



**Little Elm ISD**

**Regular Meeting**

**Monday, March 23, 2020 6:00 PM**

# 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 March 23, 2020, beginning at 6:00 PM in the Zellars Center for Learning and Leadership.

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. The Board will recess into Closed Meeting in PL1 at Zellars Center for Learning and Leadership as permitted by the Texas Open Meetings Act Code Subchapter 551.072 and 551.074. The Board and Superintendent will discuss:
  - A. Personnel
  - B. Land
2. Call to Order Open Session in the Board Room at Zellars Center for Learning and Leadership on 300 Lobo Lane, Little Elm, Texas 75068.
3. Pledge of Allegiance
4. Invocation
5. Introduction and Roll Call
6. Superintendent Spotlight
7. Citizen Input

Audience participation shall be permitted at regular Board meetings and shall be limited to the public comment portion designated for that purpose
8. Reports of the Superintendent
  - A. Update: LEISD Response to COVID-19 5  
Presenter: Dr. Cyndy A. Mika
9. Action Items
  - A. Consider Superintendent's Contract 6  
Presenter: David Montemayor
  - B. Consider Resolution Regarding Delegation of Authority During the COVID-19 17  
Emergency  
Presenter: Daniel Gallagher
  - C. Consider Resolution to Postpone May 2nd 2020 Election to November 3rd 21  
2020  
Presenter: Daniel Gallagher
  - D. Consider Possible Action to Order Election to Authorize Board to Address 24  
Excess Local Property Tax Wealth Pursuant to Chapter 49 of The Texas

Education Code  
Presenter: Grant Anderson

10. Consent Agenda
  - A. Consider Proposed Policy Change - DNA (LOCAL) 26  
Presenter: Dr. Chad Teague
  - B. Consider General Fund FTEs for the 20-21 School Year 27  
Presenter: Dr. Chad Teague
  - C. Consider Teacher and Other Professional Contract Recommendations and Letters of Reasonable Assurance 29  
Presenter: Dr. Chad Teague
  - D. Consider Allotment and TEKS Certification, 2020-2021 30  
Presenter: Dr. Cyndy A. Mika
  - E. Consider Financial Reports 31  
Presenter: Grant Anderson
  - F. Consider Little Elm ISD Expenditures over \$50,000 Summary Report 63  
Presenter: Grant Anderson
  - G. Consider Gifts and Donations 66  
Presenter: Grant Anderson
  - H. Consider 2019/20 Capital Outlay Projects 68  
Presenter: Rod Reeves
  - I. Consider Little Elm ISD 2020 Roof Management Program 70  
Presenter: Rod Reeves
  - J. Consider Professional Services Proposal from Corgan 72  
Presenter: Rick Martin
  - K. Consider Professional Services Proposal from HKS, Inc. 74  
Presenter: Rick Martin
11. Board President Comments  
Presenter: David Montemayor
12. Board Comments
13. Superintendent Comments
14. Adjournment
15. The Board will recess into Closed Meeting in PL1 as permitted by the Texas Open Meetings Act Code Subchapter 551.072, and 551.074. The Board and Superintendent will discuss:
  - A. Personnel
  - B. Land

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

300 Lobo Lane

Little Elm, Texas 75068

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Board Mtg. Date <b>3-23-2020</b>	<b>Reports of the Superintendent</b> <input checked="" type="checkbox"/>	<b>Action Item</b> <input 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>UPDATE: LEISD RESPONSE TO COVID-19</b>				
<b>Presenter or Contact Person:</b>	Dr. Cyndy A. Mika, Assistant Superintendent for Curriculum and Learning Services				
<b>Policy/Code:</b>	N/A				
<b>Strategic Plan Goal:</b>	We will engage each student in learning experiences that increase student growth and achievement.				
<b>Summary:</b>	A report will be provided on LEISD's response to COVID-19				
<b>Financial Implications:</b>	There is no financial impact to the budget.				
<b>Attachments:</b>	N/A				
<b>Recommendation:</b>	<b>Item is for informational purposes only. No recommendation is necessary.</b>				
<b>Motion:</b>	<b>Item is for informational 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>03-23-2020</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>SUPERINTENDENT'S CONTRACT</b>				
<b>Presenter or Contact Person:</b>	David Montemayor, President Little Elm ISD Board of Trustees				
<b>Policy/Code:</b>	BJC (LEGAL)				
<b>Summary:</b>	Superintendent's Contract				
<b>Financial Implications:</b>					
<b>Attachments:</b>	Superintendent's Contract				
<b>Recommendation:</b>	<b>The Board President recommends approval of the superintendent's contract as submitted.</b>				
<b>Motion:</b>	<b>"I move that the Board approve the superintendent's contract as submitted."</b>				

# **LITTLE ELM INDEPENDENT SCHOOL DISTRICT SUPERINTENDENT EMPLOYMENT CONTRACT**

This Superintendent Employment Contract ("Contract") is made and entered into by and between the Board of Trustees (the "Board") of the LITTLE ELM INDEPENDENT SCHOOL DISTRICT (the "District") and DANIEL GALLAGHER (the "Superintendent").

NOW, THEREFORE, the Board and the Superintendent, for and in consideration of the terms hereinafter established and pursuant to Sections 11.201(b) and Chapter 21, Subchapter E of the Texas Education Code, do hereby agree as follows:

## **I. Term.**

- 1.1 The Board, by and on behalf of the District, does hereby employ the Superintendent, and the Superintendent does hereby accept employment as Superintendent of Schools for the District on a twelve-month basis per school year for a term of five (5) years, commencing on March 23, 2020 and ending on March 23, 2025. The District may, by action of the Board, and with the consent and approval of the Superintendent, extend the term of this Contract.
- 1.2 The Board has not adopted any policy, rule, regulation, law, or practice for tenure. No right of tenure is created by this Contract. No property interest, express or implied, is created in continued employment beyond the term of this Contract.

## **II. Employment.**

- 2.1 **Duties.** The Superintendent is the educational leader and chief executive of the district and shall faithfully perform the duties of the Superintendent of Schools for the District, as prescribed by Texas law and in the adopted job description and as may be assigned by action of the Board, and shall comply with all Board directives, state and federal law, district policy, rules, and regulations as they exist or may hereafter be amended. The Superintendent shall perform the duties of the Superintendent of Schools for the District with reasonable care, diligence, skill, and expertise and shall devote substantially all of his time, skill, labor, and attention to his employment and the performance of these duties during the term of this term contract.
- 2.2 **Professional Certification and Records.** The Superintendent shall at all times during employment by the District hold and maintain a valid certificate required of a superintendent by the State of Texas and issued by the Texas Education Agency or the State Board of Educator Certification and all other certificates required by law. The Superintendent also shall provide evidence of educational attainment, degrees earned, previous professional experience and other records required for the personnel files of the District. If the Superintendent's certification expires, is canceled, or is revoked, this Contract is void.
- 2.3 **Reassignment.** The Superintendent is employed specifically and solely to perform the duties of Superintendent of Schools for the District and may not be reassigned from the position of superintendent to another position in the District except by mutual written agreement of the parties.

- 2.4 **Board Meetings.** The Superintendent shall attend and shall be permitted to attend all meetings of the Board, both public and closed, with the exception of those closed meetings devoted to the consideration of any action or lack of action on the Superintendent's employment, or the Superintendent's salary and benefits, or the Superintendent's performance and/or evaluation, or when the Board is acting in its capacity as a tribunal, or to consider interpersonal relationships between individual Board members.
- 2.5 **Criticisms, Complaints, and Suggestions.** The Board, individually and collectively, shall refer all substantive complaints from staff and/or third parties to the Superintendent for review and appropriate action. The Superintendent will refer such matter(s) to the appropriate District employee for investigation or investigate such matter(s) and inform the entire Board of the results of such action or, refer such matter(s) to the appropriate complaint resolution procedure as established by District Board policies. Substantive complaint include, without limitation, allegations of possible wrongdoing by staff and/or students, complaints of possible criminal behavior by staff and/or students, and complaints about personnel that, if true, would require action by the Superintendent and/or administration. Provided, however, nothing herein shall be construed to prevent the right of a District employee to communicate directly with a Board member pursuant to Board policy. The Board retains the right to investigate complaints about the Superintendent. The Superintendent shall refer all substantive complaints from staff and/or third parties regarding a Board member to the Board President for review and action. If the complaint is about the Board President, then the Superintendent shall refer the complaint to the next most senior non-implicated Board officer or, if necessary, Board member.
- 2.6 **Nepotism.** With the exception of any individuals already employed for the statutorily-allowed time periods by the District as of the date of this Contract, the District will not employ, and the Superintendent will not recommend for employment, any individual related to the Superintendent within any prohibited degree under the Texas nepotism law, regardless of whether or not the nepotism law applies to the Superintendent.
- 2.7 **Outside Consultant Activities.** The Superintendent may serve as a consultant or undertake speaking engagements, writing, teaching or other professional duties and obligations outside the District (referred to collectively herein as "Consulting Services") that do not conflict or interfere with the Superintendent's professional responsibilities to the District. The Superintendent may accept a reimbursement of expenses for such Consulting Services at no expense to the District. Consulting Services provided by the Superintendent under the terms and conditions of this paragraph must be consistent with state and federal law. During the term of this Contract, the Superintendent will not provide any Consulting Services for a financial benefit, engage in any consulting activities for a fee, or engage in any outside employment for any business entity that conducts or solicits business with the District. Any financial benefit received by the Superintendent for performing Consulting Services for any other entity must receive prior Board approval, on a case-by-case basis, in an open meeting. The Superintendent will comply with all federal and state laws and regulations and District policies, rules and regulations regarding conflict of interest and fraud as they exist or may hereafter be amended or adopted during the term of this Contract. Any such Consulting Services shall not conflict or interfere with the Superintendent's professional responsibilities to the District and shall be performed during the work days only to the extent that the Superintendent has available vacation or personal leave days to cover his absences. The Board has sole authority to



determine whether the Consulting Services conflict with the Superintendent's duties to the District.

- 2.8 **Residence.** While the Superintendent is employed as Superintendent of Schools of the District, he will reside within the boundaries of the District.

**III. Representations.** The Superintendent makes the following representations:

- 3.1 **Beginning of Contract.** The Superintendent represents that he has made written disclosure to the Board of any conviction for a felony or for any offense involving moral turpitude. At the beginning of this Contract, and at any time during this Contract, the Superintendent specifically agrees to submit to a review of his national criminal history record information (NCHRJ) if required by the District, TEA, or SBEC. The Superintendent understands that a criminal history record acceptable to the Board, at its sole discretion, is a condition precedent to this Contract.
- 3.2 **During Contract.** The Superintendent also agrees that, during the term of this Contract, the Superintendent will notify the Board in writing of any arrest or of any indictment, conviction, no contest or guilty plea, or other adjudication of the Superintendent for any class B misdemeanor or greater. The Superintendent agrees to provide such notification in writing within seven (7) calendar days of the event.

**IV. Compensation and Benefits.**

- 4.1 **Salary.** The District shall provide the Superintendent with an annual salary, the amount of which shall be approved in the annual budget. This annual salary shall be paid to the Superintendent in equal installments consistent with the Board's policies. This Contract begins before the adoption of the next budget and the annual base salary shall be in the sum of TWO HUNDRED TEN THOUSAND AND NO/100 DOLLARS (\$210,000.00).
- 4.1.1 **Salary Adjustments.** At any time during the term of this Contract, the Board may, in its discretion, review and adjust the salary of the Superintendent, but in no event shall the Superintendent be paid less than the salary set forth in Section 4.1 of this Contract.
- 4.2 **Benefits.** The District shall provide benefits to the Superintendent in addition to the benefits expressly set forth herein as provided by state law and Board policies. The Board reserves the right to amend its policies at any time during the term of this Contract to reduce or increase these additional benefits, at the Board's sole discretion. Any modifications to the benefits expressly set forth herein must be by written agreement of the undersigned parties.
- 4.3 **Expense Benefits for Travel Outside of District.** The District shall pay or reimburse the Superintendent for reasonable expenses incurred by the Superintendent in the continuing performance of the Superintendent's duties under this Contract. The District agrees to pay actual and incidental costs reasonably incurred by the Superintendent in the continuing performance of the Superintendent's duties under this Contract; such costs may include, but are not limited to gasoline, hotels and accommodations, meals, rental car, and other expenses incurred in the performance of the business of the District. The Superintendent shall comply with all procedures and documentation requirements in accordance with

Board and District policies.

- 4.4 **Insurance Benefits.** The District shall pay the premiums for health, hospitalization, and dental insurance for the Superintendent pursuant to the group health plan provided by the District for its twelve-month administrative employees.
- 4.5 **Vacation, Holidays, and Leave Benefits.** The Superintendent may take, at the Superintendent's choice, ten (10) days of vacation authorized by policies adopted by the Board for administrative employees on twelve-month contracts, the days to be in a single period or at different times. The vacation days taken by the Superintendent will be taken at such time or times as will least interfere with the performance of the Superintendent's duties as set forth in this Contract. Accrued but unused vacation days, up to a maximum of 10 days annually, shall accumulate and carry forward from year to year during the term of this Contract. At the sole option of the Superintendent, either at the end of each year of the term of this Contract, at retirement, or when the Contract is terminated, either voluntarily or involuntarily, the District shall pay in a lump sum to the Superintendent any accrued but unused vacation, state and/or local leave days at the Superintendent's daily rate of pay as of the payment date, calculated by dividing the salary in section 4.1 by 226. The Superintendent shall observe the same legal holidays provided by Board policies for administrative employees on twelve-month contracts. The Superintendent is hereby granted the same sick, non-duty and personal leave benefits as authorized by Board policies for administrative employees on twelve-month contracts.
- 4.6 **Professional Growth Benefits.** The Superintendent shall devote the Superintendent's time, attention, and energy to the direction, administration, and supervision of the District. The Board, however, encourages the continued professional growth of the Superintendent through the Superintendent's active attendance and participation in appropriate professional meetings at the local, regional, state, and national levels. The Board shall encourage the use of data and information sources and shall encourage the participation of the Superintendent in pertinent education seminars and courses offered by public or private institutions or by educational associations, as well as the participation in informational meetings with those individuals whose particular skills, expertise, or backgrounds would serve to improve the capacity of the Superintendent to perform the Superintendent's professional responsibilities for the District. In its encouragement of the Superintendent to grow professionally, the Board shall permit a reasonable amount of release time for the Superintendent, as the Superintendent and Board deem appropriate, to attend such seminars, course(s), or meetings. The District shall pay the Superintendent's membership dues to the Texas Association of School Administrators, and one other professional organization as well as other memberships approved by the Board necessary to maintain and improve the Superintendent's professional skills. The District shall bear the reasonable costs and expenses for such attendance and membership.
- 4.7 **Civic Activities Benefits.** The Board encourages the Superintendent to become a member of and participate in community and civic affairs, including the chamber of commerce, civic clubs, governmental committees, and educational organizations. The Board concludes that such participation will serve a legitimate purpose related to the educational mission of the District. The Superintendent may hold offices or accept responsibilities in these professional organizations, provided that such responsibilities do not interfere with the performance of his duties as Superintendent. Prior to engaging in these activities, the

Superintendent will notify the Board in writing of the activity. The Board will notify the Superintendent if it believes the activity presents a conflict or interferes with the performance of his duties as Superintendent. The District shall pay to the Superintendent a monthly allowance of one hundred and no/100 dollars (\$100.00) to be used for Civic activities.

4.8 **Laptop Computer and Internet Service.** The District shall provide the Superintendent with a laptop computer for both professional and personal use, at the sole expense of the District. The Superintendent may, in the Superintendent's discretion, purchase a new replacement laptop computer every two years during the term of this Contract for the advantages offered by the then current laptop computer technology.

4.9 **Texas Teacher Retirement System.** As supplemental salary for performance of Superintendent duties, the District shall pay Superintendent an amount equal to the Superintendent's portion of the monthly contribution to the Texas Teacher Retirement System ("TRS") (both retirement and TRS Care portions) in the percentage amount required by the TRS for the account of the Superintendent. This additional salary supplement for services rendered as Superintendent shall be paid to the Superintendent by regular monthly payroll installments and shall be reported as creditable compensation to TRS.

## **V. Superintendent Evaluation, Board Meetings, Complaints, Indemnification, Outside Employment and Residence.**

### **5.1 Superintendent Evaluation.**

5.1.1 **Development of Goals.** The Superintendent shall submit to the Board a preliminary list of goals for the District each year for the Board's consideration and adoption. The Superintendent and the Board shall then meet, and the Board shall approve or revise the list of goals. The Superintendent shall submit to the Board for its approval a plan to implement the goals. The Superintendent and the Board shall meet biannually to assess the goals and may adjust or revise the goals either by action of the Board or upon recommendation of the Superintendent and approval of the Board. The goals approved by the Board shall at all times be reduced to writing ("District Goals") and shall be among the criteria on which the Superintendent's performance is reviewed and evaluated. The District Goals approved by the Board shall be specific, definitive and measurable, to the extent feasible. The Board agrees to work with and support the Superintendent in achieving the District Goals.

5.1.2 **Time and Basis of Evaluation.** The Board shall evaluate and assess in writing the performance of the Superintendent at least once each contract year during the term of this Contract. The evaluation and assessment shall be reasonably related to the duties of the Superintendent, as outlined in the Superintendent's job description and shall be based on the District's progress towards accomplishing the District Goals.

5.1.3 **Confidentiality.** Unless the Superintendent expressly requests otherwise in writing, the evaluation of the Superintendent shall at all times be conducted in executive session of the Board and shall be considered confidential. Nothing herein shall prohibit the Board or the Superintendent from sharing the content of the Superintendent's evaluation with their respective legal counsel.

**5.1.4 Evaluation Format and Procedure.** The evaluation format and procedure shall be in accordance with the Board's policies and state and federal law. In the event that the Board determines that the performance of the Superintendent is unsatisfactory in any respect, it shall describe in writing, in reasonable detail, specific instances of unsatisfactory performance. The evaluation shall include recommendations as to areas of improvement in all instances where the Board deems performance to be unsatisfactory. A copy of the written evaluation shall be delivered to the Superintendent. The Superintendent shall have the right to make a written response to the evaluation within thirty (30) days of receipt of the written evaluation from the board. The Board shall devote a portion of, or all of, one executive session annually to a discussion of the working relationship between the Superintendent and the Board. In the event the Board deems that the evaluation instrument, format, and/or procedure is to be modified by the Board and such modifications would require new or different performance expectations, the Superintendent shall be provided a reasonable period of time to demonstrate such expected performance before being evaluated.

**5.2 Indemnification.** The District shall indemnify, defend, and hold the Superintendent harmless regarding any claims; demands, duties, actions or other legal proceedings against the Superintendent, or damages incurred by the Superintendent, including court costs and reasonable attorney's fees, in his individual or official capacity for any act or failure to act involving the exercise of judgment and discretion within the normal course and scope of his duties as Superintendent of the District, to the extent and to the limits permitted by law. This paragraph does not apply if the Superintendent is found by a court of competent jurisdiction to have materially breached this Contract, to have acted with gross negligence or with intent to violate a person's clearly established legal rights, or to have engaged in official misconduct or criminal conduct, nor does it apply to criminal investigations. The District may, at its discretion, fulfill its obligation under this paragraph by purchasing appropriate insurance coverage for the benefit of the Superintendent or by including the Superintendent as a covered party under any contract providing errors and omissions insurance coverage purchased for the protection of the Board and the professional employees of the District. The Board may retain attorneys to represent the Superintendent in any proceeding for which he could seek indemnification under this paragraph, to the extent that damages are recoverable or a defense is provided, under any such contract of insurance. The selection of Superintendent's legal counsel shall be with the mutual agreement of Superintendent and the District if such legal counsel is not also District's legal counsel. No individual member of the Board shall be personally liable for indemnifying and defending the Superintendent under this paragraph. The District's obligation under this paragraph shall survive termination of this Contract for qualifying acts or failures to act occurring during the term of this Contract or any extension thereof.

**5.2.1** The Board shall not be required to pay any costs of any legal proceedings in the event the Board and Superintendent are adverse parties to each other in any proceedings.

**5.2.2** During the Term of this Contract, the Superintendent shall fully cooperate with the District in the Defense of any and all demands, claims, suits, actions and legal proceedings brought against the District.

5.2.3 After termination of this Contract, the Superintendent agrees to provide reasonable assistance to and reasonably cooperate with the District, its Trustees, agents, and attorneys in response to, or in defense of, any demand, claim, complaint, suit, action or legal proceeding brought against the District, its Trustees, or agents, arising from any acts or events alleged to have occurred during the term of the Superintendent's employment with the District, at no additional expense to the District other than reimbursement for his documented reasonable and necessary out-of-pocket expenses, plus reimbursement of any salary lost by the Superintendent by virtue of his taking time off from his then current employment to assist the District at its request. If the Superintendent is not employed at that time, the District will compensate him at his daily rate, as defined in section 4.5. Requests for assistance from the Superintendent with respect to such matters shall be made through the Board of Trustees' President, any successor superintendent, and/or legal counsel for the District, and the amount to be reimbursed to the Superintendent shall be mutually agreed upon in advance.

## **VI. Termination, Nonrenewal, Suspension, Resignation of Contract.**

- 6.1 **Non-Renewal.** The Board may non-renew this Contract in conformance with the terms of Subchapter E, §21.201, et seq., Texas Education Code. In the event the Board does not renew this Contract, the Superintendent shall be afforded all the rights set forth in the Board's policies and state and federal law.
- 6.2 **Suspension.** In accordance with Texas Education Code Chapter 21, the Board may suspend the Superintendent without pay during the term of this Contract for good cause, as defined in Section 6.5 and determined by the Board.
- 6.3 **Termination by Mutual Agreement** This Contract may be terminated by the mutual agreement of the Superintendent and the Board in writing, upon such terms and conditions as may be mutually agreed upon.
- 6.4 **Termination by Retirement or Death.** This Contract shall be terminated upon the retirement or death of the Superintendent.
- 6.5 **Dismissal for Good Cause.** The Board may dismiss the Superintendent during the term of this Contract for good cause as that term is applied under Texas law, provided that the Superintendent shall be provided all procedural and substantive rights as set forth in the Board's Policies and applicable state and federal law. If the Superintendent chooses to engage the services of legal counsel to represent him in any such manner, he shall pay the costs thereof. The term "good cause" is defined as follows:
- 6.5.1 Failure to fulfill duties or responsibilities as set forth under the terms and conditions of this Contract;
- 6.5.2 Incompetence or inefficiency in the performance of required or assigned duties as documented by evaluations, supplemental memoranda, or other written communication; provided, however, the terms and conditions of this paragraph shall not justify good cause unless the Board has provided the Superintendent a reasonable opportunity to remediate any incompetency or inefficiency, unless

such issue is not capable of remediation;

- 6.5.3 Insubordination or failure to comply with lawful written Board directives;
- 6.5.4 Failure to comply with the Board's policies or the District's administrative regulations;
- 6.5.5 Neglect of duties;
- 6.5.6 Drunkenness or current excessive use of alcoholic beverages;
- 6.5.7 Illegal use of drugs, hallucinogens, or other substances regulated by the Texas Controlled Substances Act;
- 6.5.8 Conviction of a felony or crime involving moral turpitude;
- 6.5.9 Failure to meet the District's standards of professional conduct;
- 6.5.10 Failure to comply with reasonable District professional development requirements regarding advanced course work or professional development;
- 6.5.11 Disability, not otherwise protected by law, that impairs performance of the required duties of the Superintendent;
- 6.5.12 Immorality, which is conduct the Board determines, is not in conformity with the accepted moral standards of the community encompassed by the District. Immorality is not confined to sexual matters, but includes conduct inconsistent with rectitude or indicative of corruption, indecency, or depravity;
- 6.5.13 Assault on a Board member, employee, or student;
- 6.5.14 Knowingly falsifying records or documents related to the District's activities;
- 6.5.15 Misrepresentation of material facts to the Board or other District officials in the conduct of the District's business;
- 6.5.16 Failure to maintain or fulfill requirements for Superintendent certification;
- 6.5.17 Failure to fulfill the requirements of a deficiency plan under an Emergency Permit;
- 6.5.18 Any other reason constituting "good cause" under Texas Law.

## **VII. Miscellaneous.**

- 7.1 **Controlling Law.** This Contract shall be governed by the laws of the State of Texas and shall be performable in Denton County, Texas, unless otherwise provided by law.
- 7.2 **Complete Contract.** This Contract embodies the entire agreement between the parties hereto and cannot be varied except by written agreement of the parties, except as expressly provided herein. All existing agreements and contracts, both verbal and written, between the

parties hereto regarding the employment of the Superintendent have been superseded by this Contract, and this Contract constitutes the entire agreement between the parties, unless amended pursuant to the terms of this Contract.

- 7.3 **Notice.** Any notice required or permitted to be delivered hereunder shall be deemed to be delivered, whether or not actually received, when deposited in the United States Mail, postage pre-paid, certified mail, return receipt requested, addressed to either party, as the case may be, at the addresses contained herein.
- 7.4 **Conflicts.** In the event of any conflict between the terms, conditions, and provisions of this Contract and the provisions of the Board's policies, or any permissive state or federal law, then, unless otherwise prohibited by law, the terms of this Contract shall take precedence over the contrary provisions of the Board's policies or any such permissive law during the term of the Contract.
- 7.5 **Legal Representation.** Both Parties have been represented by legal counsel of their choice, or have had the opportunity to consult with legal counsel, in the negotiation and execution of this Contract.
- 7.6 **Savings Clause.** In the event any one or more of the provisions contained in this Contract shall, for any reason, be held to be invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability shall not affect any other provision thereof, and this Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
- 7.7 **Multiple Originals.** This Contract may be executed in two (2) originals, one for the Board and one for the Superintendent, each of which shall constitute but one and the same instrument.
- 7.8 **Notices.**

To Superintendent: The Superintendent agrees to keep a current address on file with the District's Human Resources office and the Board President. The Superintendent agrees that the Board may meet any legal obligation it has to give the Superintendent written notice regarding this Contract or the Superintendent's employment by hand-delivery, or by certified mail, regular mail, and/or express delivery service to the Superintendent's address of record.

To Board: The Board agrees that the Superintendent may meet any legal obligation to give the Board written notice regarding this Contract or the Superintendent's employment by providing one copy of the notice to the President of the Board and one copy to the Vice President of the Board. The Superintendent may provide such notices by hand delivery, or by certified mail, regular mail, and/or express delivery service, to the Board President and Vice President's addresses of record, as provided to the District.

[Signatures to follow]

EXECUTED at the City of Little Elm, County of Denton and State of Texas, this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, pursuant to action of the Board of Trustees at a meeting held  
on \_\_\_\_\_, 20\_\_\_\_, for which there was a properly posted agenda that included an item related to  
employment of a superintendent.

LITTLE ELM INDEPENDENT  
SCHOOL DISTRICT

By: \_\_\_\_\_  
David Montemayor  
President Board of Trustees

ATTEST:

\_\_\_\_\_  
Alex Flores  
Board Secretary

\_\_\_\_\_  
Daniel Gallagher  
Superintendent



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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>03-23-2020</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>RESOLUTION REGARDING DELEGATION OF AUTHORITY DURING THE COVID-19 EMERGENCY</b>				
<b>Presenter or Contact Person:</b>	Daniel Gallagher Superintendent, Little Elm ISD				
<b>Policy/Code:</b>					
<b>Summary:</b>	Resolution Regarding Delegation of Authority				
<b>Financial Implications:</b>					
<b>Attachments:</b>					
<b>Recommendation:</b>	<b>The administration recommends the approval of the Resolution regarding delegation of authority during the COVID-19 emergency.</b>				
<b>Motion:</b>	<b>"I move that the Board approve the Resolution regarding delegation of authority during the COVID-19 emergency."</b>				

**RESOLUTION OF THE BOARD OF TRUSTEES OF  
THE LITTLE ELM INDEPENDENT SCHOOL DISTRICT REGARDING  
DELEGATION OF AUTHORITY DURING THE COVID-19 EMERGENCY**

**WHEREAS**, the Board of Trustees (“Board”) of the Little Elm Independent School District (“District”) is authorized by Texas Education Code § 11.151 to govern and oversee the management of the public schools in the District;

**WHEREAS**, on March 13, 2020, the Governor of the State of Texas declared a statewide emergency, and, later that same day, the President of the United States declared a national emergency regarding COVID-19;

**WHEREAS**, the Board recognizes that COVID-19 is an unforeseen and unavoidable emergency of urgent public necessity, that the World Health Organization has declared COVID-19 a pandemic, and that additional emergency declarations may follow in the coming days and weeks;

**WHEREAS**, the Board has a substantial public interest in protecting the health and safety of its students, staff, and community and therefore desires to ensure that the school district and community are prepared to the fullest extent possible to protect the health and safety of students, staff, and community in light of COVID-19;

**WHEREAS**, the Board seeks to retain its employees, reduce turnover, increase morale, help employees focus on work-related matters while at work, and facilitate the return to duty of employees if schools are closed and believes that an additional public purpose exists in doing so; and

**WHEREAS**, the Board believes the public purposes described above are fulfilled by efficiently and effectively making certain delegations, as described more fully herein, to the Superintendent to address this ever-changing emergency situation in the best interest of the health, safety, and well-being of its students, staff, community, and the citizenship at-large.

**IT IS THEREFORE RESOLVED THAT** the Board of Trustees of the Little Elm Independent School District finds a substantial public purpose exists in protecting the health and safety of its students, staff, and community and therefore in ensuring that the school district and community are prepared to the fullest extent possible to protect the health and safety of students, staff, and community in light of COVID-19.

In furtherance of the public purposes so stated in this Resolution, the Board of Trustees of the Little Elm Independent School District makes the following delegations to the Superintendent and designee(s) in order to efficiently and effectively prepare the school district in response to the declarations of emergency announced by the State of Texas, as well as in preparation for the potential declarations of emergencies by other local, state, and/or national and international officials:

1. The authority to act in the place of the Board under Board Policy DEA(LOCAL) and thus make all decisions regarding payment of employees during an emergency closure, to implement the provisions of Board Policy DEA(LOCAL), and to make determinations regarding the purpose and parameters of any such payments;
2. The authority to make decisions regarding the compensation of exempt employees during an emergency closure, including premium payments to certain employees, and to implement those decisions;
3. The authority to alter the Little Elm ISD 2019-2020 school calendar by changing and/or adding school/instructional hours and work/school days as necessitated by any emergency closure or related concerns;
4. The authority to create guidelines and make determinations regarding absences, leave time, leave days, and compensation of any employee who is quarantined as a result of COVID-19 and/or who tests positive for COVID-19 and who presents appropriate medical documentation regarding themselves and/or an immediate family member, in the sole discretion of the Superintendent or designee(s), in compliance with Texas and federal law;
5. The authority to seek any necessary waivers from the Texas Education Agency without further action of the Board of Trustees regarding missed instructional days, low attendance, or any matters related to the emergency closures as part of this Resolution;
6. The authority to declare a catastrophe and take all actions as appropriate in accordance with Texas Government Code Section 552.233 regarding temporary suspension of the Texas Public Information Act;
7. The authority to procure, negotiate, and execute contracts for goods and services that are necessary to mitigate, prevent, restore, and repair damage caused to Little Elm ISD equipment, personal property, and facilities or to protect the safety of Little Elm Independent School District students and staff, given that the emergency of COVID-19 and its potential spread constitutes an unforeseen emergency/matter of urgent public necessity, and the delays posed by competitive procurement of contracts necessary to restore, replace, and/or repair equipment, personal property, and/or school facilities will prevent or substantially impair the conduct of classes or other essential school activities;
8. In the event other waivers or immediate action is needed, the Superintendent is authorized to take other action and to submit/apply for other waivers in accordance with guidance and instructions from the national and state authorities and/or agencies;
9. The authority to suspend the timelines for complaints/grievances under Board policies DGBA (Local), FNG (Local) and GF (Local); and

10. The authority granted by this resolution is effective for a closure with a maximum duration of 30 business and/or school days unless the Board takes action to authorize such delegations for a longer duration.

**PASSED AND APPROVED** this \_\_\_\_ day of \_\_\_\_\_ 2020 by the Board of Trustees for the Little Elm Independent School District.

\_\_\_\_\_  
By: David Montemayor, Board President

\_\_\_\_\_  
Attest: Alex Flores, Board Secretary

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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>03-23-2020</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>RESOLUTION TO POSTPONE MAY 2<sup>nd</sup> 2020 ELECTION TO NOVEMBER 3<sup>rd</sup> 2020</b>				
<b>Presenter or Contact Person:</b>	Daniel Gallagher Superintendent, Little Elm ISD				
<b>Policy/Code:</b>	BBBB (LEGAL)				
<b>Summary:</b>	Resolution Postponing Trustee Election				
<b>Financial Implications:</b>					
<b>Attachments:</b>					
<b>Recommendation:</b>	<b>The administration recommends the approval of the Resolution to Postpone the Trustee Election from May 2<sup>nd</sup> 2020 to November 3<sup>rd</sup> 2020.</b>				
<b>Motion:</b>	<b>"I move that the Board approve the Resolution to Postpone the Trustee Election from May 2<sup>nd</sup> 2020 to November 3<sup>rd</sup> 2020."</b>				

**ORDER OF THE BOARD OF TRUSTEES OF  
THE LITTLE ELM INDEPENDENT SCHOOL DISTRICT  
REGARDING POSTPONING ELECTION DATE DUE TO COVID-19 EMERGENCY**

WHEREAS, the Board of Trustees (“Board”) of the Little Elm Independent School District (“District”) is authorized by Texas Education Code § 11.151 to govern and oversee the management of the public schools in the District;

WHEREAS, on March 13, 2020, the Governor of the State of Texas declared a statewide emergency, and, later that same day, the President of the United States declared a national emergency regarding COVID-19;

WHEREAS, the Board has a substantial public interest in protecting the health and safety of its students, staff, and community and therefore desires to ensure that the school district and community are prepared to the fullest extent possible to protect the health and safety of students, staff, and community in light of COVID-19; and

WHEREAS, on March 18, 2020, the Governor of the State of Texas issued a proclamation suspending certain provisions of the Texas Election Code and the Texas Water Code to allow all local political subdivisions that are utilizing the May 2, 2020 uniform election date to postpone their election to the November 3, 2020 uniform election date.

**IT IS THEREFORE ORDERED THAT** the Board of Trustees is exercising the authority to postpone the May 2, 2020 election date to the November 3, 2020 uniform election date.

By this **ORDER**, it is confirmed that:

1. Candidate filings for the election will remain valid for the election held on the November date and that the filing period will not be re-opened for the November election date;
2. All applications for a ballot by mail (“ABBM”) for voters that are voting by mail due to being over the age of 65 or due to disability will still be valid for the postponed election, and that ABBMs for voters who submitted ABBMs based on expected absence from the county would not be valid for the postponed election.

The major relevant dates for the November election are, as follows:

Voter registration deadline - October 5, 2020

Deadline to submit an ABBM - October 23, 2020

Dates for early voting - October 19, 2020 – October 30, 2020

Issued this the \_\_\_\_\_ day of March, 2020.

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By: David Montemayor, Board President

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Attest: Alex Flores, Board Secretary

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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 03-23-2020	<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>CONSIDER POSSIBLE ACTION TO ORDER ELECTION TO AUTHORIZE BOARD TO ADDRESS EXCESS LOCAL PROPERTY TAX WEALTH PURSUANT TO CHAPTER 49 OF THE TEXAS EDUCATION CODE.</b>				
<b>Presenter or Contact Person:</b>	Grant Anderson, Associate Superintendent & Chief Financial Officer				
<b>Policy/Code:</b>	Texas Education Code Chapter 49; Texas Election Code 3.005				
<b>Strategic Plan Goal:</b>	Ensuring Fiscal Health and Sustainability				
<b>Summary:</b>	<p>LEISD will be required to pay Recapture (reduce its Local Revenue) for the 2020-2021 school year pursuant to Chapter 49 (formerly Chapter 41) of the Texas Education Code.</p> <p>Prior to the 06-07 school year, every Chapter 41 District had to conduct an election to seek approval to pay Recapture via the Purchase Attendance Credits from TEA. If successful, this election provided authority to pay recapture indefinitely.</p> <p>The state provides funding to districts using a formula which measure the property wealth per student at an attendance level. The purchase of attendance credits is a mechanism to equalize wealth which provides a "property wealthy" district additional attendance credits for a cost to lower the wealth per student or weighted average daily attendance.</p>				



	<p>Beginning with the 2006-20007 school year, any district that became Chapter 41 in the 2006-2007 school year or later could pay Recapture via the Purchase Attendance Credits from TEA <u>without</u> having an election as long as their State Aid was larger than their Recapture payment.</p> <p>LEISD has been paying Recapture via the Purchase of Attendance Credits from TEA beginning in the 2017-2018 school year. No election was required as the State Aid was larger than the Recapture payment.</p> <p>Beginning with the 2019-2020 school year, HB3 requires LEISD to conduct an election to seek approval to pay Recapture via the Purchase Attendance Credits from TEA regardless of the continuing reality that State Aid is larger than the Recapture Payment.</p>
<b>Financial Implications:</b>	N/A
<b>Attachments:</b>	N/A
<b>Recommendation:</b>	<b>The Administration recommends that the District considers an action to order an election to be held on June 20, 2020 to authorize the Board to purchase attendance credits from the State with local tax revenues.</b>
<b>Motion:</b>	<b>I move that the Board to order an election to be held on June 20, 2020 to authorize the Board to purchase attendance credits from the State with local tax revenues.</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>3-23-2020</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>PROPOSED POLICY CHANGE - DNA (LOCAL)</b>				
<b>Presenter or Contact Person:</b>	Dr. Chad Teague, Executive Director for Human Resource Services				
<b>Policy/Code:</b>	DNA (LOCAL)				
<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>	The proposed update to Board Policy DNA (LOCAL) changes the eligibility requirements for less-than-annual performance evaluation of teachers from (4). Have been employed by the District for at least <u>three years</u> to (4). Have been employed by the District for at least <u>one year</u> . (5). Teachers participating in the Teacher Incentive Allotment will be evaluated in accordance to TEA Program Guidelines				
<b>Financial Implications:</b>	N/A				
<b>Attachments:</b>	Board Policy DNA (LOCAL)				
<b>Recommendation:</b>	<b>The Administration recommends approval of the Little Elm ISD Board Policy DNA (LOCAL) update as submitted.</b>				
<b>Motion:</b>	<b>I move the Board approve the Little Elm ISD Board Policy DNA (LOCAL) as submitted.</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 3-30-2020	<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>GENERAL FUNDED FTEs for the 20-21 SCHOOL YEAR</b>				
<b>Presenter or Contact Person:</b>	Dr. Chad Teague, Executive Director for Human Resource Services				
<b>Policy/Code:</b>	DCA, DCB, DC, and DCE 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>	FTEs for the 2020-2021 school year will be funded by the General Fund:  Elementary Teacher Elementary Library Media Specialist Elementary Choir Teacher Middle School Counselor Middle School Academic Dean Dyslexia Teacher High School CTE Teacher (HST) Middle School ISS Aide Middle School Library Assistant/ Tech Asst. Licensed Specialist in School Psychology Speech Language Pathologist Dyslexia Therapist (2)				
<b>Financial Implications:</b>	Professional Teacher Campus (5): \$325,000 – Function 11 Paraprofessional Campus (2): \$60,000 – Function 11 Middle School Academic Dean: \$100,000 – Function 23 Middle School Counselor: \$85,000 – Function 31 Special Education Therapist (2): \$130,000 – Function 11 Licensed Specialist in School Psychology: \$80,000 – Function 31 Speech Language Pathologist: \$80,000 – Function 11				

	Total Impact: \$860,000
<b>Attachments:</b>	N/A
<b>Recommendation:</b>	<b>The Administration recommends approval of the Generally funded FTEs for 2020-2021 as presented.</b>
<b>Motion:</b>	<b>I move the Board approve the request to approve the Generally funded FTEs for 2020-2021 as presented.</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 3-30-2020	<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>TEACHER AND OTHER PROFESSIONAL CONTRACT RECOMMENDATIONS AND LETTERS OF REASONABLE ASSURANCE</b>				
<b>Presenter or Contact Person:</b>	Dr. Chad Teague, Executive Director for Human Resource Services				
<b>Policy/Code:</b>	DCB (LEGAL), DCB (LOCAL), DCE (LOCAL)				
<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>	Teacher and other professional contract recommendations and letters of reasonable assurance				
<b>Financial Implications:</b>	N/A				
<b>Attachments:</b>	Teacher and other professional contract recommendations and letters of reasonable assurance provided in closed session.				
<b>Recommendation:</b>	<b>The Administration recommends approval of the teacher and other professional contract recommendations and letters of reasonable assurance as presented in closed session.</b>				
<b>Motion:</b>	<b>I move the Board approve the request to approve the teacher and other professional contract recommendations and letters of reasonable assurance as presented 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 3/23/2020	Reports of the Superintendent <input type="checkbox"/>	Action Item <input type="checkbox"/>	Consent Agenda <input checked="" type="checkbox"/>	Reports, Routine Monthly <input type="checkbox"/>	Other <input type="checkbox"/>
Subject:	ALLOTMENT AND TEKS CERTIFICATION, 2020-2021				
Presenter or Contact Person:	Dr. Cyndy A. Mika, Assistant Superintendent for Curriculum and Learning Services				
Policy/Code:	TEC 31.0211, TEC 31.004				
Strategic Plan Goal:	We will provide a guaranteed and viable curriculum that ensures all students have equal learning opportunities.				
Summary:	The Board must annually certify the Allotment and TEKS Certification for the Instructional Materials Allotment (IMA)				
Financial Implications:	There is no financial impact to the budget				
Attachments:	Allotment and TEKS Certification 2020-2021				
Recommendation:	The Administration recommends the approval of the Allotment and TEKS Certification Form 2020-2021 as submitted.				
Motion:	I move the Board approves the Allotment and TEKS Certification Form 2020-2021 as submitted.				

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# Board Agenda Item

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

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	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
Board Mtg. Date 03-23-2020	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	FINANCIAL REPORTS - JANUARY 2020				
Presenter or Contact Person:	Grant Anderson, Associate Superintendent and Chief Financial Officer				
Policy/Code:	Board Legal Status Powers and Duties - BAA (LOCAL) Annual Operating Budget - CE (LOCAL)				
Strategic Plan Goal:	Ensuring Fiscal Health & Sustainability				
Summary:	Monthly financial reports prepared by Business Services Department				
Financial Implications:	Increase in General Fund revenues and increase in appropriate expenditure budgets				
Attachments:	<ol style="list-style-type: none"><li>1) Budget Amendments</li><li>2) Information - Miscellaneous Business Office Reports<ul style="list-style-type: none"><li>Monthly Fund Balance Comparison</li><li>Statement of Unaudited Revenue and Expenditures</li><li>Cash Flow Statements</li><li>Bank Reconciliations</li><li>Investment Report</li><li>Fund Summary of Revenue and Expenditures</li><li>Tax Collection Report</li><li>Construction Report</li></ul></li></ol>				

**Recommendation:** | **The Administration recommends approval of the January 2020 Financial Reports as presented.**

**Motion:** | **I move that the Board approve the January 2020 Financial Reports as presented.**



Little Elm Independent School District  
General Fund  
Budget Amendments  
March 2020

	Fund	FX	Decrease	FX	Increase	Org	Incr / (Decr) Fund Bal	Reason
1	183	36	3,616	52	3,616	001 041		Reallocate funds to cover higher than anticipated cost for security at athletic events.
2	199	00	769	11	769	041		Budget for art classroom fees.
3	199	11	1,000	36	1,000	042		Reallocate funds to cover cost of clinicians and tester for Prestwick band program.
4	199	13	700	31	700	105		Reallocate funds to cover cost of Dyslexia testing materials.
5	199	00	2,600	36	2,600	821		Budget for RBFCU donation to help cover student meals at Pentathlon.
6	199	13	261,200	11	261,200	821		Reallocate funds to cover cost of classroom reading materials for Early Education program.
7	199	11	39,922	13	39,922	821		Reallocate funds to cover extra duty pay and teacher travel for the CCMR program.
8	199	13	360	11	363	821		Reallocate funds to cover cost of classroom supplies for Gifted and Talented program.
		31	3					
9	199	41	8,571	21	8,571	823		Reallocate funds to proper function for SPED staff development.
10	199	11	5,000	31	5,000	823		Reallocate funds to cover contracted LSSP evaluation services.
11	199	11	1,500	31	1,500	823		Reallocate funds to proper function for LSSP extra duty pay for evaluations.
12	199	11	35,640	23	35,640	105		Reallocate funds to proper function for campus admin position.
13	199	11	45,001	23	45,001	041		Reallocate funds to cover cost of new position at middle school.
14	199 195	00	1,127,620	11	1,127,620	820		Reallocate funds to cover purchase of Chromebooks and carts for 1:1 refresh.

Little Elm Independent School District  
General Fund  
Budget Amendments  
March 2020

	Fund	FX	Decrease	FX	Increase	Org	Incr / (Decr) Fund Bal	Reason
<b>15</b>	196	00	334,250	11	334,250	Var		Reallocate funds to cover cost of instructional capital outlay summer projects.
<b>Total</b>			1,867,752		1,867,752		0	

Little Elm Independent School District  
Capital Projects Fund  
Budget Amendments  
March 2020

	Fund	FX	Decrease	FX	Increase	Org	Incr / (Decr) Fund Bal	Reason
1	694	00	1,033,729	23	65,852	Var	(1,033,729)	Budget for furniture, fixtures and equipment summer purchases.
				31	6,328			
				33	20,704			
				34	63,261			
				35	120,464			
				36	207,036			
				41	25,304			
				51	250,807			
				53	273,973			
2	696	00	736,421	51	371,736	Var	(736,421)	Budget for facilities summer projects.
				81	364,685			
	<b>Total</b>		1,770,150		1,770,150		(1,770,150)	

**Little Elm Independent School District**  
**2018-2019 Fund Balance Comparison**  
as of January 31, 2020

Page 1 of 2

**GENERAL FUND**

**1XX**

CONTROL  
CODES REVENUES

BUDGET	PROPOSED AMENDMENTS	AMENDED BUDGET
53,392,746	670	53,393,416
22,013,394		22,013,394
1,250,000		1,250,000
<b>76,656,140</b>	<b>670</b>	<b>76,656,810</b>

**Expenditures**

11 Instruction  
12 Library Services  
13 Staff Development  
21 Instructional Admin  
23 Campus Administration  
31 Guidance & Counseling  
32 Attendance & Social Services  
33 Health Services  
34 Student Transportation  
35 Food Services  
36 Co-curricular Activities  
41 General Administration  
51 Plant Maintenance  
52 Security  
53 Data Processing  
61 Community Services  
71 Debt Services  
81 Facilities  
91 Contracted Instr Between Schools  
95 Payments to JUV Justice Alt  
99 Intergovernmental Charges  
TOTAL EXPENDITURES

41,686,942	(4,685)	41,682,257
837,163		837,163
2,594,687	(25,000)	2,569,687
1,252,744		1,252,744
4,539,370		4,539,370
2,289,198		2,289,198
33,300		33,300
598,297		598,297
2,814,825		2,814,825
138,132		138,132
2,176,148	5,773	2,181,921
3,441,145		3,441,145
7,825,252		7,825,252
1,290,729		1,290,729
1,910,577	24,582	1,935,159
43,839		43,839
-		-
15,091		15,091
-		-
40,000		40,000
515,000		515,000
<b>74,042,439</b>	<b>670</b>	<b>74,043,109</b>

00 Other Resources  
00 Other Uses

-		-
(2,613,701)		(2,613,701)

**FUND BALANCE 08/31/19**

29,282,332	-	29,282,332
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**EST FUND BALANCE**

<b>29,282,332</b>	<b>-</b>	<b>29,282,332</b>
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**DEBT SERVICE FUND**

**511**

BUDGET	PROPOSED AMENDMENTS	AMENDED BUDGET
23,663,987		23,663,987
-		-
-		-
<b>23,663,987</b>	<b>-</b>	<b>23,663,987</b>

-		-
-		-
-		-
-		-
-		-
-		-
-		-
-		-
-		-
-		-
-		-
-		-
-		-
-		-
-		-
-		-
23,363,029	526,986	23,890,015
-		-
-		-
-		-
-		-
<b>23,363,029</b>	<b>526,986</b>	<b>23,890,015</b>

-	66,337,345	66,337,345
-	(65,804,223)	(65,804,223)

6,042,983		6,042,983
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<b>6,343,941</b>	<b>6,136</b>	<b>6,350,077</b>
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**Little Elm Independent School District**  
**2018-2019 Fund Balance Comparison**  
**as of January 31, 2020**

Page 2 of 2

**FOOD SERVICE FUND**

**CHILD CARE**

		<b>240</b>			<b>720</b>		
CONTROL CODES	REVENUES	PROPOSED			PROPOSED		
		ORIGINAL BUDGET	AMENDMENTS	AMENDED BUDGET	ORIGINAL BUDGET	AMENDMENTS	AMENDED BUDGET
<b>5700</b>	LOCAL	1,624,685	(35,669)	1,589,016	414,551		414,551
<b>5800</b>	STATE	19,500		19,500	-		-
<b>5900</b>	FEDERAL	2,295,942	195,620	2,491,562	-		-
		3,940,127	159,951	4,100,078	414,551	-	414,551
<b>Expenditures</b>							
11 Instruction		-		-	-		-
12 Library Services		-		-	-		-
13 Staff Development		-		-	-		-
21 Instructional Admin		-		-	-		-
23 Campus Administration		-		-	-		-
31 Guidance & Counseling		-		-	-		-
32 Attendance & Social Services		-		-	-		-
33 Health Services		-		-	-		-
34 Student Transportation		-		-	-		-
35 Food Services		4,328,857	159,951	4,488,808	-		-
36 Co-curricular Activities		-		-	-		-
41 General Administration		-		-	-		-
51 Plant Maintenance		-		-	-		-
52 Security		-		-	-		-
53 Data Processing		-		-	-		-
61 Community Services		-		-	582,533	-	582,533
71 Debt Services		-		-	-		-
81 Facilities		-		-	-		-
91 Contracted Instr Between Schools		-		-	-		-
95 Payments to JUV Justice Alt		-		-	-		-
99 Intergovernmental Charges		-		-	-		-
	<b>TOTAL EXPENDITURES</b>	<b>4,328,857</b>	<b>159,951</b>	<b>4,488,808</b>	<b>582,533</b>	<b>-</b>	<b>582,533</b>
<b>FUND BALANCE 08/31/19</b>		1,383,097		1,383,097	77,219		77,219
<b>EST FUND BALANCE</b>		<b>994,367</b>	<b>-</b>	<b>994,367</b>	<b>(90,763)</b>	<b>-</b>	<b>(90,763)</b>

**Little Elm Independent School District**  
**Statement of Unaudited Revenues and Expenditures - Budget vs. Actual**  
**As of January 31, 2020**

**GENERAL FUND**  
**Fund 1XX**

CONTROL CODES	REVENUES	2018-2019 Approved Budget	PERIOD RECEIPTS/ EXPENDITURES	Y-T-D RECEIVED/ ENC + EXP	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT TO TOTAL	PERCENT OF YEAR ELAPSED
5700	LOCAL	53,393,416.00	11,045,646.83	51,268,367.18	(2,125,048.82)	96.02%	42%
5800	STATE	22,013,394.00	267,749.85	15,649,283.85	(6,364,110.15)	71.09%	42%
5900	FEDERAL	1,250,000.00	22,713.30	755,667.34	(494,332.66)	60.45%	42%
<b>TOTAL REVENUES</b>		<b>76,656,810.00</b>	<b>11,336,109.98</b>	<b>67,673,318.37</b>	<b>(8,983,491.63)</b>	<b>88.28%</b>	<b>42%</b>
<b>EXPENDITURES</b>							
0011	Instruction	41,682,257.00	3,900,852.66	19,433,565.76	22,248,691.24	46.62%	42%
0012	Library Services	837,163.00	77,864.97	330,838.45	506,324.55	39.52%	42%
0013	Curriculum & Staff Development	2,569,687.00	185,224.68	997,495.06	1,572,191.94	38.82%	42%
0021	Instructional Leadership	1,252,744.00	96,760.69	525,655.93	727,088.07	41.96%	42%
0023	School Leadership	4,539,370.00	342,248.17	1,745,314.70	2,794,055.30	38.45%	42%
0031	Guidance & Counseling	2,289,198.00	195,699.42	884,759.89	1,404,438.11	38.65%	42%
0032	Social Work Services	33,300.00	-	32,000.00	1,300.00	96.10%	42%
0033	Health Services	598,297.00	52,116.15	282,207.28	316,089.72	47.17%	42%
0034	Student Transportation	2,814,825.00	200,686.32	975,071.24	1,839,753.76	34.64%	42%
0035	Food Services	138,132.00	10,271.96	49,870.14	88,261.86	36.10%	42%
0036	Co-curricular Activities	2,181,921.00	202,213.75	982,233.93	1,199,687.07	45.02%	42%
0041	General Administration	3,441,145.00	326,215.60	1,624,315.92	1,816,829.08	47.20%	42%
0051	Plant Maintenance	7,825,252.00	646,035.00	3,639,250.15	4,186,001.85	46.51%	42%
0052	Security & Monitoring	1,290,729.00	156,265.16	503,518.79	787,210.21	39.01%	42%
0053	Data Processing	1,935,159.00	178,084.41	709,707.10	1,225,451.90	36.67%	42%
0061	Community Service	43,839.00	3,012.50	14,371.81	29,467.19	32.78%	42%
0071	Debt Services	-	-	-	-	0.00%	42%
0081	Facility Acquisition	15,091.00	1,269.73	6,348.65	8,742.35	42.07%	42%
0091	Contracted Instr Between Schools	-	-	-	-	0.00%	42%
0095	Pmt to Juvenile Justice	40,000.00	-	-	40,000.00	0.00%	42%
0099	Intergovernmental Charges	515,000.00	-	227,744.04	287,255.96	44.22%	42%
<b>TOTAL EXPENDITURES</b>		<b>74,043,109.00</b>	<b>6,574,821.17</b>	<b>32,964,268.84</b>	<b>41,078,840.16</b>	<b>44.52%</b>	<b>42%</b>
<b>OPERATING TRANSFERS</b>							
7910	Other Resources	-	-	-	-		
8910	Other Uses	(2,613,701.00)	-	-	-		
<b>TOTAL OPERATING TRANSFERS</b>		<b>(2,613,701.00)</b>	<b>-</b>	<b>-</b>	<b>-</b>		
0100	Fund Balance 08/31/19	29,282,332.00	-	29,282,332.00			
3000	Year to Date Fund Bal. (unaudited)	<b>29,282,332.00</b>		<b>63,991,381.53</b>			

September Actual	October Actual	November Actual	December Actual	January Actual	February Actual	March Actual	April Actual	May Actual	June Actual	July Actual	August Actual	TOTAL
15,236,339.19	18,874,478.13	19,629,109.67	15,838,188.03	14,454,910.38	-	-	-	-	-	-	-	15,236,339.19
-	-	-	-	-	-	-	-	-	-	-	-	-
7,633.28	9,298.90	7,657.05	6,033.44	4,025.53	-	-	-	-	-	-	-	34,648.20
219,895.29	297,879.19	185,561.05	122,055.27	537,861.93	-	-	-	-	-	-	-	1,363,252.73
-	302,180.00	114,595.00	223,382.00	-	-	-	-	-	-	-	-	640,157.00
8,132,089.00	6,311,840.00	-	-	-	-	-	-	-	-	-	-	14,443,929.00
-	-	250,526.78	-	-	-	-	-	-	-	-	-	250,526.78
197,578.53	-	1,318,483.20	-	-	-	-	-	-	-	-	-	1,516,061.73
23,956.06	9,113.07	29,397.05	35,054.15	22,713.30	-	-	-	-	-	-	-	120,233.63
72,970.28	459,553.68	345,459.46	561,552.51	-	-	-	-	-	-	-	-	1,439,535.93
158,886.24	252,041.41	275,007.66	216,481.43	177,848.65	-	-	-	-	-	-	-	1,080,265.39
183,369.89	200,257.26	179,779.37	122,587.97	151,483.10	-	-	-	-	-	-	-	837,477.59
3,756.67	918.07	640.16	-	1,168.56	-	-	-	-	-	-	-	6,483.46
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
3,000,000.00	271,616.29	117,900.15	5,101,927.27	137,882.20	-	-	-	-	-	-	-	8,629,325.91
12,000,135.24	8,114,697.87	2,825,006.93	6,389,074.04	1,032,983.27	-	-	-	-	-	-	-	30,361,897.35
-	-	-	-	-	-	-	-	-	-	-	-	-
3,155,107.65	3,151,280.45	3,197,566.95	3,222,263.14	3,156,227.51	-	-	-	-	-	-	-	15,882,445.70
3,996,198.00	2,973,357.20	2,163,768.66	3,063,606.68	1,696,044.71	-	-	-	-	-	-	-	13,892,975.25
812,252.13	843,800.81	858,921.64	861,623.10	860,778.58	-	-	-	-	-	-	-	4,237,376.26
398,171.85	390,457.87	395,360.32	397,632.61	388,278.05	-	-	-	-	-	-	-	1,969,900.70
266.67	1,170.00	311.00	2,226.16	625.00	-	-	-	-	-	-	-	4,598.83
8,361,996.30	7,360,066.33	6,615,928.57	7,547,351.69	6,101,953.85	-	-	-	-	-	-	-	35,987,296.74
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	225,000.00	-	-	-	-	-	-	-	-	225,000.00
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
8,361,996.30	7,360,066.33	6,615,928.57	7,772,351.69	6,101,953.85	-	-	-	-	-	-	-	36,212,296.74
-	-	-	-	-	-	-	-	-	-	-	-	-
3,638,138.94	754,631.54	(3,790,921.64)	(1,383,277.65)	(5,068,970.58)	-	-	-	-	-	-	-	(5,850,399.39)
18,874,478.13	19,629,109.67	15,838,188.03	14,454,910.38	9,385,939.80	-	-	-	-	-	-	-	9,385,939.80
-	-	-	-	-	-	-	-	-	-	-	-	-
55,329,049.18	53,359,202.08	51,945,501.88	51,287,683.13	69,807,751.85	-	-	-	-	-	-	-	55,329,049.18
48,163,176.72	46,010,765.58	43,098,081.57	40,260,105.38	36,854,361.29	-	-	-	-	-	-	-	48,163,176.72
62,430,560.53	56,880,779.23	55,056,130.00										

[illegible]



**LITTLE ELM INDEPENDENT SCHOOL DISTRICT**  
**Cash and Investments Reconciliation**  
**January 31, 2020**

**Operating Fund:**

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Balance per bank	9,385,939.80
Add: Texas Class	88,023,443.04
Lone Star	68,183,143.50
TexStar	33,551,357.11
Add: Deposits in Transit	6,206.03
Taxes in Transit	2,214,967.01
Less: Outstanding Checks/Wires	(898,874.44)
<b>Balance per Books</b>	<b>200,466,182.05</b>

**Interest & Sinking Fund:**

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Balance per bank	97,442.96
Add: Texpool	27,446,534.58
Add: Taxes in Transit	974,058.72
Less: Outstanding Checks	-
<b>Balance per Books</b>	<b>28,518,036.26</b>

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<b>Total Balance per Books</b>	<b>228,984,218.31</b>
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LITTLE ELM INDEPENDENT SCHOOL DISTRICT  
SUMMARY OF CURRENT INVESTMENTS - BY FUND  
MONTH ENDED: January 31, 2020

General Fund 199

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
1/1/2020	Lone Star Corporate Overnight		Investment Pool Investment	6,928,762.03	100.0000%	100.0000%	0.0000%	6,928,762.03				
			Withdrawal	-				6,928,762.03				
1/31/2020			Interest	10,487.46			1.7900%	6,939,249.49			10,487.46	-
				<u>6,939,249.49</u>				<u>6,939,249.49</u>			<u>10,487.46</u>	<u>-</u>

General Fund 199

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
1/1/2020	TexSTAR		Investment Pool Investment	1,454,399.28	100.0000%	100.0000%	0.0000%	1,454,399.28				
			Withdrawal	-				1,454,399.28				
1/31/2020			Interest	1,916.29			1.5514%	1,456,315.57			1,916.29	-
				<u>1,456,315.57</u>				<u>1,456,315.57</u>			<u>1,916.29</u>	<u>-</u>

General Fund 199

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
1/1/2020	Texas Class Gov't		Investment Pool Investment	46,136,911.05	100.0000%	100.0000%	0.0000%	46,136,911.05				
			Withdrawal	10,176,572.27				56,313,483.32				
1/31/2020			Interest	69,185.73			1.6100%	56,382,669.05			69,185.73	-
				<u>56,382,669.05</u>				<u>56,382,669.05</u>			<u>69,185.73</u>	<u>-</u>

LITTLE ELM INDEPENDENT SCHOOL DISTRICT  
SUMMARY OF CURRENT INVESTMENTS - BY FUND  
MONTH ENDED: January 31, 2020

Capital Projects Fund 651

Bond Issue 2018

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
1/1/2020	Lone Star Government Overnight		Investment Pool Investment	36,852,363.26	100.0000%	100.0000%	0.0000%	36,852,363.26				
			Withdrawal	(1,687,151.43)				36,852,363.26				
1/31/2020			Interest	48,373.22			1.5800%	35,165,211.83				(1,687,151.43)
				<u>48,373.22</u>				35,213,585.05			48,373.22	
				<u>35,213,585.05</u>				<u>35,213,585.05</u>			<u>48,373.22</u>	<u>(1,687,151.43)</u>

Capital Projects Fund 651

Bond Issue 2019

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
1/1/2020	Lone Star Government Overnight		Investment Pool Investment	20,011,356.85	100.0000%	100.0000%	0.0000%	20,011,356.85				
			Withdrawal	(31,203.43)				20,011,356.85				
1/31/2020			Interest	26,817.60			1.5800%	19,980,153.42				(31,203.43)
				<u>26,817.60</u>				20,006,971.02			26,817.60	
				<u>20,006,971.02</u>				<u>20,006,971.02</u>			<u>26,817.60</u>	<u>(31,203.43)</u>

Capital Projects Fund 652

Bond Issue 2018

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
1/1/2020	TexSTAR		Investment Pool Investment	35,399,962.01	100.0000%	100.0000%	0.0000%	35,399,962.01				
			Withdrawal	(3,348,849.92)				35,399,962.01				
1/31/2020			Interest	43,929.45			1.5514%	32,051,112.09				(3,348,849.92)
				<u>43,929.45</u>				32,095,041.54			43,929.45	
				<u>32,095,041.54</u>				<u>32,095,041.54</u>			<u>43,929.45</u>	<u>(3,348,849.92)</u>

LITTLE ELM INDEPENDENT SCHOOL DISTRICT  
SUMMARY OF CURRENT INVESTMENTS - BY FUND  
MONTH ENDED: January 31, 2020

Capital Projects Fund 651

Bond Issue 2018

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
1/1/2020	Texas CLASS Gov't		Investment Pool	34,859,980.14	100.0000%	100.0000%	0.0000%	34,859,980.14				
			Investment	-				34,859,980.14				
			Withdrawal	(3,819,283.12)				31,040,697.02				(3,819,283.12)
1/31/2020			Interest	44,780.83			1.6100%	31,085,477.85			44,780.83	
				<u>31,085,477.85</u>				<u>31,085,477.85</u>			<u>44,780.83</u>	<u>(3,819,283.12)</u>

Capital Projects Fund 647

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
1/1/2020	Texas CLASS		Investment Pool	554,422.94	100.0000%	100.0000%	0.0000%	554,422.94				
			Investment	-				554,422.94				
			Withdrawal	-				554,422.94				-
1/31/2020			Interest	873.20			1.8600%	555,296.14			873.20	
				<u>555,296.14</u>				<u>555,296.14</u>			<u>873.20</u>	<u>-</u>

Capital Projects Fund 690

Non-Bond

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
1/1/2020	Lone Star Government Overnight		Investment Pool	6,015,269.71	100.0000%	100.0000%	0.0000%	6,015,269.71				
			Investment	-				6,015,269.71				
			Withdrawal	-				6,015,269.71				-
1/31/2020			Interest	8,068.23			1.5800%	6,023,337.94			8,068.23	
				<u>6,023,337.94</u>				<u>6,023,337.94</u>			<u>8,068.23</u>	<u>-</u>

LITTLE ELM INDEPENDENT SCHOOL DISTRICT  
SUMMARY OF CURRENT INVESTMENTS - BY FUND  
MONTH ENDED: January 31, 2020

Debt Service Fund 511

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
1/1/2020	TexPool		Investment Pool	22,938,381.52	100.0000%	100.0000%	0.0000%	22,938,381.52				
			Investment	4,474,361.85				27,412,743.37				
			Withdrawal	-				27,412,743.37				-
1/31/2020			Interest	33,791.21			1.5925%	27,446,534.58			33,791.21	
				27,446,534.58				27,446,534.58			33,791.21	-

Little Elm Independent School District  
Summary of Revenue & Expenditures As Of 01/31/2020  
Accounting Period: 01

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	Fund: 1XX	%	Fund: 211	%	Fund: 224	%	Fund: 225	%
	General Operating		Title I-A Improving Basic		IDEA-B Formula (Spec Ed)		IDEA-B Pre-School (Spec Ed)	
Revenue Budget	76,656,810.00	100.00%	622,414.00	100.00%	1,005,461.00	100.00%	9,757.00	100.00%
Period Receipts	11,336,109.98		-		-		-	
Revenue Received to Date	67,673,318.37	88.28%	89,341.77	14.35%	260,997.82	25.96%	-	0.00%
Revenues Receivable:	8,983,491.63	11.72%	533,072.23	85.65%	744,463.18	74.04%	9,757.00	100.00%
Expenditure Budget	76,656,810.00	100.00%	622,414.00	100.00%	1,005,461.00	100.00%	9,757.00	100.00%
Period Expenditures	6,574,821.17		70,517.92		88,174.52		110.90	
Exp./Encumbrances to Date	32,964,268.84	43.00%	217,340.36	34.92%	442,203.16	43.98%	921.90	9.45%
Balance to Expend:	43,692,541.16	57.00%	405,073.64	65.08%	563,257.84	56.02%	8,835.10	90.55%
Actual Revenue Over (Under)								
Actual Expenditures & Encumbrances:	34,709,049.53		(127,998.59)		(181,205.34)		(921.90)	

Little Elm Independent School District  
Summary of Revenue & Expenditures As Of 01/31/2020  
Accounting Period: 01

	Fund: 226	%	Fund: 244	%	Fund: 255	%	Fund 263	%
	IDEA-B Part B (Spec Ed)		Voc Ed Basic Grant		Title II TPTR		Title III, Part A LEP	
Revenue Budget	-	100.00%	77,664.00	100.00%	120,599.00	100.00%	155,843.00	100.00%
Period Receipts	-		-		-		-	
Revenue Received to Date	-	#DIV/0!	39,244.00	50.53%	31,812.12	26.38%	35,646.26	
Revenues Receivable:	-	#DIV/0!	38,420.00	49.47%	88,786.88	73.62%	120,196.74	
Expenditure Budget	-	100.00%	77,664.00	100.00%	120,599.00	100.00%	155,843.00	100.00%
Period Expenditures	-		18,790.00		(118.51)		29,529.30	
Exp./Encumbrances to Date	-	#DIV/0!	72,082.96	92.81%	52,192.94	43.28%	69,094.35	44.34%
Balance to Expend:	-	#DIV/0!	5,581.04	7.19%	68,406.06	56.72%	86,748.65	
Actual Revenue Over (Under) Actual Expenditures:	-		(32,838.96)		(20,380.82)		(33,448.09)	

Little Elm Independent School District  
Summary of Revenue & Expenditures As Of 01/31/2020  
Accounting Period: 01

	Fund 289 %		Fund 289-02 %		Fund: 385 %		Fund 410 %	
	Title IV, Part A Subpart 1		LEP Summer School		Visually Impaired SSVI		Instructional Materials	
Revenue Budget	41,504.00	100.00%	21,371.00	100.00%	2,538.00	100.00%	1,516,061.00	100.00%
Period Receipts	-		-		2,537.50		-	
Revenue Received to Date	-		21,371.00	#DIV/0!	2,537.50	100.00%	1,516,061.73	100.00%
Revenues Receivable:	41,504.00		-		0.50	0.00%	(0.73)	0.00%
Expenditure Budget	41,504.00	100.00%	21,371.00	100.00%	2,538.00	100.00%	1,516,596.00	100.00%
Period Expenditures	-		-		-		-	
Exp./Encumbrances to Date	9,115.00	71.42%	-	#DIV/0!	2,537.50	100.00%	1,481,832.79	99.86%
Balance to Expend:	32,389.00		21,371.00		0.50	0.00%	34,763.21	0.14%
Actual Revenue Over (Under)								
Actual Expenditures & Encumbrances:	(21,810.00)		21,371.00		-		(7,474.97)	



Little Elm Independent School District  
Summary of Revenue & Expenditures As Of 01/31/2020  
Accounting Period: 01

	Fund: 240		%	Fund: 511		%	Fund: 720		%
	Food Service			Debt Service			Child Care		
Revenue Budget	4,100,078.00		100.00%	90,001,332.00		100.00%	414,551.00		100.00%
Period Receipts	356,501.44			4,812,410.96			42,971.04		
Revenue Received to Date	1,855,665.40		45.26%	88,821,420.66		98.69%	206,656.07		49.85%
Revenues Receivable:	2,244,412.60		54.74%	1,179,911.34		1.31%	207,894.93		50.15%
Expenditure Budget	4,488,808.00		100.00%	89,694,238.00		100.00%	582,533.00		100.00%
Period Expenditures	324,032.99			-			46,107.79		
Exp./Encumbrances to Date	1,942,646.88		43.28%	66,329,258.65		73.95%	242,567.12		41.64%
Balance to Expend:	2,546,161.12		56.72%	23,364,979.35		26.05%	339,965.88		58.36%
Actual Revenue Over (Under)									
Actual Expenditures & Encumbrances:	(86,981.48)			22,492,162.01			(35,911.05)		

Denton County  
Monthly Collection Status Report  
January 2020  
  
Little Elm ISD

	Collections Month of January	Cumulative Total 10/1/2019 thru 01/31/2020	% of Tax Levy
Current Tax Year Collections			
Base M&O	10,848,639.37	50,187,158.18	92.15%
Base I&S	4,772,872.98	22,079,904.66	
Base I&S Bond	-	-	
P&I M&O	5,230.43	7,137.24	
P&I I&S	-	-	
P&I I&S Bond	-	-	
Attorney Fee	-	-	
Subtotal	<u>15,626,742.78</u>	<u>72,274,200.08</u>	92.16%
Delinquent TaxYears Collections			
Base M&O	11,066.51	98,774.77	
Base I&S	4,460.97	38,006.62	
Base I&S Bond	-	-	
P&I M&O	3,373.73	33,148.12	
P&I I&S	1,236.29	12,795.59	
P&I I&S Bond	-	-	
Attorney Fee	4,278.58	28,480.48	
Other*	-	-	
Subtotal	<u>24,416.08</u>	<u>211,205.58</u>	
Combined Current & Delinquent:			
Base M&O	10,859,705.88	50,285,932.95	
Base I&S	4,777,333.95	22,117,911.28	
Base I&S Bond	-	-	
P&I M&O	8,604.16	40,285.36	
P&I I&S	1,236.29	12,795.59	
Attorney Fee	4,278.58	28,480.48	
Other*	-	-	
Total Collections	<u><u>15,651,158.86</u></u>	<u><u>72,485,405.66</u></u>	
Original 2019 Tax Levy		<u><u>77,050,017.08</u></u>	
Current 2019 Tax Levy		<u><u>78,422,430.38</u></u>	

Denton County  
Cumulative Comparative Collection Status Report  
January 2020

Little Elm ISD

	Tax Year 2019 Collections thru January 2020	% of Tax Levy	Tax Year 2018 Collections thru January 2019	% of Tax Levy
Current Tax Year Collections				
Base M&O + I&S	72,267,062.84	92.15%	66,739,941.23	90.74%
P&I M&O + I&S	7,137.24		3,636.09	
Attorney Fee	-		-	
Subtotal	<u>72,274,200.08</u>	92.16%	<u>66,743,577.32</u>	90.75%
Delinquent Tax Years Collections				
Base M&O + I&S	136,781.39		100,732.25	
P&I M&O + I&S	45,943.71		26,454.88	
Attorney Fee	28,480.48		19,179.71	
Subtotal	<u>211,205.58</u>		<u>146,366.84</u>	
Combined Current & Delinquent:				
Base M&O + I&S	72,403,844.23		66,840,673.48	
P&I M&O + I&S	53,080.95		30,090.97	
Attorney Fee	28,480.48		19,179.71	
Other	-		-	
Total Collections	<u><u>72,485,405.66</u></u>		<u><u>66,889,944.16</u></u>	
Adjusted 2018 Tax Levy			<u><u>73,548,341.60</u></u>	
Original 2019 Tax Levy	<u><u>77,050,017.08</u></u>			
Current 2019 Tax Levy	<u><u>78,422,430.38</u></u>			

Denton County  
Levy Outstanding Status Report  
January 2020  
Little Elm ISD

	Current Tax Year	Delinquent Tax Years
Current Month:		
Tax Levy Remaining as of 01/01/2020	21,776,879.89	600,565.52
Base M&O + I&S Collections	15,621,512.35	15,527.48
Supplement/Adjustments	-	-
Remaining Levy as of 01/31/2020	<u>6,155,367.54</u>	<u>585,038.04</u>
Cumulative (From 10/01/2019 thru 01/31/2020)		
Original 2018 Tax Levy (as of 10-1-2019)	77,050,017.08	702,350.90
Base M&O + I&S Collections	72,267,062.84	136,781.39
Supplement/Adjustments	1,372,413.30	19,468.53
Remaining Levy as of 01/31/2020	<u>6,155,367.54</u>	<u>585,038.04</u>

Furniture and Equipment Purchases FY 19-20  
Fund 196  
As of 03-05-2020

Original Budget FY 19-20 -  
Donation CoServ Hackberry Furniture 2,371.00  
2,371.00

Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
Hackberry						
	Hackberry Classroom Furniture	Office Depot, Inc.	Furniture for additional classrooms		2,370.72	2,370.72
						-
						2,370.72
	Total			-	2,370.72	2,370.72

Balance 0.28

Non-Bond Capital Projects 6XX Funds  
Construction in Progress from FY 18-19  
As of 03-05-2020

Project	Account Description	Vendor	Budget	Expenditures	Encumbered	Balance
Fund 696 - Operations Capital Outlay						
	District Concrete	Urban InfraConstruction LLC	522,549.00	132,933.87	300,682.31	88,932.82
Total Operations			522,549.00	132,933.87	300,682.31	88,932.82
Fund 698 - Roofs						
	Lakeside Roof - Construction	CBS Mechanical, Inc.	2,327,462.00	2,313,162.00	0.00	14,300.00
	Lakeside Roof - 3rd Pary Vendors	Armko Industries, Inc.	162,923.00	135,383.00	0.00	27,540.00
			2,490,385.00	2,448,545.00	0.00	41,840.00
	Hackberry Roof - Construction	CBS Mechanical, Inc.	1,328,289.00	1,302,298.00	0.00	25,991.00
	Hackberry Roof - 3rd Party Vendors	Armko Industries, Inc.	92,980.00	82,440.00	0.00	10,540.00
			1,421,269.00	1,384,738.00	0.00	36,531.00
Total Roofs			3,911,654.00	3,833,283.00	0.00	78,371.00
Total Capital Projects			4,434,203.00	3,966,216.87	300,682.31	167,303.82

## Non-Bond Capital Projects 6XX Funds FY 19-20

As of 03-05-2020

Project	Account Description	Vendor	Budget	Expenditures	Encumbered	Balance
<b>Fund 693 - Land</b>						
	Hart Road Land Parcel 2	Freedom Title	492,170.00	472,160.39		
		Keller Williams Realty		14,400.00		
		Walsh Gallegos Trevino		5,412.00		
		Denton County Tax Office		11,388.21		
			<b>492,170.00</b>	<b>503,360.60</b>	<b>0.00</b>	<b>(11,190.60)</b>
	<b>Total Land</b>		<b>492,170.00</b>	<b>503,360.60</b>	<b>0.00</b>	<b>(11,190.60)</b>
<b>Fund 695 - Technology Capital Outlay</b>						
			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Technology</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund 696 - Operations Capital Outlay</b>						
	LEHS Landscaping	Haven Landscaping	14,500.00	11,450.00		3,050.00
	Lobo Graphics Package 2	FastSigns Denton	24,351.00	19,614.94		4,736.06
	Prestwick Forensic Study	Hidell & Associates	75,400.00	24,233.66	35,666.34	15,500.00
	Lakeside HVAC	Lennox	91,524.00	18,372.52		
		C&G Electric		4,498.40		
		Air Check Test		59,789.00		8,864.08
	Chavez HVAC	SFCC, Inc.	40,689.00	35,894.51		4,794.49
	LEHS Athletic Fields Electrical	C & G Electrical	64,735.00	58,079.00		6,656.00
	LEHS Athletics Concessions Concrete	Tim Jackson Construction	28,168.00		28,168.00	0.00
	<b>Total Operations</b>		<b>339,367.00</b>	<b>231,932.03</b>	<b>63,834.34</b>	<b>43,600.63</b>
<b>Fund 698 - Roofs</b>						
			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Roofs</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Capital Projects</b>		<b>831,537.00</b>	<b>735,292.63</b>	<b>63,834.34</b>	<b>32,410.03</b>

Transportation Facility Fund 647  
Funded by Bond Series 2016 & General Fund  
As of 03-05-2020

Project	Account Description	Vendor	Budget	Expenditures	Encumbered	Balance
<b>Fund 647 - Transportation Facility</b>						
56	Transport - Architect	Hidell & Associates	1,148,459.00	1,021,249.83		
	Transport - Construction	Balfour Beatty Construction	8,901,002.00	8,294,055.56	478,026.44	
		Taylor Morrison of Texas, Inc.			100,000.00	
	Transport - 3rd Party Vendors	CDW Government, Inc.	638,178.00	24,081.27		
		Northwest Propane Gas		70,869.00		
		Southwest Networks, Inc.		38,196.13		
		Netlink		6,000.00		
		Northwest Butane Gas Co.		104,830.00		
		C and R Services		47,732.21	6,017.79	
		Delcom Group LP		16,556.47		
		Office Depot, Inc.		212,271.89	0.00	
		Rentacrate Enterprises, LLC		918.00	49,082.00	
		Complete Supply		16,468.00		
		Lowes Company		9,184.86		
		Home Depot USA, Inc.		350.01		
	Transport - 3rd Party Consultant	Northwest Propane Gas	130,557.00			
		D&S Engineering		93,118.59		
		LCA Environmental, Inc.		2,800.00		
		Armko Industries, Inc.		8,245.00	1,505.00	
		Engineered Air Balance Co.		17,920.00		
		Martin Eagle Oil		3,600.00		
	Transport - Permits & Fees	Law Offices of Robert E. Luna	18,510.00	2,275.50		
		Walsh Gallegos Trevino		4,202.00		
	Transport - Misc Costs	Eikon Consulting Group, LLC.	23,069.00	15,350.00		
		Hidell & Associates		2,719.30		
	Transport - Landscaping	Haven Landscaping	24,750.00	11,250.00	13,500.00	
	Transport - Owners Contingency		10,475.00			
			<b>10,895,000.00</b>	<b>10,024,243.62</b>	<b>648,131.23</b>	<b>222,625.15</b>



Bond Capital Projects 6XX Funds  
Funded by Bond Series 2018 & 2018A  
As of 03-05-2020

Project	Account Description	Vendor	Budget	Expenditures	Encumbered	Balance
<b>Fund 646 - Athletics</b>						
	HS Athl - Architect	Corgan Associates, Inc.	183,750.00	124,600.00	50,400.00	
	HS Athl - Construction	Hellas Construction	8,053,884.00	6,176,008.45	605,796.55	
		Olen Williams		40,550.00	9,450.00	
		Haven Landscaping		30,225.51		
		Professional Turf Products		24,799.93		
		Haven Landscaping		16,555.00		
		Tim Jackson Construction Co		13,847.50		
	HS Athl - 3rd Party Vendors		41,500.00			
	HS Athl - 3rd Party Consultant	D&S Engineering	161,500.00	52,025.45	11,605.52	
	HS Athl - Permits & Fees	Walsh Gallegos Trevino	1,107.00	1,107.00		
	HS Athl - Misc Costs		200.00			
	HS Athl - Owners Contingency	Walsh Gallegos Trevino	38,358.00	1,270.00		
<b>Total Athletic Fields</b>			<b>8,480,299.00</b>	<b>6,480,988.84</b>	<b>677,252.07</b>	<b>1,322,058.09</b>
	HS Athl Concourse - Architect		20,000.00			
	HS Athl Concourse - Construction	Tim Jackson Construction Co	2,240,453.00	665,273.23	1,555,828.77	
	HS Athl Concourse - 3rd Party Vendors	Southwest Networks	25,000.00		18,000.00	
		CDW Government, Inc.		4,633.66	393.43	
	HS Athl Concourse - 3rd Party Consultant	D&S Engineering Labs, LLC	30,000.00	15,432.43	9,567.60	
	HS Athl Concourse - Permits & Fees	Walsh Gallegos Trevino	1,500.00	798.00		
	HS Athl Concourse - Misc Costs					
	HS Athl Concourse - Owners Contingency		5,000.00			
<b>Total Athletics Concourse</b>			<b>2,321,953.00</b>	<b>686,137.32</b>	<b>1,583,789.80</b>	<b>52,025.88</b>
	Athl Complex Turf - A&E		10,000.00			
	Athl Complex Turf - Construction	Hellas Construction	950,974.00	883,756.50	41,243.50	
	Athl Complex Turf - 3rd Party Consultant	D&S Engineering	67,500.00	1,809.50	2,390.50	
	Athl Complex Turf - Permits & Fees		1,000.00	808.00		
	Athl Complex Turf - Misc		300.00			
	Athl Complex Turf - Owners Contingency		30,000.00			
<b>Total Athletic Complex Turf</b>			<b>1,059,774.00</b>	<b>886,374.00</b>	<b>43,634.00</b>	<b>129,766.00</b>
<b>Total Athletics</b>			<b>11,862,026.00</b>	<b>8,053,500.16</b>	<b>2,304,675.87</b>	<b>1,503,849.97</b>
<b>Fund 648 - Walker Middle School</b>						
	MS Eldorado - Architect	Huckabee and Associates	3,658,399.00	3,196,226.58	307,535.69	
	MS Eldorado - Construction	Balfour Beatty Construction	57,130,622.00	29,181,653.00	26,948,969.00	
		Multivista		55,522.00	9,478.00	
	MS Eldorado - 3rd Party Vendor	Lone Star Furnishings	7,029,000.00	38,519.93	2,038,901.14	
		Future Packaging and Preservation		1,311.22	0.00	
		C&R Services			130,000.00	
		Rentacrate Enterprises (School Moving)		39,000.00	58,750.00	
		Professional Turf Products		24,799.93	0.00	

Bond Capital Projects 6XX Funds  
Funded by Bond Series 2018 & 2018A  
As of 03-05-2020

Project	Account Description	Vendor	Budget	Expenditures	Encumbered	Balance
		Southwest Networks			230,000.00	
		Weaver Technologies			102,418.50	
	MS Eldorado - 3rd Party Consultant	Eikon Consulting Group, LLC	609,118.00	68,267.50	9,582.50	
		Deshazo Group, Inc.		16,877.18		
		Armko Industries, Inc.		31,850.00	3,150.00	
		D&S Engineering Labs, LLC		159,296.02	38,986.98	
		Engineered Air Balance Co.		34,580.00	205,755.00	
	MS Eldorado - Permits & Fees	Walsh Gallegos Trevino	30,000.00	1,167.85		
	MS Eldorado - Misc Costs		16,000.00			
	MS Eldorado - Owners Contingency	Huckabee and Associates	65,511.00	15,000.00		
		Perry Weather Consulting			13,250.00	
Total Walker Middle School			68,538,650.00	32,864,071.21	30,096,776.81	5,577,801.98

**Fund 649 - Strike Middle School**

MS Tribute - Architect	Huckabee and Associates	2,781,898.00	2,427,655.07	262,521.43	
MS Tribute - Construction	Cadence McShane Construction	56,989,820.00	24,565,885.32	32,360,265.46	
	Multivista		55,522.00	9,478.00	
	D&S Engineering Labs, LLC		14,278.39	5,721.61	
	JBI Partners, Inc.		17,013.82	17,986.18	
	Matthew Southwest/Scotty's Lake Ln Reimbursement		(601,995.60)		
	Lone Star Furnishings	7,029,000.00		2,042,537.28	
MS Tribute - 3rd Party Vendor	Future Packaging and Preservation		1,311.22	0.00	
	C&R Services			130,000.00	
	Rentacrate Enterprises (School Moving)		40,000.00	70,000.00	
	Professional Turf Products		24,799.93	0.00	
	Southwest Networks, Inc.			225,000.00	
	Weaver Technologies			102,418.50	
	MS Tribute - 3rd Party Consultant	Eikon Consulting Group, LLC	602,419.00	64,462.50	11,687.50
Deshazo Group, Inc.			14,000.00		
Armko Industries, Inc.			31,850.00	3,150.00	
D&S Engineering Labs, LLC			146,051.20	47,562.80	
JBI Partners, Inc.				7,500.00	
Engineering Air Balance Co.			34,120.00	205,250.00	
MS Tribute - Permits & Fees	Walsh Gallegos Trevino	30,000.00	5,632.50		
MS Tribute - Misc Costs		16,000.00			
MS Trobite - Owners Contingency	Huckabee and Associates	64,841.00			
	Perry Weather Consulting, I			13,250.00	
Total Strike Middle School		67,513,978.00	26,840,586.35	35,514,328.76	5,159,062.89

**Fund 6XX - Land**

	MS Tribute Land	Republic Title	12,351,910.00	7,225,823.29		
		Todd Property Advisors		2,500.00		
		Walsh Gallegos Trevino		5,288.80		
		Walsh Gallegos Trevino		5,944.50		

Bond Capital Projects 6XX Funds  
Funded by Bond Series 2018 & 2018A  
As of 03-05-2020

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Project	Account Description	Vendor	Budget	Expenditures	Encumbered	Balance	
	Lakewood Village Land	Todd Property Advisors		2,500.00			
		Republic Title of Texas		10,728.16			
	Wildridge Oak Point Land	Independence Title		3,358,295.05			
		Todd Property Advisors		2,950.00			
		Teague Nall and Perkins		9,000.00			
		Walsh Gallegos Trevino		5,629.98			
	Hart Road Land	Republic Title		459,717.31			
		Teague Nall and Perkins		5,800.00			
		Walsh Gallegos Trevino		2,507.26			
		Denton County Tax Office		4,299.07			
	Valencia Land	Silver Star Title		1,238,776.20			
		Todd Property Advisors		2,500.00			
		Walsh Gallegos Trevino		5,144.75			
	Total Land			12,351,910.00	12,347,404.37	0.00	4,505.63
Fund 650 - Misc Projects							
	Brent Vestibule - Architect	Corgan Associates, Inc.	11,440.00	7,496.00			
	Brent Vestibule - Construction	SFCC, Inc.	166,723.00	138,820.18			
	Brent Vestibule - 3rd Party Vendors	CDW Government, Inc.	14,075.00	91.67			
		Southwest Networks, Inc.		1,209.12			
		Delcom Group, LP		1,458.14			
		Office Depot, Inc.		9,302.71			
	Brent Vestibule - 3rd party Consultants		1,425.00				
	Brent Vestibule - Permits & Fees		200.00				
	Brent Vestibule - Misc Costs		2,709.00				
	Brent Vestibule - Owners Contingency		10,500.00				
			207,072.00	158,377.82	0.00	48,694.18	
		Chavez Vestibule - Architect	Corgan Associates, Inc.	11,440.00	5,475.00		
		Chavez Vestibule - Construction	SFCC, Inc.	176,550.00	146,509.08		
		Chavez Vestibule - 3rd Party Vendors	CDW Government, Inc.	14,075.00	91.67		
Southwest Networks, Inc.				3,627.36			
Delcom Group, LP				2,428.46			
Office Depot, Inc.							
Chavez Vestibule - 3rd party Consultants			1,425.00				
Chavez Vestibule - Permits & Fees			200.00				
Chavez Vestibule - Misc Costs			2,709.00				
Chavez Vestibule - Owners Contingency			10,000.00				
		216,399.00	158,131.57	0.00	58,267.43		
		Scoreboard - Architect		10,000.00			
		Scoreboard - Construction	Daktronics	945,619.00	878,076.48		
		Scoreboard - 3rd Party Consultant	Daikin Applied	47,500.00	42,806.67		
	Scoreboard - Permits & Fees		1,000.00				
	Scoreboard - Misc Costs		300.00				
	Scoreboard - Owners Contingency		2,928.00				
			1,007,347.00	920,883.15	0.00	86,463.85	

Bond Capital Projects 6XX Funds  
Funded by Bond Series 2018 & 2018A  
As of 03-05-2020

Project	Account Description	Vendor	Budget	Expenditures	Encumbered	Balance
Brent Roof - Construction	Paragon Roofing, Inc.		421,000.00	401,000.00	0.00	
Brent Roof - 3rd Party Consultant	Armko Industries, Inc.		28,000.00	26,065.00		
			<b>449,000.00</b>	<b>427,065.00</b>	<b>0.00</b>	<b>21,935.00</b>
Chavez Roof - Construction	Paragon Roofing, Inc.		399,000.00	386,500.00	38950-28950	
Chavez Roof - 3rd Party Consultant	Armko Industries, Inc.		26,000.00	24,635.00		
			<b>425,000.00</b>	<b>411,135.00</b>	<b>0.00</b>	<b>13,865.00</b>
Zellars Roof - Construction	Paragon Roofing, Inc.		1,190,000.00	1,145,000.00	0.00	
	Daikin Applied Americas, Inc.			19,915.67		
Zellars Roof - 3rd Party Consultant	Armko Industries, Inc.		60,000.00	57,250.00		
Roofs - Permits & Fees	Walsh Gallegos Trevino		3,000.00	2,535.50		
Roofs - Misc Costs			200.00			
Roofs - Owners Contingency			9,520.00			
			<b>1,262,720.00</b>	<b>1,224,701.17</b>	<b>0.00</b>	<b>38,018.83</b>
<b>Total Roofs</b>			<b>2,136,720.00</b>	<b>2,062,901.17</b>	<b>0.00</b>	<b>73,818.83</b>
Buses	Rush Truck Centers of Texas		1,323,446.00	1,323,446.00		
			<b>1,323,446.00</b>	<b>1,323,446.00</b>	<b>0.00</b>	<b>0.00</b>
HVAC - Architect	Estes, McClure & Associates, Inc.		22,000.00	12,750.00	9,000.00	
HVAC - Construction	Siemens Industry, Inc.		3,582,128.00	3,324,707.07	195,362.93	
	Climatec, LLC			32,087.07	1,912.93	
	Armko Industries				6,000.00	
HVAC - 3rd Party Vendors	CDW Government, Inc.		25,000.00	799.43		
HVAC - 3rd Party Consultants	Engineered Air Balance, Inc.		110,000.00		40,000.00	
HVAC - Permits and Fees	Walsh Gallegos Trevino		4,000.00	3,401.00		
HVAC - Misc Costs			200.00			
HVAC - Owners Contingency			16,120.00			
			<b>3,759,448.00</b>	<b>3,373,744.57</b>	<b>252,275.86</b>	<b>133,427.57</b>
LEHS CTE - Architect	Corgan Associates, Inc.		46,000.00	39,148.15	6,851.85	
LEHS CTE - Construction	Alpha Building Corporation		475,704.00	418,445.55	57,258.45	
LEHS CTE - 3rd Party Vendors	Lone Star Furnishings		158,123.00	55,844.42		
	Southwest Networks, Inc.			4,110.25		
LEHS CTE - 3rd Party Consultants			9,318.00			
LEHS CTE - Permits and Fees			2,000.00			
LEHS CTE - Owners Contingency	Fastsigns		38,892.00	1,902.59		
			<b>730,037.00</b>	<b>519,450.96</b>	<b>64,110.30</b>	<b>146,475.74</b>
LEHS SPED - Construction	Big Sky Construction Company		97,272.00	92,408.30	4,863.60	
LEHS SPED - 3rd Party Vendors			5,000.00			
LEHS SPED - Permits and Fees			500.00			
LEHS SPED - Owners Contingency	Central Restaurant Supply		3,627.00	506.56		
	SFCC, Inc.			1,484.00		
			<b>106,399.00</b>	<b>94,398.86</b>	<b>4,863.60</b>	<b>7,136.54</b>

Bond Capital Projects 6XX Funds  
Funded by Bond Series 2018 & 2018A  
As of 03-05-2020

Project	Account Description	Vendor	Budget	Expenditures	Encumbered	Balance
	LOBO LANE REPURPOSE STUDY	HKS, Inc.	30,000.00	24,600.00	5,400.00	
			<b>30,000.00</b>	<b>24,600.00</b>	<b>5,400.00</b>	<b>0.00</b>
	SAFETY FILM - LEHS	National Glazing Solutions	35,780.00	35,780.00		
	SAFETY FILM - Lakeside		9,060.00	9,060.00		
	SAFETY FILM - Prestwick		18,305.00	18,305.00		
	SAFETY FILM - Walker		7,522.00		7,522.00	
	SAFETY FILM - Strike		7,522.00		7,522.00	
	SAFETY FILM - Brent		7,308.00	7,308.00		
	SAFETY FILM - Chavez		7,309.00	7,309.00		
	SAFETY FILM - Hackberry		9,962.00	9,962.00		
	SAFETY FILM - Lakeview		9,962.00	9,962.00		
	SAFETY FILM - Oak Point		11,048.00	11,048.00		
	SAFETY FILM - Zellars		6,998.00	6,998.00		
			<b>130,776.00</b>	<b>115,732.00</b>	<b>15,044.00</b>	<b>0.00</b>
	Emergency HVAC Replacement		1,000,000.00			
			<b>1,000,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000,000.00</b>
	<b>Total Bond Projects</b>		<b>170,914,208.00</b>	<b>88,857,228.19</b>	<b>68,257,475.20</b>	<b>13,799,504.61</b>

Bond Capital Projects 6XX Funds  
Funded by Bond Series 2019  
As of 03-05-2020

Project	Account Description	Vendor	Budget	Expenditures	Encumbered	Balance
<b>Fund 652 - ESPC Upgrades</b>						
	ESPC Upgrades - A/E Fees	Estes, McClure & Associates	45,000.00		24,500.00	
	LEHS ESPC Upgrade - Construction	Siemens Industry, Inc.	1,165,136.00	110,687.92	1,054,448.08	
	Brent ESPC Upgrade - Construction	Siemens Industry, Inc.	1,111,600.00	105,602.00	1,005,998.00	
	Chavez ESPC Upgrade - Construction	Siemens Industry, Inc.	959,238.00	91,127.61	868,110.39	
	Hackberry ESPC Upgrade - Construction	Siemens Industry, Inc.	1,372,806.00	130,416.57	1,242,389.43	
	Lakeview ESPC Upgrade - Construction	Siemens Industry, Inc.	1,335,050.00	126,829.75	1,208,220.25	
	Oak Point ESPC Upgrade - Construction	Siemens Industry, Inc.	1,322,467.00	125,634.36	1,196,832.64	
	Prestwick ESPC Upgrade - Construction	Siemens Industry, Inc.	480,248.00	45,623.56	434,624.44	
	ESPC Upgrades - Construction	Siemens Industry, Inc.	1,953,745.00	168,505.77	1,605,239.23	
	ESPC Upgrades - 3rd Party Vendors		40,000.00			
	ESPC Upgrades - 3rd Party Consultants		180,000.00			
	ESPC Upgrades - Permits & Fees		4,000.00			
	ESPC Upgrades - Misc Costs		200.00			
	ESPC Upgrades - Owners Contingency		30,510.00			
<b>Total ESPC Upgrades</b>			<b>10,000,000.00</b>	<b>904,427.54</b>	<b>8,640,362.46</b>	<b>455,210.00</b>
<b>Total Bond Projects</b>			<b>10,000,000.00</b>	<b>904,427.54</b>	<b>8,640,362.46</b>	<b>455,210.00</b>

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# Board Agenda Item

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

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	Reports of the Superintendent <input type="checkbox"/>	Action Item <input checked="" type="checkbox"/>	Consent Agenda <input type="checkbox"/>	Reports, Routine Monthly <input type="checkbox"/>	Other <input type="checkbox"/>
Board Mtg. Date 3-23-2020					
Subject:	<b>LITTLE ELM ISD EXPENDITURES OVER \$50,000 SUMMARY REPORT</b>				
Presenter or Contact Person:	Grant Anderson, Associate Superintendent and Chief Financial Officer				
Policy/Code:	CH (LOCAL) Purchasing And Acquisition				
Strategic Plan Goal:	Ensuring Fiscal Health and Sustainability				
Summary:	Allows LEISD to purchase products or services valued over \$50,000 (listed on attachment) which have been properly purchased through statutorily authorized methods.				
Financial Implications:	N/A				
Attachments:	Little Elm ISD Expenditures Over \$50,000 Summary Report for Approval				
Recommendation:	<b>The Administration recommends approval of the Little Elm ISD Expenditures Over \$50,000 Summary Report as submitted.</b>				
Motion:	<b>I move that the Board approve the Little Elm ISD Expenditures Over \$50,000 Summary Report dated March 30, 2020 as submitted.</b>				

Little Elm ISD Expenditures Over \$50,000 Summary Report for Approval

Board Meeting Date: March 30, 2020

Ref #	Vendor Name	Department	Status (New, Renewal, Vendor Change)	Prior Year Contract Amount	Renewal Amount	Change	Effective Date	Expiration Date	Description	Administrator
1	Dell	Technology	New	\$0	\$1,313,620	n/a	One Time Purchase	One Time Purchase	LEISD is moving to a Bring Your Own Device (BYOD)/card model beginning in the 2020-2021 school year. This purchase is for the 2020-2021 school year for the new Technology 1:1 and also a cart refresh. This will refresh High School students devices with Chromebook and moving grades 4-8 devices to carts. Additional carts will be available for High School MacBook supplements. Technology will be purchasing Chromebooks for enough devices to fill 40 Middle School carts and 31 Elementary School carts. Additional devices will be available for SPED, ELL and 504 students.	Clay Walker
642	Really Good Stuff	Curriculum & Learning	New	\$0	\$70,224	n/a	One Time Purchase	One Time Purchase	Purchase of an at home literacy program for Title 1 Campuses. With Title 1 funding, LEISD would like to purchase grade appropriate literacy materials for grades K-5, in English and Spanish, to work with at home.	Dr. Ashley Glover
3	Scholastic	Curriculum & Learning	New	\$0	\$73,254	n/a	One Time Purchase	One Time Purchase	Through State Allotment (Pic 24 & Pic 36), LEISD would like to purchase classroom libraries for grades Pre-K-3.	Dr. Cyndy Mika



[illegible]

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# Board Agenda Item

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

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	<b>Reports of the Superintendent</b>	<b>Action Item</b>	<b>Consent Agenda</b>	<b>Reports, Routine Monthly</b>	<b>Other</b>
<b>Board Mtg. Date</b> 03-23-2020	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>GIFTS AND DONATIONS</b>				
<b>Presenter or Contact Person:</b>	Grant Anderson, Associate Superintendent and Chief Financial Officer				
<b>Policy/Code:</b>	Other Revenues – Grants from Private Sources – CDC (LOCAL)				
<b>Strategic Plan Goal:</b>	Ensuring Fiscal Health & Sustainability				
<b>Summary:</b>	New gifts and donations received by the District will be presented.				
<b>Financial Implications:</b>	Increase of General Fund revenues and increase in appropriate budgets.				
<b>Attachments:</b>	Donation List				
<b>Recommendation:</b>	<b>The Administration recommends the acceptance of gifts and donations as submitted.</b>				
<b>Motion:</b>	<b>I move the Board approve the acceptance of gifts and donations as submitted.</b>				

**LITTLE ELM INDEPENDENT SCHOOL DISTRICT  
NEW DONATIONS  
March 2020**

**Donations Less than \$2,500**

Campus/Dept	Fund	Donation From	Description	Date	Monetary	Non-Monetary	Total
Prestwick STEM Academy		Keith Vesper	5 gaming monitors for Mr. Castillo's class/ESports Club	01/22/20		1,380.00	1,380.00
SPED	499	Walsh Gallegos Travino Russo & Kyle, P.C. Attorneys at Law	Special Olympics	02/03/20	500.00		500.00
Chavez Elementary		United Way of Denton County	Library books	02/19/20		743.44	743.44
SPED	499	Credit Union of Texas	Special Olympics	02/19/20	750.00		750.00
SPED	499	Grande Communications	Special Olympics	02/19/20	500.00		500.00
SPED	499	Grace Church	Special Olympics	02/21/20	500.00		500.00
					2,250.00	2,123.44	4,373.44

**Donations \$2,500 and Greater**

Campus/Dept	Fund	Donation From	Description	Date	Monetary	Non-Monetary	Total
Athletics	461	Little Elm Baseball Booster Club	Spinball pitching machine	01/28/20	2,844.95		2,844.95
Curriculum & Learning	199	RBFCU	Student meals at Pentathlon	02/04/20	2,600.00		2,600.00
Prestwick STEM Academy	197	Prestwick PTA	Additional donation for playground shade structure	02/20/20	4,940.00		4,940.00
					10,384.95	-	10,384.95

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# Board Agenda Item

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

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<b>Board Mtg. Date</b> 03-23-2020	<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>	2019/20 CAPITAL OUTLAY PROJECTS				
<b>Presenter or Contact Person:</b>	Rod Reeves, Executive Director for Operational Services				
<b>Policy/Code:</b>	CV(LEGAL); CVF(LEGAL);CVB(LEGAL)				
<b>Strategic Plan Goal:</b>	Ensuring Fiscal Health & Sustainability				
<b>Summary:</b>	<p>The Administration is seeking the consideration and approval of capital outlay projects &amp; budgets for the 2019/20 school year. The projects are as follows:</p> <p>Athletic Sports Equipment Special Populations Appliances District Wide Fixtures, Furniture &amp; Equipment Electronic Documentation Software District Wide Operational Service Improvements Little Elm High School Technology Upgrades Additional Operational &amp; Transportation Vehicles</p> <p>The Administration will use various construction delivery methods in the form of Competitive Sealed Proposals, Job Order Contracting and Purchasing Cooperatives, etc. to complete the capital outlay projects.</p>				
<b>Financial Implications:</b>	<p>The total projected budget for the 2019/20 Capital Outlay Projects is <b>\$2,601,278.50</b>. This projected budget includes previous Board approved projects in the amount of <b>\$496,878</b>. A detailed breakdown is as follows:</p> <p><b><u>Athletics: \$180,000.00</u></b></p>				

**Special Populations: \$5,000**

- Life Skills Appliances

**District Wide Fixture, Furniture & Equipment: \$499,336.48**

- Brent Elementary School - \$69,602.00
- Chavez Elementary School - \$34,461.00
- Hackberry Elementary School - \$39,470.00
- Lakeview Elementary School - \$11,000.00
- Oak Point Elementary School - \$10,633.00
- Zellars Center for Learning & Leadership - \$27,502.00
- Little Elm High School - \$191,668.48
- Operational Services - \$75,000.00
- Elementary Science - \$20,000.00
- Secondary Science - \$20,000.00

**Electronic Documentation Software: \$188,195.15**

- DOCUNAV - Laser Fish

**District Wide Operational Services Upgrades: \$1,093,793.61**

- Previously Approved Projects - \$263,967.00
- Lakeview Elementary School - \$10,961.61
- Prestwick Elementary School - \$335,622.00
- Zellars Center for Learning & Leadership - \$2,950.00
- Little Elm High School - \$255,293.00
- Operational Services - \$225,00.00

**Little Elm High School Technology Upgrades: \$65,000.00**

- Dance Room Sound - \$9,000.00
- Dance Room Projector - \$6,000.00
- IDF Closet/Rack Build Out - \$50,000.00

**Transportation: \$422,422.00**

- Previously Approved Project - \$232,911.00
- Operational Services Vehicles - \$134,511.00
- Bus Painting - Front Ends - \$55,000.00

**Contingency (5%): \$139,531.26**

Budgets include allowances, contingencies, bonds & insurance as required by Board Policy.

**Attachments:**

N/A

**Recommendation:**

**The Administration recommends the Board approve the 2019/20 Capital Outlay Projects & Budgets as submitted and authorizes the Superintendent or designee to execute final contracts.**

**Motion:**

**I move that the Board approve the 2019/20 Capital Outlay Projects & Budgets as submitted and authorizes the Superintendent or designee to execute final contracts.**

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# Board Agenda Item

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

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<b>Board Mtg. Date</b> 03-23-2020	<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>LITTLE ELM ISD 2020 ROOF MANAGEMENT PROGRAM</b>				
<b>Presenter or Contact Person:</b>	Rod Reeves, Executive Director for Operational Services				
<b>Policy/Code:</b>					
<b>Strategic Plan Goal:</b>	Ensuring Fiscal Health & Sustainability				
<b>Summary:</b>	<p>The Administration is seeking the consideration and approval of a comprehensive roof management program with Armko Industries, Inc. As the District inherits new buildings it is imperative to create an inventory or benchmark of existing roof systems and develop a strategy of replacement and/or repairs over the next fifteen to twenty years. Roof replacements and/or repairs can be staggered in an efficient and fiscally responsible manner. The information gathered will also be helpful working with the District insurance adjusters in the event of a claim. Some of the program components are as follows:</p> <p>Overall assessment of District roof envelopes Providing digital footprints of existing conditions Documentation of existing roofs (plans) Cross section analysis of existing roof systems Recommendations on repairs Providing probable cost of repairs.</p>				
<b>Financial Implications:</b>	<p>The total cost of the program is \$0.06 a square foot, not to exceed \$60,000 and paid for by bond funds.</p>				

<b>Attachments:</b>	N/A
<b>Recommendation:</b>	<b>The Administration recommends the Board approve the consulting agreement as submitted and authorizes the Superintendent or designee to execute final contracts.</b>
<b>Motion:</b>	<b>I move that the Board approve the consulting agreement as submitted and authorizes the Superintendent or designee to execute final contracts.</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	Other
3-23-2020	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>PROFESSIONAL SERVICES PROPOSAL FROM CORGAN</b>				
<b>Presenter or Contact Person:</b>	Rick Martin, Executive Director of Construction				
<b>Policy/Code:</b>	CVD (LOCAL)				
<b>Strategic Plan Goal:</b>	To ensure fiscal health & sustainability.				
<b>Summary:</b>	Presenting a proposal from CORGAN to design a new Indoor Multi-use Facility on the LEHS campus.				
<b>Financial Implications:</b>	The fee proposed for this scope of work is 6.25%, based on a construction cost of \$18,000,000, or \$1,125,000, plus a not-to-exceed amount of \$500 for reimbursables.				
<b>Attachments:</b>	Architect's Proposal				
<b>Recommendation:</b>	<b>The Administration recommends approval of this proposal as presented, and authorize the Superintendent or his designee to negotiate and execute the required contract.</b>				
<b>Motion:</b>	<b>I move the Board approve the proposal as presented, and authorize the Superintendent or his designee to negotiate and execute the required contract.</b>				



06 March 2020

Mr. Rick Martin  
Executive Director for Construction Services  
Little Elm Independent School District  
PO Box 6000  
300 Lobo Lane  
Little Elm, Texas 75068

Re : LEHS Indoor Facility  
Professional Services Proposal

Dear Mr. Martin:

We are once again honored to serve the Little Elm ISD. We are presenting this proposal to you to design, document and observe the construction of the above referenced project. As discussed with you we understand the scope to be as follows:

1. New 80-yard indoor multipurpose field with artificial turf
2. Approximately 30,000 SF two story locker room and athletic office building
3. Project must meet ICC 500 if required by the Town of Little Elm's interpretation of the building code
4. Master plan the high school site to allow for future competition arena and associated parking
5. The construction budget is \$18 million
6. The schedule is to be open fall of 2021
7. The delivery method will be construction manager at risk

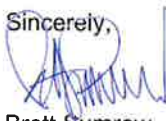
Our proposal includes retaining the following consultants:

MEP – Estes McClure and Associates  
Civil – Glenn Engineering  
Structural – L.A. Fuess Partners  
Landscape – Ramsey Landscape Architecture

For the above referenced scope, we propose to be compensated by a fee equal to 6.25% of the final construction cost. If agreeable, we propose to execute an assignment of work under our master AIA B101 agreement with Little Elm ISD dated 15 October 2018.

We look forward to discussing this proposal with you and the opportunity to serve the students and staff of Little Elm Independent School District.

Sincerely,



Brett Sumrow  
Principal

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# Board Agenda Item

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

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	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
Board Mtg. Date 3-23-2020	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	PROFESSIONAL SERVICES PROPOSAL FROM HKS, INC.				
Presenter or Contact Person:	Rick Martin, Executive Director of Construction				
Policy/Code:	CVD (LOCAL)				
Strategic Plan Goal:	To ensure fiscal health & sustainability.				
Summary:	Presenting a proposal from HKS to design the conversion of LMS into the new Administration Complex.				
Financial Implications:	The fee proposed for this scope of work is \$382,500, plus a not-to-exceed amount of \$500 for reimbursables.				
Attachments:	Architect's Proposal				
Recommendation:	The Administration recommends approval of this proposal as presented, and authorize the Superintendent or his designee to negotiate and execute the required contract.				
Motion:	I move the Board approve the proposal as presented, and authorize the Superintendent or his designee to negotiate and execute the required contract.				



**Daniel Arrowood**

AIA, ASSOCIATE PRINCIPAL AND SENIOR VICE PRESIDENT

February 13, 2020

Little Elm Independent School District  
Mr. Rick Martin, NCARB  
Executive Director of Construction & Operations  
300 Lobo Lane  
Little Elm, Texas 75068

Re: **Professional Services Proposal for Little Elm Independent School District  
Renovations at Lakeside Administration Center**

Mr. Martin:

**HKS, Inc.** ("HKS") is pleased to present to **Little Elm ISD** ("Client") this professional design services proposal for improvements at the proposed Lakeside Administration Center (the "Project"). Based on our understanding of the scope of the project as discussed in our January 30, 2020 site visit and our previous feasibility study, our proposal for this project is outlined below.

**Project Detail:**

HKS will provide services for the design of renovations at the proposed Lakeside Administration Center. The scope will include (refer to Exhibit A):

- New LEISD Board Room and support facilities
- New District Central Administration offices
- Updated Main Entry Lobby
- New Professional Learning spaces
- New District Services Offices including:
  - Community Relations
  - Marketing
  - Curriculum & Learning Services
  - Human Resources
  - Special Populations Services
  - Business Services
  - Operational Services
  - Technology Services
  - Child Nutrition Services
  - Records Storage
  - Support facilities
- Gifted & Talented
- DAEP
- Bulk Storage
- Restroom upgrades
- Site improvements including service drive and parking. Refer to Exhibit B.

**Scope of Service:**

HKS will provide basic architectural, civil engineering and MEP/FP/IT/AV engineering consulting services as described in this Proposal. HKS will retain the following consultants:

- Civil Engineer: Glenn Engineering
- MEP/FP/IT/AV Engineer: EMA Engineering & Consulting

Terms and conditions shall be in accordance with the AIA B-101 Standard Form of Agreement Between Owner and Architect with standard HKS modifications, a copy of which is attached. Upon acceptance of this proposal, it shall serve as our contract.

**Excluded Consulting Services:** (may be provided separately as Additional Services):

Structural Engineering  
 Landscape Architecture  
 Cost consulting  
 Food Service Equipment consulting  
 Roof and Envelope consulting  
 IT – active equipment design (racks, routers, equipment) and cabling  
 FF&E Selection & Specification  
 Signage / Graphics (other than code required signage)  
 Abatement, extensive / detailed building systems surveys, any off-site design services  
 Any other specialty consulting services not specifically included in Basic Services.

Additional Services that are not specifically included as part of Basic Services but may be necessary to complete the project may be provided as Additional Services. Additional Services shall not be provided unless a fee is agreed upon and authorized in writing prior to execution.

**Owner Provided Services:**

As customarily provided by the Owner, the following services, if reasonably necessary, shall be provided by consultants retained directly by the Owner: Surveying, Geotechnical Engineering, Materials Testing, Permit Expediting/Zoning Consultants, Platting, Easement Documentation, HVAC Testing & Balancing, Owner Representative/Project Manager, and any others not specifically listed.

**Description of Services:**

HKS will provide Basic Services as described in this proposal and applicable requirements in the amended AIA Document B101 - 2017 Little Elm Independent School District Agreement for Professional Services.

**Project Schedule:**

HKS is prepared to begin work upon execution of this proposal. We understand Client's desire to complete this work in order to allow construction start by Fall 2020 and construction completion for the start of the Fall 2021 school year.

**Project Delivery Method for Construction:**

It is understood that the project will be delivered using a Construction Manager at Risk method to select a General Contractor.

**Fees and Payment:**

Compensation to HKS and its consultants for these services shall be a stipulated sum of **\$382,500.00**

This amount is based on 8.5% of total Construction Cost (\$4,500,000.00).

Percent of Fee by Phase:

Schematic Design	25%	\$95,625
Design Development	20%	\$76,500
Construction Documents	25%	\$95,625
Bidding & Negotiation	5%	\$19,125
<u>Construction Administration</u>	<u>25%</u>	<u>\$95,625</u>
Total	100%	\$382,500

If needed for special assignments beyond Basic Services, Additional Services shall be compensated at a mutually agreed upon rate or stipulated sum.

#### **Reimbursable Expenses**

Reimbursable expenses shall be as allowed by the Prime Agreement for Architectural Services.

#### **Additional Consultants**

If the services of additional consultants other than those included in the Scope of Services given above are required and in the event the Owner requests these consultants be retained by HKS, HKS will invoice these additional consultants at 1.10 times the amount invoiced to HKS by the consultants.

#### **Copyright**

The Program, Drawings, Specifications, 3D Model and BIM Data (if used), other documents, and the designs prepared by HKS for this Project are instruments of service for use solely with respect to this Project. HKS shall retain all common law and statutory intellectual property rights in and to the instruments of service. No modifications to the instruments of service shall be made without notification to and authorization of HKS and its consultants.

#### **Texas Asbestos Health Protection Act**

As the project is a renovation of an existing building located in the state of Texas, the issuance of a building permit will be subject to the requirements of the Texas Asbestos Health protection Act. As such, an Asbestos Survey will be required to be performed by a consultant hired by the owner for areas to be renovated. This report will be provided to HKS for review.

#### **Statement of Jurisdiction**

The Texas Board of Architectural Examiners, 333 Guadalupe, Suite 2-350, Austin, Texas 78701-3942, Phone: 512/305-9000, has jurisdiction over individuals registered as architects or interior designers in Texas. The Board's internet address is [www.tbae.state.tx.us](http://www.tbae.state.tx.us).

We appreciate this opportunity to work with the Little Elm Independent School District. HKS hopes this proposal meets with LEISD goals and expectations.

Sincerely,



Daniel Arrowood, AIA

The undersigned authorized agent of the owner and Client represents and warrants to HKS that all required approvals for authorization of the foregoing services have been obtained in writing.

AGREED AND AUTHORIZED:

This \_\_\_\_ day of \_\_\_\_\_, 2020

By: Little Elm Independent School District

	Signature	Title
cc:	Mr. Mark Vandervoort	
	Ms. Kim Cooper	