary Report dated June 24, 2024 as submitted.</b>				

Little Elm ISD Expenditures Over \$100,000 Summary Report for Approval

Board Meeting Date: June 24, 2024										
Ref #	Vendor Name	Department	Status (New, Renewal, Vendor Change)	Prior Year Contract Amount	Change/Renewal Amount	Change/Purchase Amount	Effective Date	Expiration Date	Description	Administrator
1	Great Minds	Curriculum	New	\$0	\$0	\$113,823	6/25/2024	8/31/2025	Purchase of Eureka Math. Eureka Math® is a math program designed to advance equity in the math classroom by helping students build enduring math knowledge. Pre-Module diagnostic, formative, and summative assessments provide teachers comprehensive visibility into student learning. Eureka Math in Sync® offers video lessons and assignments for continuous learning so students can build knowledge if they—or the teacher—have to take time away from class. Eureka Math Digital Suite provides an interactive digital version of the curriculum as well as the Teach Eureka video series that include over 18 hours of professional development videos that help educators prepare to teach with Eureka Math.	Dr. Penny Tramel
2	Longhorn Mechanical Inc.	Child Nutrition	Renewal	\$280,000	\$300,000	\$20,000	7/1/2024	6/30/2025	Contracted services for maintenance and repair of child nutrition equipment and machines. Contracted amount not to exceed (NTE) \$300,000.	105 Michael Meador
3	Savvas Learning Company	Curriculum	New	\$0	\$0	\$786,763	6/25/2024	8/31/2028	Purchase of science adoption materials: Experience Chemistry™, a phenomena-based chemistry program that gets students to investigate real, compelling observances in the natural world through the science of doing. Experience Physics- a Modern physics curriculum organizes learning around phenomena by engaging students with authentic, real-world experiences. Hands-on and digital activities connect to and excite each learner. Experience Science - Where Wonder and Science Connect — The Experience Science™ 5E curriculum makes it easy for teachers to fit science into their week using short, station-based lessons. This dynamic program brings science concepts to life with motivating and interactive experiences for today’s classroom. Miller & Levine Biology is the best-selling blended biology program that immerses students in inquiry, so they think, investigate, and talk about biology. A wide array of support resources fosters engagement and success in the class.	Dr. Penny Tramel

Little Elm ISD Expenditures Over \$100,000 Summary Report for Approval

Board Meeting Date: June 24, 2024

Ref #	Vendor Name	Department	Status (New, Renewal, Vendor Change)	Prior Year Contract Amount	Change/Renewal Amount	Change/Purchase Amount	Effective Date	Expiration Date	Description	Administrator
4	Student Transportation of America dba Goldstar Transit, Inc.	Operational Services	Renewal	\$3,726,974	\$3,909,596	\$182,622	8/1/2024	7/31/2025	Little Elm ISD outsources transportation services with Goldstar Transit, Inc. The LEISD Administration is requesting an amendment to the contract for the 2024-25 school year. In accordance with Section 16f of the LEISD agreement with Goldstar Transit, Inc, requested increases in rates are based on the Dallas-Fort Worth Consumer Price Index, All Urban Consumers, for the twelve-month period ending in March for that year. Section 16a stipulates that in no event shall the increase be less than three percent (3%) and no greater than six percent (6%). If the CPI-U is below 3%, then the rate increase will be 3%. The CPI-U for the 2024-25 school year is four and nine tenths percent (4.9%) according to the Dallas-Fort Worth, All Urban Consumers, CPI-U based on the report period ending March 2024.	Michael Meador

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# Board Agenda Item

Little Elm Independent School District  
400 Lobo Lane  
Little Elm, Texas 75068

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Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
06-24-2024	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>LITTLE ELM ISD INTERLOCAL SUMMARY REPORT</b>				
<b>Presenter or Contact Person:</b>	Shay Adams, Assistant Superintendent for Business & Finance				
<b>Policy/Code:</b>	GRB (LEGAL)				
<b>Strategic Plan Goal:</b>	Ensuring Fiscal Health and Sustainability				
<b>Summary:</b>	Allows LEISD to purchase products or services from other governmental entities (listed on attachment) which have been properly awarded contracts through statutorily authorized methods.				
<b>Financial Implications:</b>	See attached summary report.				
<b>Attachments:</b>	Little Elm ISD Interlocal Summary Report for Approval				
<b>Recommendation:</b>	<b>The Administration recommends approval of the Little Elm ISD Interlocal Summary Report as submitted.</b>				
<b>Motion:</b>	<b>I move that the Board approve the Little Elm ISD Interlocal Summary Report dated June 24, 2024 as submitted.</b>				

Little Elm ISD Interlocal Summary Report for Approval

Board Meeting Date June 24, 2024

Ref #	Vendor Name	Department	Status (New, Renewal, Vendor Change)	Prior Year Contract Amount	Renewal Amount	Purchase Amount/Change	Effective Date	Expiration Date	Description	Administrator
1	City of Oak Point	Safety & Security	Renewal	\$90,254	\$97,067	\$6,812	8/1/2024	7/31/2025	Memorandum of Understanding (MOU) between Little Elm ISD and City of Oak Point for School Resource Officer (SRO) services.	Donnie Bartlett
2	City of The Colony	Safety & Security	Renewal	\$274,268.00	\$206,524.00	(\$67,744)	8/1/2024	7/31/2025	Memorandum of Understanding (MOU) between Little Elm ISD and the City of The Colony for School Resource Officer (SRO) services.	Donnie Bartlett
3	Denton ISD North Texas Adult Education and Literacy (NTAEL) Program	Curriculum & Learning	Renewal	\$0.00	\$0.00	\$0	7/1/2024	6/30/2029	Denton ISD NTAEL and Little Elm ISD will partner to provide training, contextualized instruction, and case management to individuals registered and eligible for adult education services under Texas Workforce Commission. Adult Education policy and guidelines with the ultimate goal of supporting participants' success in attaining an industry recognized credential as an entry way into medical careers in Texas.	Penny Tramel
4	ESC Region 10	Business & Finance Services	New	N/A	N/A	TBD	7/1/2024	6/30/2025	ESC Region 10 to provide as needed goods/materials, support services and professional development.	Shay Adams
5	ESC Region 11	Business & Finance Services	New	N/A	N/A	TBD	7/1/2024	6/30/2025	ESC Region 11 to provide as needed goods/materials, support services and professional development.	Shay Adams



Little Elm ISD Interlocal Summary Report for Approval

Board Meeting Date June 24, 2024

Ref #	Vendor Name	Department	Status (New, Renewal, Vendor Change)	Prior Year Contract Amount	Renewal Amount	Purchase Amount/Change	Effective Date	Expiration Date	Description	Administrator
6	ESC Region 11	Business & Finance Services	Renewal	\$144,670.83	\$146,753.43	\$2,082.60	9/1/2024	8/31/2025	Little Elm ISD to purchase products or services by purchase order, contract, agreement or other appropriate legal method from Region 11 ESC. This is for District Wide contracts with Region 11 ESC which includes ASCENDER (Financial System), Eduphoria, Instructional Solutions and Support, Management Information Systems Software and Support Services, Technology Resources Education (TREC), Technology Services, TSDS (PEIMS, TIMS, UID, Core Collections), and TxTracts. The change from last year to this year is due to not renewing the TEKS Resource System.	Shay Adams
7	Town of Little Elm	Safety & Security	Renewal	\$771,054	\$819,025	\$47,970.85	7/1/2024	6/30/2025	Memorandum of Understanding (MOU) between Little Elm ISD and the Town of Little Elm for School Resource Officer (SRO) services.	Donnie Bartlett

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# Board Agenda Item

Little Elm Independent School District  
3400 Lobo Lane  
Little Elm, Texas 75068

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Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Discussion Item
06-24-2024	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>REQUEST FOR PROPOSAL #2019-002 FOOD CATERING SERVICES</b>				
<b>Presenter or Contact Person:</b>	Shay Adams, Assistant Superintendent for Business & Finance Services				
<b>Policy/Code:</b>	CH (LEGAL)				
<b>Summary:</b>	The Food Catering Services RFP results/recommendations for monthly approval.				
<b>Financial Implications:</b>	N/A				
<b>Attachments:</b>	RFP #2019-002 vendor list				
<b>Recommendation:</b>	<b>The Administration recommends approval of the vendors for Food Catering Services as submitted.</b>				
<b>Motion:</b>	<b>I move that the Board approve the list of Food Catering Services vendors dated June 24, 2024 as submitted.</b>				

**RFP #2019-002**

**FOOD CATERING SERVICES**

**Awarded: 3/25/19**

Company Name

RUDY'S

TEXAS ICE CREAM

SWEET MEMORIES

SCHOLTZSKY'S- LITTLE ELM

JASON'S DELI

WATER'S EDGE

JOE'S PIZZA

T TATE'S WORLD FAMOUS (BBQ)

**Awarded: 4/15/19**

Company Name

HARD SUN INC. dba PRAIRIE HOUSE RESTAURANT

TEXAS A-DUBB INC. dba CHICK-FIL-A (FRISCO LAKES)

UNITED SUPERMARKETS, LLC. dba MARKET STREET

**Awarded: 5/20/19**

Company Name

ROVIN, INC. dba BABE'S CHICKEN DINNER HOUSE

**Awarded: 6/17/19**

Company Name

MESA'S MEXICAN GRILL

**Awarded: 7/29/19**

Company Name

CICI'S PIZZA

**Awarded: 7/29/19**

Company Name

LONESTAR DONUT LLC dba HURTS DONUT COMPANY

**Awarded: 10/21/19**

Company Name

SWEET T CUISINE

**Awarded: 2/17/2020**

Company Name

ADDISON CATERING COMPANY, INC.

**Awarded: 9/21/2020**

Company Name

ROSA'S CAFÉ & TORTILLA FACTORY, LTD.

**Awarded: 2/22/2021**

Company Name

COURT'S COOKIE CO.

**Awarded: 8/23/2021**

Company Name

WB's KITCHEN + CATERING

**Awarded: 9/20/2021**

Company Name

HUSHER T. CALHOUN DBA CALHOUN'S COUNTRY SMOKE

**Awarded: 10/18/2021**

Company Name

MI LUNA GREAT TEX MEX

**Awarded: 11/15/2021**

Company Name

DANIEL FRANK WERNER DBA KONA BY THE LAKE LLC

**Awarded: 6/20/2022**

Company Name

BABAK-ARASH LLC dba CINNAHOLIC (FRISCO LOCATION)

TOP TWO INVESTMENTS LLC dba KONA ICE ROCKS

MEAT & THREE, LLC dba NORMA'S CAFE

COMMUNITY COFFEE COMPANY, L.L.C

4RACE LLC dba PALIO'S PIZZA CAFÉ

**Awarded: 10/17/2022**

Company Name

MOJOJOJO INCORPORATED DBA DICKEY BARBEQUE – 0426

**Awarded: 5/15/2023**

Company Name

BIG STAR ICE FRISCO, LLC DBA JEREMIAH'S OF FRISCO

**Awarded: 6/26/2023**

Company Name

CRIMSON COWARD TX

**Awarded: 7/24/2023**

Company Name

PRESTON ROAD COMPADRES LTD dba LA HACIENDA RANCH

**Awarded: 11/27/2023**

Company Name

CLARK BAKERY FRISCO dba BATCH BAKERY

**Awarded: 05/20/2024**

Company Name

CHUY'S OPCO, INC dba CHUY'S

**Awarded: 06/24/2024**

Company Name

TENDER SMOKEHOUSE 4, INC.

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# Board Agenda Item

Little Elm Independent School District  
400 Lobo Lane  
Little Elm, Texas 75068

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Board Mtg. Date <b>06-24-2024</b>	<b>Reports of the Superintendent</b> <input type="checkbox"/>	<b>Action Item</b> <input type="checkbox"/>	<b>Consent Agenda</b> <input checked="" type="checkbox"/>	<b>Reports, Routine Monthly</b> <input type="checkbox"/>	<b>Other</b> <input type="checkbox"/>
<b>Subject:</b>	<b>TERMINATION OF DEVELOPMENT AGREEMENT WITH THE TOWN OF LAKEWOOD VILLAGE AND CCD-LWV, LLC</b>				
<b>Presenter or Contact Person:</b>	Mickey James, Executive Director of Construction				
<b>Policy/Code:</b>	CDB (LOCAL)				
<b>Strategic Plan Goal:</b>	To ensure fiscal health & sustainability.				
<b>Summary:</b>	<p>Consider approval of the Termination of Development Agreement with the Town of Lakewood Village and CCD-LWV, LLC.</p> <p>Per Elisabeth Nelson of Walsh Gallegos</p> <p>This development agreement was tied to LEISD's land swap for real property in Lakewood Village. The developer at that time wanted an agreement with the Town, but LEISD was under contract to exchange LEISD land for a portion of the developer's land. All rights of LEISD under the agreement inured to the benefit of the prior developer upon the prior developer taking title to the LEISD property in the swap. In addition, the agreement stated that after three years any development would be subject to the then-current applicable regulations (it has been more than three years). Therefore, I do not think the prior agreement serves Little Elm ISD and can be terminated.</p>				
<b>Financial Implications:</b>	None				
<b>Attachments:</b>	Termination Agreement				

**Recommendation:** The Administration recommends the approval to terminate the development agreement with the Town of Lakewood Village and CCD-LWV, LLC as presented, and to authorize the Superintendent to sign the termination instrument.

**Motion:** I move that the Board approve to terminate the development agreement with the Town of Lakewood Village and CCD-LWV, LLC as presented, and to authorize the Superintendent to sign the termination instrument.



## **TERMINATION OF DEVELOPMENT AGREEMENT**

STATE OF TEXAS           §  
                                     §  
COUNTY OF DENTON     §


**KNOW ALL PERSONS BY THESE PRESENTS:**

For Ten Dollars (\$10.00) and other good and valuable consideration, the undersigned, being all of the parties to that certain agreement between the Town of Lakewood Village, Texas, a general law municipality located in Denton County, Texas, Little Elm Independent School District, a Texas independent school district and Sam Hill Venture, a Texas joint venture ("SHV") dated November 18, 2020, as assigned by SHV to First Texas Homes, Inc., a Texas corporation ("FTH") by that certain Assignment of Development Agreement dated September 28, 2021, filed for record on December 21, 2021, under Instrument Number 2021-230302, of the Official Public Records of Denton County, Texas, and as further assigned by FTH to CCD – LWV, LLC, a Texas limited liability company ("CCD") by that certain Assignment of Development dated May 12, 2023, filed for record on July 5, 2023, under Instrument Number 2023-70503, of the Official Public Records of Denton County, Texas (collectively, the "Development Agreement"), do hereby terminate the Development Agreement and acknowledge and agree that the Development Agreement is of no further force or effect.

*[Remainder of page intentionally left blank, signature pages follow]*


EXECUTED and effective as of the \_\_\_\_, date \_\_\_\_, 2023.

**TOWN OF LAKEWOOD VILLAGE,**  
a Texas municipality

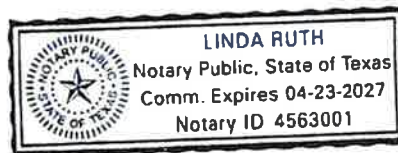
By:   
Name: DR. MARK E. VARGUS  
Title: MAYOR

STATE OF TEXAS       §  
                                  §  
COUNTY OF DENTON   §

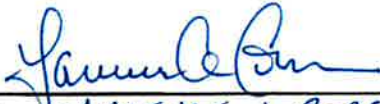
This instrument was acknowledged before me on the 30 day of November, 2023, by Dr. Mark E. Vargus, Mayor of the Town of Lakewood Village, a Texas municipality, on behalf of said municipality.

  
Notary Public, State of Texas

[seal]

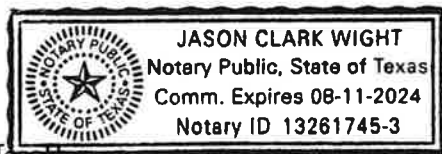


CCD – LWV, LLC,  
a Texas limited liability company

By:   
Name: LAWRENCE A. CORSON  
Co-President

STATE OF TEXAS       §  
                                  §  
COUNTY OF Dallas   §

This instrument was acknowledged before me on the 6 day of December, 2023, by Lawrence A. Corson, Co-President of CCD – LWV, LLC, a Texas limited liability company, on behalf of said company.



[Seal]

  
Notary Public, State of Texas

**LITTLE ELM INDEPENDENT SCHOOL DISTRICT,**  
a Texas independent school district

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

STATE OF TEXAS           §  
                                     §  
COUNTY OF DENTON    §

          This instrument was acknowledged before me on the \_\_\_\_ day of \_\_\_\_\_, 2024, by  
\_\_\_\_\_, \_\_\_\_\_ of the Little Elm Independent School  
District, a Texas independent school district, on behalf of said school district.

\_\_\_\_\_  
Notary Public, State of Texas

[seal]