



**Little Elm ISD**

**Regular Meeting**

**Monday, March 25, 2019 6:30 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 25, 2019, beginning at 6:30 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. Call to Order Open Session in the Board Room at Zellars Center for Learning and Leadership on 300 Lobo Lane, Little Elm, Texas 75068.
2. Pledge of Allegiance
3. Invocation
4. Introduction and Roll Call
5. Approval of Minutes
  - A. Discuss and approve the Regular Board Meeting Minutes for 12/17/2018 6  
Presenter: Sonia S. Flores
  - B. Discuss and approve the Regular Board Meeting Minutes for 1/14/2019 - 13  
Amended  
Presenter: Sonia S. Flores
  - C. Discuss and approve the Special Meeting Minutes for 2/01/2019 18  
Presenter: Sonia S. Flores
  - D. Discuss and approve Regular Meeting Minutes for 2/18/2019 20  
Presenter: Sonia S. Flores
6. Superintendent Spotlight
  - A. Hackberry Elementary  
Presenter: Stephen Richardson
  - B. Little Elm High School Students of the Month  
Presenter: Renee Pentecost
  - C. Lobo Collegiate Academy  
Presenter: Ross Roberts
  - D. Introductions for New LEISD Principal Positions  
Presenter: Ross Roberts
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. 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. Land	
B. Personnel	
9. Reports of the Superintendent	
A. Commitment to Excellence Update Dr. Cyndy Mika	25
B. Little Elm ISD Child Nutrition 2018-2019 Program Update Presenter: Carolyn Tarver	41
C. Childcare Program Annual Report Presenter: Lisa Hooten	42
D. 4th Quarter 2018 Growth Report Presenter: Rod Reeves	43
10. Action Items	
A. Discuss and approve the Proclamation 2019 Instructional Materials Adoption Presenter: Dr. Ashley Glover	44
B. Discuss and approve Seven Professional FTEs Presenter: Cleota Epps	50
C. Discuss and approve the Financial Reports Presenter: Grant Anderson	51
D. Discuss and approve the Little Elm ISD Interlocal Summary Report Presenter: Grant Anderson	80
E. Discuss and approve Facility Naming Presenter: Daniel Gallagher	82
F. Discuss and approve Facility Naming Presenter: Daniel Gallagher	85
G. Discuss and approve the Request for Proposal #2018-17-09 & 2019-002 Food Catering Services Presenter: Symone Jones	88
H. Discuss and approve the LEISD Board of Trustees Social Media Guidelines Presenter: Melissa Myers	89
11. Consent Agenda	
A. Discuss and approve the TEKS Allotment and Certification Form Presenter: Dr. Ashley Glover	91
B. Discuss and approve the New Course Request for 2019-2020 Presenter: Dr. Ashley Glover	93
C. Discuss and approve the TASB Policy Updates - 112 Presenter: Cleota Epps	97
D. Discuss and approve Maximum Class Size Exemption - Class Size Waivers Presenter: Ceota Epps	111
E. Discuss and approve the Personnel Memo Presenter: Cleota Epps	112
F. Discuss and approve Gifts and Donations Presenter: Grant Anderson	113

G. Discuss and approve the Request for Qualifications #2019-001 Professional Services for Construction Consultants

Presenter: Rod Reeves

12. Board President Comments

Presenter: Melissa Myers

13. Board Comments

14. Superintendent Comments

15. Adjournment

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

Texas Government Code Section:

551.071	Private consultation with the Board's attorney.
551.072	Discussing purchase, exchange, lease, or value of real property.
551.073	Discussing negotiated contracts for prospective gifts or donations.
551.074	Discussing personnel or to hear complaints against personnel.
551.075	To confer with employees of the school district to receive information or to ask questions.
551.076	Considering the deployment, specific occasions, for or implementation of security personnel or devices.
551.082	Considering discipline of a public school child, or complaint or charge against personnel.
551.0821	Considering personally identifiable information about public school student.
551.083	Considering the standards, guidelines, terms, or conditions the board will follow, or will instruct its representatives to follow, in consultation with representatives of employees groups,
551.084	Excluding witnesses from a hearing.

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

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

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

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Superintendent

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

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Sonia S. Flores

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# Board Agenda Item

Little Elm Independent School District  
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
3-25-2019	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>REGULAR BOARD MEETING MINUTES -12-17-2018.</b>				
<b>Presenter or Contact Person:</b>	Sonia S. Flores, Superintendent Secretary.				
<b>Policy/Code:</b>	N/A				
<b>Summary:</b>	Board Meeting Minutes for December 17, 2018.				
<b>Financial Implications:</b>	There is no financial impact to the budget.				
<b>Attachments:</b>	Meeting Minutes				
<b>Recommendation:</b>	<b>The Administration recommends the approval of the Regular Board Meeting Minutes for December 17, 2018.</b>				
<b>Motion:</b>	<b>I move that the Board approve the attached Regular Board Meeting Minutes for December 17, 2018.</b>				

# Minutes of Regular Meeting

## The Board of Trustees Little Elm ISD

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A Regular Meeting of the Board of Trustees of Little Elm ISD was held Monday, December 17, 2018, beginning at 6:30 PM in the Zellars Center for Learning and Leadership.

PRESENT: President Melissa Myers, Board Secretary Jason Olson, Trustee LeAnna Harding, Trustee Dan Blackwood, and Superintendent Daniel Gallagher.

ABSENT: Board Vice President David Montemayor, Trustee Alejandro Flores and Trustee DeLeon English.

1. Call to Order Open Session in the Board Room at Zellars Center for Learning and Leadership on 300 Lobo Lane, Little Elm, Texas 75068. Board President Melissa Myers called the meeting to order at 6:30 pm.
2. Pledge of Allegiance  
Cub Scouts Pack 367 led the Board and those present to The Pledges of The United States Flag and The Texas Flag.
3. Invocation  
There was no invocation.
4. Introduction and Roll Call  
Ms. Sonia F. Badillo took roll call.
5. Approval of Minutes
  - A. Discuss and approve the Regular Board Meeting Minutes for 11/26/2018  
Trustee Dan Blackwood made the first motion to approve the 1/26/2018 Regular Board Meeting Minutes as submitted. Trustee LeAnna Harding seconded the motion. The motion passed (4-0).
6. Superintendent Spotlight
  - A. Chavez Elementary - Spotlight  
Principal Liz Miller presented to the Board the Chavez Honor Choir. The students performed a couple of songs.
  - B. Little Elm High School Students of the Month  
Principal Renee Pentecost presented the students of the month awards to Hannah Smith & Kofi Forson.
  - C. CLASS Recognition  
Mr. Tony Tipton presented the CLASS Recognition Awards to the participants present.
  - D. Child Nutrition Administrative Review Audit

Mr. Rod Reeves presented a recognition to Carolyn Tarver and the Child Nutrition Department for an excellent review audit.

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  
There was no citizen input.

8. The Board recessed into Closed Meeting at 7:22 pm in PL1 as permitted by the Texas Open Meetings Act Code Subchapter 551.072 and 551.074. The Board and Superintendent discussed:

A. Land

B. Personnel

The Board reconvened at 8:29 pm.

9. Reports of the Superintendent

A. New Middle School Update

Mr. Rick Martin, Dr. Cyndy Mika, Mr. Ross Roberts, Mr. Clay Walker, and Mr. Rod Reeves gave the Board an update in regards to the New Middle Schools. The presentation included the following:

- Middle School Development Process History
- Timeline from March 2015 – December 2018
- Curriculum
- Safety & Security
- Technology
- Operations

10. Action Items

A. Discuss and approve the Annual Financial Report for Year Ended August 31, 2018

Mr. Grant Anderson and Mr. Dan Tonn presented to the Board the Annual Financial Report for Year Ended August 31, 2018. Mr. Tonn informed the Board that the audit went very well.

Trustee LeAnna Harding made the first motion to approve this item as submitted. Board Secretary Jason Olson seconded the motion. The motion passed (4-0).

B. Discuss and approve the Financial Reports

Mr. Grant Anderson briefed the Board on this item. The information included the following:

December 17, 2018 Financial Reports

- Notes to financials and current activity
- Fund Balance (Long – term financial) Analysis 2018-19
- 2018-19 General Fund Budget Recap
- Bond Projects
- Board Approved Bond Projects
- Financials in board packet

Board Secretary Jason Olson made the first motion to approve the Financial Reports as submitted. Trustee Dan Blackwood seconded the motion. The motion

passed (4-0).

- C. Discuss and approve the Little Elm ISD Interlocal Summary Report  
Mr. Grant Anderson approached the Board about this item. This allows LEISD to purchase products or services from other governmental entities, which have been properly awarded contracts through statutorily authorized methods.  
Trustee Dan Blackwood made the first motion to approve this item. Trustee LeAnna Harding seconded the motion. The motion passed (4-0).
- D. Discuss and approve the Little Elm ISD Expenditures over \$50,000 Summary Report  
Mr. Grant Anderson briefed the Board on this item. This allows LEISD to purchase products or services valued over \$50,000, which have been properly purchased through statutorily authorized methods.  
Trustee LeAnna Harding made the first motion to approve this item as submitted. Board Secretary Jason Olson seconded the motion. The motion passed (4-0).
- E. Discuss and approve the LEISD Grounds Mowing & Maintenance  
Mr. Rod Reeves shared with the Board the LEISD Grounds Mowing & Maintenance. This is a request for proposals were taken on November 27, 2018 for Grounds Mowing and Maintenance. Of the Grounds companies that provided proposals on one or more campuses, Haven Landscaping & Irrigation, Inc. is the number one ranked vendor that provides the best value.  
LEISD Grounds Mowing & Maintenance
- Request for Proposals
  - Scope of Services
  - Cost Breakdown
- Board Secretary Jason Olson made the first motion to approve the RFP 2018-852-10 as submitted. Trustee Dan Blackwood seconded the motion. The motion passed (4-0).
- F. Discuss and approve the Resolution Adopting the Prevailing Wage Rate for Construction Projects  
Mr. Rod Reeves approached the Board about the Resolution Adopting the Prevailing Wage Rate for Construction Projects. The District is required by Texas Government Code 2258.022 to determine for contracts for public works awarded by the District the general prevailing rate of per diem wages in the locality in which the public works are to be performed for each craft or type of worker needed to execute the contracts and the prevailing rate for legal holiday and overtime work.  
Trustee Dan Blackwood made the first motion to approve the Resolution as submitted. Trustee LeAnna Harding seconded the motion. The motion passed (4-0).  
Board President Melissa Myers read the following resolution:
- WHEREAS**, the Little Elm Independent School District (the “District”) is a public body which enters into contracts for the construction of public works on its behalf; and
- WHEREAS**, Texas Government Code §2258.021 provides that a worker employed on a public work by or on behalf of a political subdivision of the state

shall be paid not less than the general prevailing rate of per diem wages for work of a similar character in the locality in which the work is performed and not less than the general prevailing rate of per diem wages for legal holiday and overtime work; and

**WHEREAS**, the District is required by Texas Government Code §2258.022 to determine for contracts for public works awarded by the District the general prevailing rate of per diem wages in the locality in which the public works are to be performed for each craft or type of worker needed to execute the contracts and the prevailing rate for legal holiday and overtime work; and

**WHEREAS**, Texas Government Code §2258.022(a) provides that the District shall determine said prevailing rates by conducting a survey of the wages received by classes of workers employed on projects of a character similar to the contract work in the political subdivision of the state in which the public work is to be performed or by using the prevailing wage rate as determined by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276s et seq.) and its subsequent amendments; and

**WHEREAS**, Pursuant to Texas Government Code §2258.022(a)(1), the District shall use the prevailing wage rate as determined by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276s et seq.);

**NOW, THEREFORE, BE IT RESOLVED** that based on the recitals above the Board of Trustees of the Little Elm Independent School District hereby adopts the prevailing wage rate scale and the prevailing rate for legal holiday and overtime work attached hereto, and incorporated herein for all purposes as Exhibit “A” for contracts for public works awarded by the District in accordance with Texas Government Code §2258.022.

G. Discuss and approve the LEISD Insurance Roof Replacement Projects - Hackberry ES & Lakeside MS

Mr. Rod Reeves shared with the Board the CPSs base proposals for Hackberry ES Roof Replacement and for Lakeside MS Roof Replacement.

- Cost Breakdown for Hackberry ES
- Cost Breakdown for Lakeside MS

Trustee LeAnna Harding made the first motion to approve this item as submitted. Board Secretary Jason Olson seconded the motion. The motion passed (4-0).

H. Discuss and approve the Roof Replacement Projects - Brent, Chavez & Zellars

Mr. Rick Martin briefed the Board about this item. There were three CSP Base Proposals. The proposals were for Brent Elementary, Chavez Elementary, and Zellars.

Board Secretary Jason Olson made the first motion to approve this item as submitted. Trustee LeAnna Harding seconded the motion. The motion passed (4-0).

I. Discuss and approve the Project Budget and Construction GMP for the Lowell H. Strike Middle School

Mr. Rick Martin briefed the Board about the Project Budget and Construction GMP for the Lowell H. Strike Middle School. This is a presentation project

budget and guaranteed max pricing for the Lowell H. Strike Middle School. Trustee Dan Blackwood made the first motion to approve the item as submitted. Board Secretary Jason Olson seconded the motion. The motion passed (4-0).

J. Discuss and approve the Project Budget and Construction GMP for the Jerry R. Walker Middle School

Mr. Rick Martin briefed the Board about the Project Budget and Construction GMP for the Jerry R. Walker Middle School. This is a presentation project budget and guaranteed max pricing for the Jerry R. Walker Middle School. Trustee LeAnna Harding made the first motion to approve this item as submitted. Board Secretary Jason Olson seconded the motion. The motion passed (4-0).

K. Discuss and approve the LEISD Board of Trustees Social Media Guidelines

Ms. Melissa Myers shared with the Board the LEISD Board of Trustees Social Media Guidelines. The LEISD Board of Trustees has developed social media guidelines that will be included in the LEISD Board Operating Procedures. Trustee Dan Blackwood made the first motion to discuss this item and Trustee LeAnna Harding seconded the motion. After further discussion Board Secretary Jason Olson made the first motion to table this item for next month. Trustee Dan Blackwood seconded the motion. The motion passed (4-0).

11. Consent Agenda

A. Discuss and approve Gifts and Donations

Trustee Dan Blackwood made the first motion to approve the consent agenda as submitted. Board Secretary Jason Olson seconded the motion. The motion passed (4-0).

12. Board President Comments

Board President Melissa Myers wished everyone a Merry Christmas and Happy Holidays.

13. Board Comments

Board Secretary Jason Olson wished everyone Happy Holidays. He also congratulated Prestwick Academy Band for the great job.

Trustee LeAnna Hardin wished everyone Happy Holidays.

Trustee Dan Blackwood thanked everyone for the great job they do.

14. Superintendent Comments

- Thanks to staff
- Thanks to Cecelia Jones
- Thanks to Sonia Badillo
- Happy Holidays

15. Adjournment

Trustee LeAnna Harding made the first motion to adjourn the meeting. Board Secretary Jason Olson seconded the motion. The motion passed (4-0).

The meeting adjourned at 9:33 pm.

The meeting minutes were approved on February 18, 2019.

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Board President – Melissa Myers

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Board Secretary – Jason Olson

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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> 3-25-2019	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>REGULAR BOARD MEETING MINUTES -1-14-2019 (Amended).</b>				
<b>Presenter or Contact Person:</b>	Sonia S. Flores, Superintendent Secretary.				
<b>Policy/Code:</b>	N/A				
<b>Summary:</b>	Board Meeting Minutes for January 14, 2019.				
<b>Financial Implications:</b>	There is no financial impact to the budget.				
<b>Attachments:</b>	Meeting Minutes				
<b>Recommendation:</b>	<b>The Administration recommends the approval of the Regular Board Meeting Minutes for January 14, 2019.</b>				
<b>Motion:</b>	<b>I move that the Board approve the attached Regular Board Meeting Minutes for January 14, 2019.</b>				

# Minutes of Regular Meeting

## The Board of Trustees Little Elm ISD

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A Regular Meeting of the Board of Trustees of Little Elm ISD was held Monday, January 14, 2019, beginning at 6:30 PM in the Zellars Center for Learning and Leadership.

PRESENT: Board President Melissa Myers, Board Vice President David Montemayor, Trustee Dan Blackwood, Trustee LeAnna Harding, Trustee Alejandro Flores, Trustee DeLeon English, Superintendent Daniel Gallagher.

ABSENT: Board Secretary Jason Olson.

1. Call to Order Open Session in the Board Room at Zellars Center for Learning and Leadership on 300 Lobo Lane, Little Elm, Texas 75068. Board President Melissa Myers called the meeting to order at 6:30 pm.
2. Pledge of Allegiance  
The Board led those in attendance to The Pledges of the United States Flag and The Texas Flag.
3. Invocation  
Pastor Sutton offered the invocation.
4. Introduction and Roll Call  
Ms. Sonia S. Flores took roll call.
5. Approval of Minutes
  - A. Discuss and approve the Regular Board Meeting Minutes for 12/17/2018  
Trustee LeAnna Harding made the first motion to move the approval of this item for next month. Trustee Dan Blackwood seconded the motion. The motion passed (6-0).
6. Superintendent Spotlight
  - A. Lakeside Middle School - Spotlight  
Mr. Felipe Vargas and Ms. Teresa Natera presented to the Board a group of students who performed an acting original script on bullying.
  - B. Little Elm High School Students of the Month  
Ms. Renee Pentecost presented the LEHS Students of the Month Award to Colton Kennemer and Heaven Horton.
  - C. Board Recognition  
Mr. Daniel Gallagher recognized and thanked each Board Member for their dedication and continued support to Little Elm ISD.
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  
There was no citizen input.

8. The Board recessed into Closed Meeting at 6:57 pm in PL1 as permitted by the Texas Open Meetings Act Code Subchapter 551.072 and 551.074. The Board and Superintendent discussed:

A. Land

B. Personnel

The meeting reconvened at 7:41 pm.

9. Reports of the Superintendent

A. Community Outreach/Parent Liaison Update

Ms. Yamile Quintero shared with the Board a presentation on the following:

Supporting Our Families

- Parent Education Program
- 2017-2018 Parent Education Evaluation
- 2018-2019 Parent Education Evaluation
- Parenting Sessions / Fall 2018
- Parenting / Sessions / Winter – Spring 2019
- Our Parents: A Community of Motivated Learners
- Homeless Liaison Role
- Statistics
- Supporting Roles
- Angel Tree Program

Two community members who attend the parent meetings approached the Board and thanked them for their support on continuing with this program.

10. Action Items

A. Discuss and approve the Financial Reports

Mr. Jesse Wyse shared with the Board the Financial Reports for November 2018. Board Vice President David Montemayor made the first motion to approve the Financial Reports as submitted. Trustee Alejandro Flores seconded the motion. The motion passed (6-0).

B. Discuss and approve the Little Elm ISD Interlocal Summary Report

Mr. Jesse Wyse briefed the Board about the LEISD Interlocal Summary Report. This allows LEISD to purchase products or services from other governmental entities, which have been properly awarded contracts through statutorily authorized methods.

Trustee Dan Blackwood made the first motion to approve this item as submitted. Trustee LeAnna Harding seconded the motion. The motion passed (6-0).

C. Discuss and approve the Little Elm ISD Expenditures over \$50,000 Summary Report

Mr. Jesse Wyse shared with the Board the LEISD Expenditures over \$50,000 summary report. This allows LEISD to purchase products or services valued over \$50,000, which have been properly purchased through statutorily authorized

methods.

Trustee LeAnna Harding made the first motion to approve the item as submitted.

Trustee Alejandro Flores seconded the motion. The motion passed (6-0).

11. Consent Agenda

A. Discuss and approve Gifts and Donations

B. Discuss and approve the Personnel Memo

C. Discuss and approve the Maximum Class Size Exemption - Class Size Waivers

Trustee LeAnna Harding made the first motion to approve the Consent Agenda as submitted. Trustee DeLeon English seconded the motion.

The motion passed (6-0).

12. Board President Comments

Board President Melissa Myers commented on the following:

- Workshop Date
- Social Media Policy

13. Board Comments

Trustee DeLeon English welcomed everyone back

Trustee DeLeon English would like to see a customer experience concept

Trustee Alejandro Flores felt humble and grateful for all the gifts

Board Vice President David Montemayor thanked everyone for the gifts

Trustee LeAnna Harding thanked Dr. Tipton and Ms. Quintero for the community outreach

Trustee Dan Blackwood thanked everyone for the gifts

Trustee Dan Blackwood thanked Mr. Gallagher and Dr. Strike for all the great changes

14. Superintendent Comments

Mr. Gallagher commented on the following:

- Thanks to the Board for everything you do
- We are bless to have each one of you
- Thank you to the Principals
- Thank you Sonia for everything you do and the translation
- Thanks to the staff

15. Adjournment

Trustee LeAnna Harding made the first motion to adjourn the meeting. Trustee Dan Blackwood seconded the motion. The motion passed (6-0).

The meeting adjourned at 8:35 pm.

The minutes were approved on February 18, 2019.

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Board President – Melissa Myers

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Board Secretary – Jason Olson

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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> 3-25-2019	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>SPECIAL BOARD MEETING MINUTES - 2-01-2019</b>				
<b>Presenter or Contact Person:</b>	Sonia S. Flores, Superintendent Secretary.				
<b>Policy/Code:</b>	N/A				
<b>Summary:</b>	Board Meeting Minutes for February 1, 2019.				
<b>Financial Implications:</b>	There is no financial impact to the budget.				
<b>Attachments:</b>	Meeting Minutes				
<b>Recommendation:</b>	<b>The Administration recommends the approval of the Special Board Meeting Minutes for February 1, 2019.</b>				
<b>Motion:</b>	<b>I move that the Board approve the attached Special Board Meeting Minutes for February 1, 2019.</b>				

# Minutes of Special Meeting

## The Board of Trustees Little Elm ISD

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A Special Meeting of the Board of Trustees of Little Elm ISD was held Friday, February 1, 2019, beginning at 8:30 AM in the Zellars Center for Learning and Leadership.

PRESENT: Board President Melissa Myers, Board Secretary Jason Olson, Trustee LeAnna Harding, Trustee Dan Blackwood, and Superintendent Daniel Gallagher.

ABSENT: Board Vice President David Montemayor, Trustee DeLeon English and Trustee Alejandro Flores.

1. Call to Order Open Session in The PL1 at Zellars Center for Learning and Leadership on 300 Lobo Lane, Little Elm, TX 75068. Board President Melissa Myers called the meeting to order at 8:35 am.
2. Introduction and Roll Call  
Ms. Sonia S. Flores took roll call.
3. Discuss and approve the Order of Election for May 4, 2019  
Ms. Sonia S. Flores briefed the Board in regards to the Order of Election for May 4, 2019.  
Trustee Dan Blackwood made the first motion to approve this item as submitted.  
Board Secretary Jason Olson seconded the motion. The motion passed (4-0).
4. Adjournment  
Board Secretary Jason Olson made the first motion to approve the motion. Trustee LeAnna Harding seconded the motion. The motion passed (4-0).  
The meeting adjourned at 8:36 am.

The minutes were approved on February 18, 2019.

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Board President – Melissa Myers

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Board Secretary – Jason Olson

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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> 3-25-2019	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>REGULAR BOARD MEETING MINUTES -2-18-2019.</b>				
<b>Presenter or Contact Person:</b>	Sonia S. Flores, Superintendent Secretary.				
<b>Policy/Code:</b>	N/A				
<b>Summary:</b>	Board Meeting Minutes for February 18, 2019.				
<b>Financial Implications:</b>	There is no financial impact to the budget.				
<b>Attachments:</b>	Meeting Minutes				
<b>Recommendation:</b>	<b>The Administration recommends the approval of the Regular Board Meeting Minutes for February 18, 2019.</b>				
<b>Motion:</b>	<b>I move that the Board approve the attached Regular Board Meeting Minutes for February 18, 2019.</b>				

# Minutes of Regular Meeting

## The Board of Trustees Little Elm ISD

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A Regular Meeting of the Board of Trustees of Little Elm ISD was held Monday, February 18, 2019, beginning at 6:30 PM in the Zellars Center for Learning and Leadership.

PRESENT: Board Vice President David Montemayor, Board Secretary Jason Olson, Trustee Dan Blackwood, Trustee LeAnna Harding, Trustee Alejandro Flores, Trustee DeLeon English, and Superintendent Daniel Gallagher.

ABSENT: Board President Melissa Myers.

1. Call to Order Open Session in the Board Room at Zellars Center for Learning and Leadership on 300 Lobo Lane, Little Elm, Texas 75068. Board Vice President David Montemayor called the meeting to order at 6:38 pm.
2. Pledge of Allegiance  
The Board led those in attendance to the Pledges of The United States Flag and The Texas Flag.
3. Invocation  
There was no invocation
4. Introduction and Roll Call  
Ms. Sonia S. Flores took roll call.
5. Approval of Minutes
  - A. Discuss and approve the Regular Board Meeting Minutes for 12/17/2018  
Trustee LeAnna Harding made the first motion to postpone this item. Board Secretary Jason Olson seconded the motion. The motion passed (6-0).
  - B. Discuss and approve the Regular Board Meeting Minutes for 1/14/2019  
Trustee LeAnna Harding made the first motion to approve this item. Trustee Alejandro Flores seconded the motion. The motion passed (5-0-1). Board Secretary Jason Olson abstained from voting since he was absent for this meeting.
  - C. Discuss and approve the Special Meeting Minutes for 2/01/2019  
Trustee Dan Blackwood made the first motion to postpone this item. Trustee Alejandro Flores seconded the motion. The motion passed (6-0).
6. Superintendent Spotlight
  - A. Special Recognition  
Mr. Daniel Gallagher presented the Triple E Award to Ms. Kristine Sanborn. Ms. Sanborn is the CATE Teacher at Little Elm High School. Ms. Gallagher thanked Ms. Sanborn for all the great work she does with the students.

Dr. Tony Tipton and Ms. Yamile Quintero presented certificates of appreciation to community members and staff who volunteered at the Angel Tree Event.

B. CoServ

Mr. Daniel Gallagher received a check for \$39,448.14 on behalf of LEISD from CoServ.

C. Frisco Lakes Veterans Group Donation

Members of the Frisco Lakes Veterans Group presented a donation of \$500.00 to Mr. Frank Felice and the LE Band.

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

- Greg Alvord about SBOE District 14
- Tammie Solinski about salary
- Connie Brennecke about salary

8. The Board recessed into Closed Meeting in PL1 as permitted by the Texas Open Meetings Act Code Subchapter 551.072 and 551.074 at 7:11 pm. The Board and Superintendent discussed:

A. Land

B. Personnel

The Board reconvened at 8:04 pm.

9. Reports of the Superintendent

10. Action Items

A. Discuss and approve the Revised 2019-2020 LEISD Calendar

Dr. Cyndy A. Mika shared with the Board the Revised 2019-2020 LEISD Calendar. Changes requested are a reflection of changes the state has made to the assessment programs and revised dates of assessments. The changes also reflect the availability for graduation 2020.

Board Secretary Jason Olson made the first motion to approve the item as submitted. Trustee Dan Blackwood seconded the motion. The motion passed (6-0).

B. Discuss and approve the Policy AE (LOCAL) - Update Mission Statement

Ms. Cleota Epps shared with the Board the Policy AE (LOCAL) – Update Mission Statement. This update is to reflect the LEISD mission statement.

Board Secretary Jason Olson made the first motion to approve this item as submitted. Trustee DeLeon English seconded the motion. The motion passed (6-0).

C. Discuss and approve Policy CCA (LOCAL) - Update Local Revenue Sources Bond Issues

Ms. Cleota Epps shared with the Board Policy CCA (LOCAL) – Update Local Revenue Sources Bond Issues. The purpose of the District’s debt management policy is to establish and maintained well-defined debt management guidelines. Trustee Dan Blackwood made the first motion to approve this item as submitted. Trustee LeAnna Harding seconded the motion. The motion passed (6-0).

D. Discuss and approve the Policy BDB (LOCAL) - Update Board Internal Organization Internal Committees  
Ms. Cleota Epps briefed the Board about Policy BDB (LOCAL) – Update Board Internal Organization Internal Committees. This policy provides guidelines for Special Committees.  
Trustee Alejandro Flores made the first motion to approve the item as submitted. Board Secretary Jason Olson seconded the motion. The motion passed (6-0).

E. Discuss and approve the Financial Reports  
Mr. Grant Anderson shared with the Board the Financial Reports. The report included the following:  
LEISD Financial Report

- Notes to Financials
- Budget Recap
- Fund Balance
- Bond Projects
- Board Approved Bond Projects
- Board Approved Capital Projects
- 2018-19 Debt Service Fund Budget Actuals
- Financials in Board Packet

Board Secretary Jason Olson made the first motion to approve the item as submitted. Trustee DeLeon English seconded the motion. The motion passed (6-0).

F. Discuss and approve the Little Elm ISD Interlocal Summary Report  
Mr. Grant Anderson briefed with the Board the Little Elm ISD Interlocal Summary Report. This allows LEISD to purchase products or services from other governmental entities which have been properly awarded contracts through statutorily authorized methods.  
Trustee Dan Blackwood made the first motion to approve this item as submitted. Board Secretary Jason Olson seconded the motion. The motion passed (6-0).

G. Discuss and approve the Purchase of Eleven (11) Passenger Buses & One (1) 47 Passenger Bus for Little Elm ISD  
Mr. Rod Reeves shared with the board the Purchase of Eleven (11) Passenger Buses & One (1) 47 Passenger Bus for Little Elm ISD. The Administration is requesting the purchase of these buses to replace the ten (10) leased Goldstar buses for District vehicles. The buses will be equipped with seat belts as required by policy along with all necessary equipment and camera system.  
Trustee Dan Blackwood made the first motion to approve this item as submitted. Board Secretary Jason Olson seconded the motion. The motion passed (6-0).

H. Discuss and approve the Project Budget and Construction GMP for Scotty's Lake Lane Off-Site Improvements  
Mr. Rick Martin presented to the Board the Project Budget and Construction GMP for Scotty's Lake Lane Off-Site Improvements.  
Trustee Dan Blackwood made the first motion to approve this item as submitted. Trustee LeAnna Harding seconded the motion. The motion passed (6-0).

## 11. Consent Agenda

- A. Discuss and approve the Annual Report 2017-2018
  - B. Discuss and approve the Maximum Class Size Exemption - Class Size Waivers
  - C. Discuss and approve the Personnel Memo
  - D. Discuss and approve the Joint Election Agreement Contract for Election Services with Denton County
  - E. Discuss and approve Gifts and Donations
  - F. Discuss and approve the Annual Investment Report and Policy Review
  - G. Discuss and approve Declaring Facility Equipment Surplus and Authorizing for Disposal  
Board Secretary Jason Olson made the first motion to approve the Consent Agenda as submitted. Trustee Dan Blackwood seconded the motion. The motion passed (6-0).
12. Board President Comments  
There were no comments
13. Board Comments  
Trustee DeLeon English appreciates all the hard work. Mr. English also enjoyed the groundbreaking.  
Trustee Alejandro Flores enjoys seeing all the reports on line.  
Board Secretary Jason Olson thanked everyone for the gifts during Board appreciation.  
Trustee LeAnna Harding wished Dr. Cyndy Mika a Happy Birthday.  
Trustee Dan Blackwood thanked Mr. Grant Anderson for the color scheme.  
Board Vice President David Montemayor thanked everyone for everything they do. Mr. Montemayor also mentioned how happy he is about all the information coming out with important stuff.
14. Superintendent Comments
- Happy Birthday to Dr. Mika
  - Groundbreaking was a great event
  - Great to have the community at groundbreakings
  - Thanks to Frank Felice for being here
  - Thanks to Executive Team and Ms. Flores
15. Adjournment  
Board Secretary Jason Olson made the first motion to adjourn the meeting. Trustee Dan Blackwood seconded the motion. The motion passed (6-0).  
The meeting adjourned at 8:32 pm.

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# Board Agenda Item

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

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Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
03-25-2019	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>COMMITMENT TO EXCELLENCE UPDATE</b>				
<b>Presenter or Contact Person:</b>	Dr. Cyndy A. Mika, Assistant Superintendent for School Improvement and Accountability				
<b>Policy/Code:</b>	N/A				
<b>Summary:</b>	This report will update the Board on the Commitment to Excellence Process that the campuses undergo for continuous improvement.				
<b>Financial Implications:</b>	There is no financial impact to the budget.				
<b>Attachments:</b>	Commitment to Excellence Presentation				
<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>				

# EXCELLENCE



COMMITMENT TO EXCELLENCE PROCESS



**Little Elm ISD**

*Engage Equip Empower*

# The Process



“If you chase two rabbits...you will catch  
neither.”



# Why?

- To ensure we are acting on our commitments
- To regularly review our actions and renew our focus
- To support campuses and departments with increased efficiency and effectiveness
- To ultimately...improve

# The Process

“What’s the ONE THING I can do such that by doing it everything else will be easier or unnecessary?”

(Keller, 2012, p. 107)



**Little Elm ISD**

*Engage Equip Empower*

# Training

On July 26 and 27, we trained close to 75 teachers and administrators

- One Thing Training
- Root Cause Analysis Training
- Each Campus looked at their previous year's data including:
  - STAAR
  - TELPAS
  - MAP
  - Discipline
- Narrowed their concerns to one that they believed if addressed would cause a ripple affect on their campus
- Root Cause Analysis Using the 5 Whys Protocol
- Development of their campus "One Thing"



COMMITMENT TO EXCELLENCE PROCESS

### 2017-2018 LEISD Action Planning (5 Why's)

Campus/Department: Oak Point Elementary Instructional Focus 2017-2018

Problem of Practice Statement (based on the data): We found a trend beginning in K - 5th grade that students lacked foundational literacy skills based on data analysis on STAAR and MAP.

Data used: STAAR and MAP

#### Root Cause Analysis (5 Whys)

Because...Why?

1. Our students are struggling with decoding and vocabulary development.

Because... Why?

2. Students are not provided adequate time to build decoding and vocabulary skills.

Because... Why?

3. Teachers lack fidelity in their phonics and vocabulary instruction.

Because... Why?

4. Teachers lack training and resources necessary to teach phonics and vocabulary.



Oak Point Elementary  
Commitment to Excellence



THE **ONE** THING

K-5th grade teachers will effectively implement daily phonics instruction with fidelity to ensure student success.

# THE ONE THING

K-5th grade teachers will effectively implement daily phonics instruction with fidelity to ensure student success.



<b>Plan on a Page</b>		<b>Oak Point Elementary</b>
<b>LEISD Mission</b>		
The Mission of Little Elm ISD is ENGAGE, EQUIP, and realize their full potential.		to... EMPOWER each student to
<b>District Vision</b>		
The Vision of the Little Elm ISD Community is to be "THE Destination District."		
<b>Core Values</b>		
<ul style="list-style-type: none"><li>• A culture founded on the highest qualities of character</li><li>• Unleashing every individual's highest potential</li><li>• Creating a community where every student loves to learn, every teacher loves to teach and every person is proud to call home</li><li>• Embracing all of our kids as all of our kids</li><li>• Open, transparent, and timely communication</li></ul>		
<b>The One Thing</b>		
K-5th grade teachers will effectively implement daily phonics instruction with fidelity to ensure student success.		
<b>GOAL(S)</b>	<b>COMMITMENT(S)</b>	
Goal 1 Strategy 3 Action Step 1	1. We will measure goal implementation and fidelity through daily 20 min. walkthrough observations utilizing a walkthrough form by administration and campus specialists.	
Goal 3 Strategy 3 Action Step 3	2. We will have PLC discussions utilizing quantitative data as well as feedback and reflections from Google docs spreadsheet.	
Goal 3 Strategy 4 Action Step 5	3. We will provide monthly training by specialists and expert teachers including videos that illustrate phonics lessons by expert campus teachers.	
Goal 8 Strategy 1 Action Step 2	4. Students' growth will be measured through BOY, MOY and EOY MAP data as well as STAAR results. Data will also be analyzed through formative and summative assessments.	

# The Process:

## Strategies, Plan, and Implementation

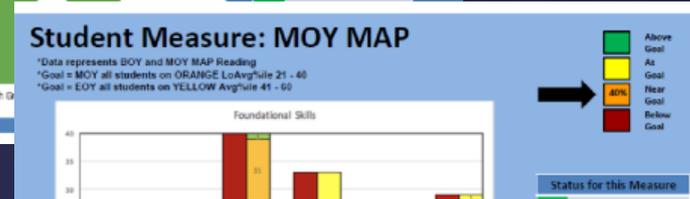
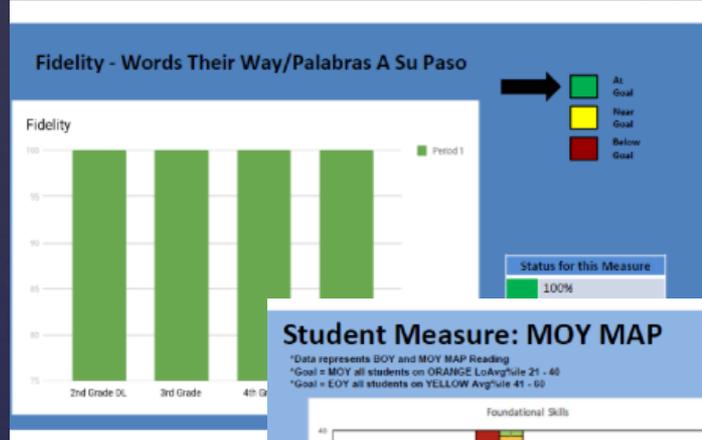
### Measures:

- Fidelity (Adult Behavior)
- Student Data Results
  - Formative
  - Summative

# Quarterly Review:

- November
- February
- June

35



### Oak Point Commitments - MOY

Campus Commitments		District Commitments	
Commitment	Person Responsible	Commitment	Person Responsible
# of walkthroughs on the fidelity slide	Debbie	Pourbas and Pinnell Training	Amanda will follow up on this
Keep the presentation down to the number of slides on template	Debbie	LLI Kits	Ashley will conduct an inventory of LLI kits at campuses in the district to determine where the gaps are and put together a cost analysis



COMMITMENT TO EXCELLENCE PROCESS

2018-2019

Middle of the Year

Commitment to Excellence Dashboard

2018 - 2019 Dashboard

<b>Brent</b>	Increase reading comprehension by effectively implementing all components of guided reading with validity.		
Measure	Measurement	March	June
Student	MAP: Student Growth	Near Goal	
Student	STAAR Meets		
Student	STAAR Masters		
<b>Chavez</b>	Planning for and effectively utilizing high yield instructional strategies.		
Measure	Measurement	March	June
Student	MAP: Student Growth	Near Goal	
Student	STAAR Meets		
Student	STAAR Masters		
<b>Hackberry</b>	All students will make one year of growth in the area of reading and math.		
Measure	Measurement	March	June
Student	MAP: Student Growth	Near Goal	
Student	STAAR Meets		
Student	STAAR Masters		



<b>Lakeview</b>	<b>Ensure student-centered learning focused on reading comprehension to guarantee student growth in reading.</b>		
Measure	Measurement	March	June
Student	MAP: Student Growth	Near Goal	
Student	STAAR Meets		
Student	STAAR Masters		
<b>Oak Point</b>	<b>K - 5th grade teachers will increase comprehension in all content areas by effectively implementing daily phonics instruction with fidelity.</b>		
Measure	Measurement	March	June
Student	MAP: Student Growth	Near Goal	
Student	STAAR Meets		
Student	STAAR Masters		
<b>Prestwick</b>	<b>To add value (growth) to every learner. At a minimum we want 75% of students to meet or exceed expected growth per MAP and STAAR.</b>		
Measure	Measurement	March	June
Student	MAP: Student Growth	Near Goal	
Student	STAAR Meets		
Student	STAAR Masters		

<b>Lakeside</b>	Students will meet projected growth by strengthening TIER 1 instruction, which will be evidenced by an increased number of students meeting their projected NWEA MAP growth measures in Math and Reading.		
Measure	Measurement	March	June
Student	MAP: Student Growth	At Goal	
Student	STAAR Meets		
Student	STAAR Masters		
<b>LEHS</b>	We will improve student literacy by consistently implementing effective training on how to use high-yield instructional strategies in all content areas to increase the amount of quality reading and writing practice with quality feedback to teachers.		
Measure	Measurement	March	June
Student	MAP: Student Growth	At Goal	
Student	STAAR Meets		
Student	STAAR Masters		
<b>Zellars Alternative Center</b>	Our students will be educated in an environment where they feel valued and have ownership in their program which will have a positive impact on attendance, performance, and student buy-in.		
Measure	Measurement	March	June
Student	Behavior Matrix Points	At Goal	
Student	STAAR Meets		
Student	STAAR Masters		



**Little Elm ISD**  
*Engage Equip Empower*

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# Board Agenda Item

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

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Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Discussion Item
03-25-2019	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>LITTLE ELM ISD CHILD NUTRITION 2018-2019 PROGRAM UPDATE</b>				
<b>Presenter or Contact Person:</b>	Carolyn Tarver, Child Nutrition Director				
<b>Policy/Code:</b>	NA				
<b>Summary:</b>	School Year 2018-2019 Compliance, Meal Eligibility, Participation, Human Resource and Technology update				
<b>Financial Implications:</b>					
<b>Attachments:</b>	Power Point				
<b>Recommendation:</b>	The presentation for Child Nutrition update is for informational purpose only				
<b>Motion:</b>	N/A				

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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 03-25-2019	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	<b>CHILDCARE PROGRAM ANNUAL REPORT</b>				
Presenter or Contact Person:	Lisa Hooten, Director of Childcare.				
Policy/Code:	N/A				
Summary:	Report of Childcare Operation for the 2018-2019 School year				
Financial Implications:	There is no financial impact to the budget.				
Attachments:	N/A				
Recommendation:	<b>Item is for informational purposes only. No recommendation is necessary.</b>				
Motion:	<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	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
03-25-2019	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>4TH QUARTER 2018 GROWTH REPORT</b>				
<b>Presenter or Contact Person:</b>	Rod Reeves, Executive Director for Operational Services				
<b>Policy/Code:</b>	N/A				
<b>Summary:</b>	Little Elm ISD growth reports provide quarterly data on the economic status, housing analysis, future developments, student enrollment history and student forecast for the Dallas/Fort Worth area and the District.				
<b>Financial Implications:</b>	There is no financial impact to the budget.				
<b>Attachments:</b>	Under separate cover				
<b>Recommendation:</b>	<b>Item is for informational purposes only. No recommendation is necessary.</b>				
<b>Motion:</b>	<b>Item is for information purposes only. No motion is necessary.</b>				

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# Board Agenda Item

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

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Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
03-25-2019	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>PROCLAMATION 2019 INSTRUCTIONAL MATERIALS ADOPTION</b>				
<b>Presenter or Contact Person:</b>	Dr. Ashley Glover, Executive Director for Educational Services Doug Sevier, Director for Curriculum and Instruction				
<b>Policy/Code:</b>	EFA (LEGAL)				
<b>Summary:</b>	This document provides the Board of Trustees with the final recommendations for Proclamation 2019: Instructional Materials Adoption				
<b>Financial Implications:</b>	Instructional Materials Allotment Costs				
<b>Attachments:</b>	Proclamation 2019 process and final recommendations				
<b>Recommendation:</b>	<b>LEISD recommends the approval of the Proclamation 2019 Final Recommendations</b>				
<b>Motion:</b>	<b>LEISD requests the approval of the the Proclamation 2019 Final Recommendations.</b>				

# Little Elm Independent School District Proclamation 2019 Instructional Materials Adoption

# Textbooks and Resource Materials Proclamation 2019

- ❖ English Language Arts and Reading, Kindergarten–Grade 8
- ❖ Spanish Language Arts and Reading, Kindergarten–Grade 6
- ❖ Spelling, grades 1–6 (English)
- <sup>46</sup>❖ Spelling, grades 1–6 (Spanish)
- ❖ Handwriting, grades K–5 (English)
- ❖ Handwriting, grades K–5 (Spanish)
- ❖ English Learners Language Arts, grades 7–8
- ❖ Personal Financial Literacy

# Stakeholder Input

- ❖ Parent and Community Opportunities
  - Parent and Community Event on February 18
  - Social Media and Parent Outreach
- ❖ Rubrics
  - [PK-2 IMA Rubric](#)
  - [Grades 3-12 IMA Rubric](#)

# Stakeholder Input

Three committee meetings with campus representatives  
25 representatives; each campus represented

Sample materials at each campus  
Each school reviewed and rated all publishers

Multiple meetings with publishers

# Final Recommendations

Content areas	Textbook recommendation	Notes
English Language Arts & Reading K-8	Houghton Mifflin Harcourt (HMH) Pearson	Spelling, Handwriting Embedded ELL Support Embedded
Spanish Language Arts & Reading K-8	Houghton Mifflin Harcourt (HMH) Pearson	Spelling, Handwriting Embedded

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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> 03-25-2019	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>SEVEN PROFESSIONAL FTEs</b>				
<b>Presenter or Contact Person:</b>	Cleota Epps, Assistant Superintendent Human Resource & Student Services				
<b>Policy/Code:</b>	DCA, DCB, DC, AND DCE, as appropriate.				
<b>Summary:</b>	Seven (7) professional FTEs to assist in lowering the student to teacher ratios and meeting campus needs.				
<b>Financial Implications:</b>	\$455,000 (Included in 2019/2020 budget)				
<b>Attachments:</b>	None				
<b>Recommendation:</b>	<b>The Administration recommends approval of seven (7) professional teacher FTEs, as submitted.</b>				
<b>Motion:</b>	<b>I move the Board approve the seven (7) professional FTEs, as submitted.</b>				

# Board Agenda Item

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

Board Mtg. Date 03-25-2019	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Discussion Item
<b>Subject:</b>	<b>FINANCIAL REPORTS - JANUARY 2019</b>				
<b>Presenter or Contact Person:</b>	Grant Anderson, Associate Superintendent and Chief Financial Officer				
<b>Policy/Code:</b>	Board Legal Status Powers and Duties - BAA (LOCAL) Annual Operating Budget - CE (LOCAL)				
<b>Summary:</b>	Monthly financial reports prepared by Business Services Department				
<b>Financial Implications:</b>	Increase in General Fund revenues and increase in appropriate expenditure budgets				
<b>Attachments:</b>	1) Budget Amendments 2) Information - Miscellaneous Business Office Reports Monthly Fund Balance Comparison Statement of Unaudited Revenue and Expenditures Cash Flow Statements Bank Reconciliations Investment Report Fund Summary of Revenue and Expenditures Tax Collection Report Construction Report				
<b>Recommendation:</b>	<b>The Administration recommends approval of the January 2019 Financial Reports as presented.</b>				
<b>Motion:</b>	<b>I move that the Board approve the January 2019 Financial Reports as presented.</b>				

Little Elm Independent School District  
 General Fund  
 Budget Amendments  
 March 2019

	Fund	FX	Decrease	FX	Increase	Org	Incr / (Decr) Fund Bal	Reason
1	183	00	500	36	500	001		Budget for stadium rental fees and associated expenditures.
2	183	00	2,350	36	2,350	001		Budget for playoff host revenue and associated expenditures.
3	199	00	370	11	370	001		Budget for classroom art fees.
4	199	11	5,000	36	5,000	001		Reallocate funds to cover cost of HOSA uniforms.
5	199	00	60	11	60	041		Budget for classroom art fees.
6	199	00	120	11	120	041		Budget for classroom band fees.
7	199	00	1,465	11	1,396	042		Budget for receipt of classroom music fees to cover purchase of music supplies. Reallocate funds to cover PE travel costs.
				13	69			
8	199	11	1,000	13	1,000	105		Reallocate funds to cover travel to Ron Clark Conference for ESL program.
9	199	11	2,029	13	2,029	105		Reallocate funds to cover travel to Ron Clark Conference for at-risk program.
10	199	11	2,900	51	2,900	107		Reallocate funds to cover cleaning costs for stage curtain.
11	199	23	200	33	200	108		Reallocate funds to purchase nursing supplies.
12	199	11	1,000	13	1,000	108		Reallocate funds to cover staff development travel costs.
13	199	13	4,300	11	4,300	821		Reallocate funds to purchase Pre-K furniture and supplies for Hackberry Elementary.
14	199	53	9,000	21	9,000	821		Reallocate funds to cover staff development costs.
15	199	11	1,200	36	1,200	821		Reallocate funds to cover anticipated expenditures for district art show.





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

**FOOD SERVICE FUND**

**CHILD CARE**

240

720

CONTROL CODES	REVENUES	FOOD SERVICE FUND			CHILD CARE		
		ORIGINAL BUDGET	PROPOSED AMENDMENTS	AMENDED BUDGET	ORIGINAL BUDGET	PROPOSED AMENDMENTS	AMENDED BUDGET
5700	LOCAL	1,644,050		1,644,050	670,220		670,220
5800	STATE	20,000		20,000	-		-
5900	FEDERAL	2,186,778		2,186,778	-		-
		3,850,828	-	3,850,828	670,220	-	670,220
<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	4,274,828		4,274,828	-		-
36	Co-curricular Activities	-		-	-		-
41	General Administration	-		-	-		-
51	Plant Maintenance	-		-	-		-
52	Security	-		-	-		-
53	Data Processing	-		-	-		-
61	Community Services	-		-	628,990	-	628,990
71	Debt Services	-		-	-		-
81	Facilities	-		-	-		-
91	Contracted Instr Between Schools	-		-	-		-
95	Payments to JUV Justice Alt	-		-	-		-
99	Intergovernmental Charges	-		-	-		-
	<b>TOTAL EXPENDITURES</b>	<b>4,274,828</b>	<b>-</b>	<b>4,274,828</b>	<b>628,990</b>	<b>-</b>	<b>628,990</b>
	<b>FUND BALANCE 08/31/18</b>	1,420,760		1,420,760	64,448		64,448
	<b>EST FUND BALANCE</b>	<b>996,760</b>	<b>-</b>	<b>996,760</b>	<b>105,678</b>	<b>-</b>	<b>105,678</b>

**Little Elm Independent School District**  
**Statement of Unaudited Revenues and Expenditures - Budget vs. Actual**  
**As of January 31, 2019**

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

CONTROL CODES	REVENUES	2018-2019	PERIOD	Y-T-D	VARIANCE	PERCENT TO TOTAL	PERCENT OF YEAR ELAPSED
		Approved Budget	RECEIPTS/ EXPENDITURES	RECEIVED/ ENC + EXP	FAVORABLE (UNFAVORABLE)		
5700	LOCAL	52,724,686.00	14,346,073.60	49,829,006.46	(2,895,679.54)	94.51%	42%
5800	STATE	18,351,031.00	340,490.28	8,473,802.63	(9,877,228.37)	46.18%	42%
5900	FEDERAL	1,250,000.00	38,137.07	1,428,744.71	178,744.71	114.30%	42%
<b>TOTAL REVENUES</b>		<b>72,325,717.00</b>	<b>14,724,700.95</b>	<b>59,731,553.80</b>	<b>(12,594,163.20)</b>	<b>82.59%</b>	<b>42%</b>
<b>EXPENDITURES</b>							
0011	Instruction	39,904,253.00	3,685,207.67	18,657,096.18	21,247,156.82	46.75%	42%
0012	Library Services	731,379.00	71,045.84	354,625.98	376,753.02	48.49%	42%
0013	Curriculum & Staff Development	1,653,824.00	105,805.14	692,791.58	961,032.42	41.89%	42%
0021	Instructional Leadership	1,324,488.00	118,724.90	575,372.58	749,115.42	43.44%	42%
0023	School Leadership	4,372,596.00	333,519.43	1,780,285.02	2,592,310.98	40.71%	42%
0031	Guidance & Counseling	2,148,114.00	167,595.76	859,523.68	1,288,590.32	40.01%	42%
0032	Social Work Services	33,300.00	-	32,095.49	1,204.51	96.38%	42%
0033	Health Services	578,378.00	53,580.18	277,101.83	301,276.17	47.91%	42%
0034	Student Transportation	2,372,370.00	381,747.93	905,908.20	1,466,461.80	38.19%	42%
0035	Food Services	175,525.00	8,968.84	81,601.85	93,923.15	46.49%	42%
0036	Co-curricular Activities	2,016,925.00	196,017.14	933,502.03	1,083,422.97	46.28%	42%
0041	General Administration	3,146,978.00	296,298.59	1,494,156.33	1,652,821.67	47.48%	42%
0051	Plant Maintenance	7,824,989.00	581,411.98	3,444,232.17	4,380,756.83	44.02%	42%
0052	Security & Monitoring	1,273,634.00	139,708.73	505,087.23	768,546.77	39.66%	42%
0053	Data Processing	1,588,270.00	117,408.36	718,833.69	869,436.31	45.26%	42%
0061	Community Service	53,598.00	2,933.75	28,347.30	25,250.70	52.89%	42%
0071	Debt Services	1,402,642.00	500.00	891,453.80	511,188.20	63.56%	42%
0081	Facility Acquisition	194,454.00	17,146.67	117,609.74	76,844.26	60.48%	42%
0091	Contracted Instr Between Schools	1,100,000.00	-	768,280.00	331,720.00	69.84%	42%
0095	Pmt to Juvenile Justice	40,000.00	534.00	5,963.00	34,037.00	14.91%	42%
0099	Intergovernmental Charges	385,000.00	-	193,883.41	191,116.59	50.36%	42%
<b>TOTAL EXPENDITURES</b>		<b>72,320,717.00</b>	<b>6,278,154.91</b>	<b>33,317,751.09</b>	<b>39,002,965.91</b>	<b>46.07%</b>	<b>42%</b>
<b>OPERATING TRANSFERS</b>							
7910	Other Resources	-	-	-	-		
8910	Other Uses	(5,000.00)	(2,038.00)	(2,038.00)			
<b>TOTAL OPERATING TRANSFERS</b>		<b>(5,000.00)</b>	<b>(2,038.00)</b>	<b>(2,038.00)</b>			
0100	Fund Balance 08/31/18	28,930,503.00	-	28,930,503.00			
3000	Year to Date Fund Bal. (unaudited)	<b>28,930,503.00</b>		<b>55,342,267.71</b>			

**Little Elm Independent School District  
General Operating Cash Flow Statement  
FY 2018-2019**

	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	
<i>Beginning Cash Balance in Bank</i>	31,123,061.66	27,661,780.39	25,181,183.96	22,985,408.73	18,900,349.46	-	-	-	-	-	-	-	31,123,061.66	
<b>RECEIPTS</b>														
Tax Collections	38,220.74	773,699.59	2,152,863.71	361,201.05	-	-	-	-	-	-	-	-	3,325,985.09	
Interest	15,549.15	16,986.74	14,598.23	13,019.96	9,394.62	-	-	-	-	-	-	-	69,548.70	
Other Local Revenue	1,340,828.90	383,948.81	869,726.97	152,096.48	144,083.57	-	-	-	-	-	-	-	2,890,684.73	
State Revenue - Available School	-	363,650.00	356,612.00	251,463.00	114,404.00	-	-	-	-	-	-	-	1,086,129.00	
State Revenue - Foundation	2,587,581.00	2,113,488.00	1,111,659.00	-	-	-	-	-	-	-	-	-	5,812,728.00	
State Revenue - Debt Service	-	-	-	260,360.00	-	-	-	-	-	-	-	-	260,360.00	
State Revenue - Misc	256,616.14	9,648.80	-	-	-	-	-	-	-	-	-	-	266,264.94	
MAC Receipts/SHARS	14,051.95	23,207.50	36,595.51	822,056.26	38,137.07	-	-	-	-	-	-	-	934,048.29	
Federal Program Revenue	93,762.91	209,573.68	33,427.90	289,589.70	-	-	-	-	-	-	-	-	626,354.19	
Federal Program Revenue 240	151,978.48	224,762.78	255,173.67	213,810.50	153,550.87	-	-	-	-	-	-	-	999,276.30	
Lunch Revenue - local 240	159,875.62	209,193.12	164,018.54	135,436.82	160,012.27	-	-	-	-	-	-	-	828,536.37	
Payroll Deposits	1,000.10	979.24	45.50	45.50	412.50	-	-	-	-	-	-	-	2,482.84	
Proceeds Land Sale	-	-	-	-	-	-	-	-	-	-	-	-	-	
Transfers from Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-	
Transfers from Investment Acct	500,000.00	2,425,000.00	-	-	-	-	-	-	-	-	-	-	2,925,000.00	
<b>Total Revenue</b>	<b>5,159,464.99</b>	<b>6,754,138.26</b>	<b>4,994,721.03</b>	<b>2,499,079.27</b>	<b>619,994.90</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,027,398.45</b>	
<b>DISBURSEMENTS</b>														
Payroll Checks	2,906,612.50	2,957,450.56	4,087,637.36	3,013,290.60	2,964,211.06	-	-	-	-	-	-	-	15,929,202.08	
Accounts Payable Checks	4,554,949.37	5,087,765.48	1,843,775.11	2,120,518.44	1,706,040.35	-	-	-	-	-	-	-	15,313,048.75	
TRS Deposit	801,264.94	826,959.61	820,904.27	823,096.94	819,459.67	-	-	-	-	-	-	-	4,091,685.43	
IRS Deposit	357,552.43	359,517.04	437,762.17	366,707.56	357,639.16	-	-	-	-	-	-	-	1,879,178.36	
Bank Charges/ NSF's/Bk Trans	367.02	3,042.00	417.35	165.00	85.00	-	-	-	-	-	-	-	4,076.37	
<b>Total Expenditures</b>	<b>8,620,746.26</b>	<b>9,234,734.69</b>	<b>7,190,496.26</b>	<b>6,323,778.54</b>	<b>5,847,435.24</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>37,217,190.99</b>	
Cash to TEA	-	-	-	-	-	-	-	-	-	-	-	-	-	
Cash Transferred to Debt Service	-	-	-	260,360.00	-	-	-	-	-	-	-	-	260,360.00	
Transfers to Investment Accounts	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Total Expenditures &amp; Transfers</b>	<b>8,620,746.26</b>	<b>9,234,734.69</b>	<b>7,190,496.26</b>	<b>6,584,138.54</b>	<b>5,847,435.24</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>37,477,550.99</b>	
<b>Net Change in Cash</b>	<b>(3,461,281.27)</b>	<b>(2,480,596.43)</b>	<b>(2,195,775.23)</b>	<b>(4,085,059.27)</b>	<b>(5,227,440.34)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(17,450,152.54)</b>	
<b>Ending Cash Balance in bank</b>	<b>27,661,780.39</b>	<b>25,181,183.96</b>	<b>22,985,408.73</b>	<b>18,900,349.46</b>	<b>13,672,909.12</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,672,909.12</b>	
Beginning Cash Balance Lone Star	67,272,072.14	66,883,130.72	65,704,143.46	65,824,759.14	62,379,243.31	-	-	-	-	-	-	-	67,272,072.14	
Beginning Cash Balance TexStar	59,589,356.79	59,687,270.53	59,195,813.91	59,303,708.70	59,419,889.35	-	-	-	-	-	-	-	59,589,356.79	
Beginning Cash Balance Texas Class	56,401,119.96	56,495,514.01	56,073,342.88	55,089,641.90	82,129,981.14	-	-	-	-	-	-	-	56,401,119.96	
Interest Earned Lone Star	111,058.58	121,012.74	120,615.68	124,160.22	129,023.92	-	-	-	-	-	-	-	605,871.14	
Interest Earned TexStar	97,913.74	108,543.38	107,894.79	116,180.65	120,170.74	-	-	-	-	-	-	-	550,703.30	
Interest Earned TexasClass	94,394.05	102,828.87	103,756.60	128,625.60	181,968.38	-	-	-	-	-	-	-	611,573.50	
Transfers out	(500,000.00)	(2,425,000.00)	(1,087,457.58)	(4,648,743.44)	(1,665,246.59)	-	-	-	-	-	-	-	(10,326,447.61)	
Transfers in	-	-	-	27,990,781.03	14,327,139.69	-	-	-	-	-	-	-	-	42,317,920.72
<b>Ending Cash Balance Invested</b>	<b>183,065,915.26</b>	<b>180,973,300.25</b>	<b>180,218,109.74</b>	<b>203,929,113.80</b>	<b>217,022,169.94</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>217,022,169.94</b>	
<b>TOTAL CASH AVAILABLE</b>	<b>210,727,695.65</b>	<b>206,154,484.21</b>	<b>203,203,518.47</b>	<b>222,829,463.26</b>	<b>230,695,079.06</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>230,695,079.06</b>	

**Little Elm Independent School District  
Debt Service Cash Flow Statement  
FY 2018-2019**

	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
<i>Beginning Cash Balance in Bank</i>	36,970.28	49,627.38	358,101.89	420,476.81	125,571.78	-	-	-	-	-	-	-	36,970.28
<b>RECEIPTS</b>													
Tax Collections	12,629.83	308,380.59	862,012.68	144,583.14	-	-	-	-	-	-	-	-	1,327,606.24
Interest	27.27	93.92	362.24	151.83	96.02	-	-	-	-	-	-	-	731.28
Bond Issuance	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer from General Operating	-	-	-	260,360.00	-	-	-	-	-	-	-	-	260,360.00
Transfers from Investment Acct	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	12,657.10	308,474.51	862,374.92	405,094.97	96.02	-	-	-	-	-	-	-	1,588,697.52
<b>DISBURSEMENTS</b>													
Bank Charges/ NSF's/Bk Trans	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers to Investment Accounts	-	-	800,000.00	700,000.00	-	-	-	-	-	-	-	-	1,500,000.00
Transfer to General Operating	-	-	800,000.00	700,000.00	-	-	-	-	-	-	-	-	1,500,000.00
Total Expenditures & Transfers	-	-	800,000.00	700,000.00	-	-	-	-	-	-	-	-	1,500,000.00
Net Change in Cash	12,657.10	308,474.51	62,374.92	(294,905.03)	96.02	-	-	-	-	-	-	-	88,697.52
<b>Ending Cash Balance in bank</b>	<b>49,627.38</b>	<b>358,101.89</b>	<b>420,476.81</b>	<b>125,571.78</b>	<b>125,667.80</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>125,667.80</b>
Beginning Cash Balance TexPool	5,282,393.37	5,291,056.31	5,300,690.18	6,110,870.33	18,083,832.44	-	-	-	-	-	-	-	5,282,393.37
Interest Earned TexPool	8,662.94	9,633.87	10,180.15	21,167.86	42,320.96	-	-	-	-	-	-	-	91,965.78
Transfers in	-	-	800,000.00	11,951,794.25	5,752,307.35	-	-	-	-	-	-	-	18,504,101.60
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Ending Cash Balance Invested</b>	<b>5,291,056.31</b>	<b>5,300,690.18</b>	<b>6,110,870.33</b>	<b>18,083,832.44</b>	<b>23,878,460.75</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>23,878,460.75</b>
<b>TOTAL CASH AVAILABLE</b>	<b>5,340,683.69</b>	<b>5,658,792.07</b>	<b>6,531,347.14</b>	<b>18,209,404.22</b>	<b>24,004,128.55</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,004,128.55</b>

**LITTLE ELM INDEPENDENT SCHOOL DISTRICT**  
**Cash and Investments Reconciliation**  
**January 31, 2019**

**Operating Fund:**

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Balance per bank	13,672,909.12
Add: Texas Class	95,757,065.44
Lone Star	62,105,071.51
TexStar	59,160,032.99
Add: Deposits in Transit	5,516.30
Taxes in Transit	2,132,380.51
Less: Outstanding Checks/Wires	(951,642.61)
<b>Balance per Books</b>	<b>231,881,333.26</b>

**Interest & Sinking Fund:**

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Balance per bank	125,667.80
Add: Texpool	23,878,460.75
Add: Taxes in Transit	856,511.51
Less: Outstanding Checks	-
<b>Balance per Books</b>	<b>24,860,640.06</b>

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<b>Total Balance per Books</b>	<b>256,741,973.32</b>
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LITTLE ELM INDEPENDENT SCHOOL DISTRICT  
SUMMARY OF CURRENT INVESTMENTS - BY FUND  
MONTH ENDED: January 31, 2019

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
01/01/19	Lone Star Corporate Overnight		Investment Pool Investment	12,646,720.11	100.0000%	100.0000%	0.0000%	12,646,720.11				
			Withdrawal	-				12,646,720.11				
01/31/19			Interest	27,944.00			2.6000%	12,674,664.11			27,944.00	-
				<u>12,674,664.11</u>				<u>12,674,664.11</u>			<u>27,944.00</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
01/01/19	TexSTAR		Investment Pool Investment	1,423,196.97	100.0000%	100.0000%	0.0000%	1,423,196.97				
			Withdrawal	-				1,423,196.97				-
01/31/19			Interest	2,893.16			2.3937%	1,426,090.13			2,893.16	
				<u>1,426,090.13</u>				<u>1,426,090.13</u>			<u>2,893.16</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
01/01/19	Texas Class		Investment Pool Investment	28,011,277.90	100.0000%	100.0000%	0.0000%	28,011,277.90				
			Withdrawal	14,327,139.69				42,338,417.59				
01/31/19			Interest	71,819.75			2.4200%	42,410,237.34			71,819.75	-
				<u>42,410,237.34</u>				<u>42,410,237.34</u>			<u>71,819.75</u>	<u>-</u>

LITTLE ELM INDEPENDENT SCHOOL DISTRICT  
SUMMARY OF CURRENT INVESTMENTS - BY FUND  
MONTH ENDED: January 31, 2019

Capital Projects Fund 651

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
01/01/19	Lone Star Government Overnight		Investment Pool Investment	49,732,523.20	100.0000%	100.0000%	0.0000%	49,732,523.20				
			Withdrawal	(403,195.72)				49,329,327.48				(403,195.72)
01/31/19			Interest	101,079.92			2.4100%	49,430,407.40			101,079.92	
				<u>49,430,407.40</u>				<u>49,430,407.40</u>			<u>101,079.92</u>	<u>(403,195.72)</u>

Capital Projects Fund 651

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
01/01/19	TexSTAR		Investment Pool Investment	57,996,692.38	100.0000%	100.0000%	0.0000%	57,996,692.38				
			Withdrawal	(380,027.10)				57,616,665.28				(380,027.10)
01/31/19			Interest	117,277.58			2.3937%	57,733,942.86			117,277.58	
				<u>57,733,942.86</u>				<u>57,733,942.86</u>			<u>117,277.58</u>	<u>(380,027.10)</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
01/01/19	Texas CLASS		Investment Pool Investment	2,473,165.35	100.0000%	100.0000%	0.0000%	2,473,165.35				
			Withdrawal	(569,489.31)				1,903,676.04				(569,489.31)
01/31/19			Interest	4,327.30			2.6200%	1,908,003.34			4,327.30	
				<u>1,908,003.34</u>				<u>1,908,003.34</u>			<u>4,327.30</u>	<u>(569,489.31)</u>

LITTLE ELM INDEPENDENT SCHOOL DISTRICT  
SUMMARY OF CURRENT INVESTMENTS - BY FUND  
MONTH ENDED: January 31, 2019

Capital Projects Fund 651

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
01/01/19	Texas CLASS Gov't		Investment Pool	51,645,537.89	100.0000%	100.0000%	0.0000%	51,645,537.89				
			Investment	-				51,645,537.89				
			Withdrawal	(312,534.46)				51,333,003.43				(312,534.46)
01/31/19			Interest	105,821.33			2.4200%	51,438,824.76			105,821.33	
				<u>51,438,824.76</u>				<u>51,438,824.76</u>			<u>105,821.33</u>	<u>(312,534.46)</u>

LITTLE ELM INDEPENDENT SCHOOL DISTRICT  
SUMMARY OF CURRENT INVESTMENTS - BY FUND  
MONTH ENDED: January 31, 2019

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
01/01/19		TexPool	Investment Pool	18,083,832.44	100.0000%	100.0000%	0.0000%	18,083,832.44				
			Investment	5,752,307.35				23,836,139.79				
			Withdrawal	-				23,836,139.79				-
01/31/19			Interest	<u>42,320.96</u>			2.3892%	23,878,460.75			<u>42,320.96</u>	
				<u>23,878,460.75</u>				<u>23,878,460.75</u>			<u>42,320.96</u>	<u>-</u>

Little Elm Independent School District  
 Summary of Revenue & Expenditures As Of 01/31/19  
 Accounting Period: 01

	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	72,325,717.00	100.00%	608,108.00	100.00%	1,278,594.00	100.00%	31,531.00	100.00%
Period Receipts	14,724,700.95		-		-		-	
Revenue Received to Date	59,731,553.80	82.59%	65,907.95	10.84%	196,216.04	15.35%	655.88	2.08%
<b>Revenues Receivable:</b>	<b>12,594,163.20</b>	<b>17.41%</b>	<b>542,200.05</b>	<b>89.16%</b>	<b>1,082,377.96</b>	<b>84.65%</b>	<b>30,875.12</b>	<b>97.92%</b>
Expenditure Budget	72,325,717.00	100.00%	608,108.00	100.00%	1,278,594.00	100.00%	31,531.00	100.00%
Period Expenditures	6,276,116.91		48,928.97		78,220.52		3,941.99	
Exp./Encumbrances to Date	33,315,713.09	46.06%	252,619.98	41.54%	416,270.07	32.56%	8,534.71	27.07%
<b>Balance to Expend:</b>	<b>39,010,003.91</b>	<b>53.94%</b>	<b>355,488.02</b>	<b>58.46%</b>	<b>862,323.93</b>	<b>67.44%</b>	<b>22,996.29</b>	<b>72.93%</b>
<b>Actual Revenue Over (Under)</b> Actual Expenditures & Encumbrances:	<b>26,415,840.71</b>		<b>(186,712.03)</b>		<b>(220,054.03)</b>		<b>(7,878.83)</b>	

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Little Elm Independent School District  
 Summary of Revenue & Expenditures As Of 01/31/19  
 Accounting Period: 01

	<b>Fund: 244</b>	<b>%</b>	<b>Fund: 255</b>	<b>%</b>	<b>Fund 263</b>	<b>%</b>	<b>Fund 289</b>	<b>%</b>
	<b>Voc Ed Basic Grant</b>		<b>Title II TPTR</b>		<b>Title III, Part A LEP</b>		<b>Title IV, Part A Subpart 1</b>	
<b>Revenue Budget</b>	57,852.00	100.00%	139,706.00	100.00%	133,377.00	100.00%	35,842.00	100.00%
<b>Period Receipts</b>	-		-		-		-	
<b>Revenue Received to Date</b>	-	0.00%	24,365.25	17.44%	23,356.48		-	
<b>Revenues Receivable:</b>	<b>57,852.00</b>	<b>100.00%</b>	<b>115,340.75</b>	<b>82.56%</b>	<b>110,020.52</b>		<b>35,842.00</b>	
<b>Expenditure Budget</b>	57,852.00	100.00%	139,706.00	100.00%	133,377.00	100.00%	35,842.00	100.00%
<b>Period Expenditures</b>	-		1,556.28		10,256.17		-	
<b>Exp./Encumbrances to Date</b>	46,212.00	79.88%	49,715.29	35.59%	45,108.49	33.82%	3,790.00	10.57%
<b>Balance to Expend:</b>	<b>11,640.00</b>	<b>20.12%</b>	<b>89,990.71</b>	<b>64.41%</b>	<b>88,268.51</b>		<b>32,052.00</b>	
<b>Actual Revenue Over (Under) Actual Expenditures:</b>	<b>(46,212.00)</b>		<b>(25,350.04)</b>		<b>(21,752.01)</b>		<b>(3,790.00)</b>	

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Little Elm Independent School District  
 Summary of Revenue & Expenditures As Of 01/31/19  
 Accounting Period: 01

	Fund 289-02	%	Fund 410	%	Fund: 429	%	Fund: 240	%
	LEP Summer School		Instructional Materials		State Special Revenue		Food Service	
Revenue Budget	-	100.00%	371,063.00	100.00%	-	100.00%	3,850,828.00	100.00%
Period Receipts	12,516.00		-		-		340,438.74	
Revenue Received to Date	12,516.00	#DIV/0!	371,064.94	100.00%	-	#DIV/0!	1,781,353.77	46.26%
Revenues Receivable:	-		-	0.00%	-	#DIV/0!	2,069,474.23	53.74%
Expenditure Budget	-	100.00%	379,073.00	100.00%	-	100.00%	4,274,828.00	100.00%
Period Expenditures	-		27,778.89		-		384,403.59	
Exp./Encumbrances to Date	-	#DIV/0!	376,658.94	99.36%	-	#DIV/0!	2,076,166.80	48.57%
Balance to Expend:	-		2,414.06	0.64%	-	#DIV/0!	2,198,661.20	51.43%
Actual Revenue Over (Under)								
Actual Expenditures & Encumbrances:	12,516.00		(5,594.00)		-		(294,813.03)	

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Little Elm Independent School District  
 Summary of Revenue & Expenditures As Of 01/31/19  
 Accounting Period: 01

	<b>Fund: 511</b>	<b>%</b>	<b>Fund: 720</b>	<b>%</b>
	<b>Debt Service</b>		<b>Child Care</b>	
<b>Revenue Budget</b>	21,230,000.00	100.00%	670,220.00	100.00%
<b>Period Receipts</b>	5,721,675.72		50,557.74	
<b>Revenue Received to Date</b>	19,539,486.83	92.04%	254,531.48	37.98%
<b>Revenues Receivable:</b>	<b>1,690,513.17</b>	<b>7.96%</b>	<b>415,688.52</b>	<b>62.02%</b>
<b>Expenditure Budget</b>	21,100,000.00	100.00%	628,990.00	100.00%
<b>Period Expenditures</b>	500.00		49,126.43	
<b>Exp./Encumbrances to Date</b>	4,360.00	0.02%	261,757.95	41.62%
<b>Balance to Expend:</b>	<b>21,095,640.00</b>	<b>99.98%</b>	<b>367,232.05</b>	<b>58.38%</b>
<b>Actual Revenue Over (Under)</b>				
<b>Actual Expenditures &amp; Encumbrances:</b>	<b>19,535,126.83</b>		<b>(7,226.47)</b>	

Denton County  
Monthly Collection Status Report  
January 2019

Little Elm ISD

	Collections Month of January	Cumulative Total 10/1/18 thru 01/31/19	% of Tax Levy
<b>Current Tax Year Collections</b>			
Base M&O	14,129,106.66	47,613,250.98	90.74%
Base I&S	5,675,794.53	19,126,690.25	
Base I&S Bond	-	-	
P&I M&O	2,390.59	3,636.09	
P&I I&S	-	-	
P&I I&S Bond	-	-	
Attorney Fee	-	-	
Subtotal	19,807,291.78	66,743,577.32	90.75%
<b>Delinquent Tax Years Collections</b>			
Base M&O	8,009.99	74,929.15	
Base I&S	2,591.01	25,803.10	
Base I&S Bond	-	-	
P&I M&O	2,877.03	20,021.07	
P&I I&S	873.20	6,433.81	
P&I I&S Bond	-	-	
Attorney Fee	3,330.61	19,179.71	
Other*	-	-	
Subtotal	17,681.84	146,366.84	
<b>Combined Current &amp; Delinquent:</b>			
Base M&O	14,137,116.65	47,688,180.13	
Base I&S	5,678,385.54	19,152,493.35	
Base I&S Bond	-	-	
P&I M&O	5,267.62	23,657.16	
P&I I&S	873.20	6,433.81	
Attorney Fee	3,330.61	19,179.71	
Other*	-	-	
Total Collections	19,824,973.62	66,889,944.16	
Original 2018 Tax Levy		73,696,432.15	
Current 2018 Tax Levy		73,548,341.60	

Denton County  
Cumulative Comparative Collection Status Report  
January 2019

Little Elm ISD

	Tax Year 2018 Collections thru January 2019	% of Tax Levy	Tax Year 2017 Collections thru January 2018	% of Tax Levy
<b>Current Tax Year Collections</b>				
Base M&O + I&S	66,739,941.23	90.74%	53,803,581.87	92.29%
P&I M&O + I&S	3,636.09		4,045.43	
Attorney Fee	-		-	
Subtotal	<u>66,743,577.32</u>	90.75%	<u>53,807,627.30</u>	92.30%
<b>Delinquent Tax Years Collections</b>				
Base M&O + I&S	100,732.25		561,099.06	
P&I M&O + I&S	26,454.88		122,181.03	
Attorney Fee	19,179.71		21,647.32	
Subtotal	<u>146,366.84</u>		<u>704,927.41</u>	
<b>Combined Current &amp; Delinquent:</b>				
Base M&O + I&S	66,840,673.48		54,364,680.93	
P&I M&O + I&S	30,090.97		126,226.46	
Attorney Fee	19,179.71		21,647.32	
Other	-		-	
Total Collections	<u><u>66,889,944.16</u></u>		<u><u>54,512,554.71</u></u>	
Adjusted 2017 Tax Levy			<u><u>58,299,515.25</u></u>	
Original 2018 Tax Levy	<u><u>73,696,432.15</u></u>			
Current 2018 Tax Levy	<u><u>73,548,341.60</u></u>			

Denton County  
Levy Outstanding Status Report  
January 2019  
Little Elm ISD

	Current Tax Year	Delinquent Tax Years
Current Month:		
Tax Levy Remaining as of 01/01/19	26,626,356.03	651,710.82
Base M&O + I&S Collections	19,804,901.19	10,601.00
Supplement/Adjustments	(13,054.47)	(6,069.60)
	<hr/>	<hr/>
Remaining Levy as of 01/31/19	<u>6,808,400.37</u>	<u>635,040.22</u>
Cumulative (From 10/01/18 thru 01/31/19)		
Original 2018 Tax Levy (as of 10-1-18)	73,696,432.15	678,333.51
Base M&O + I&S Collections	66,739,941.23	100,732.25
Supplement/Adjustments	(148,090.55)	57,438.96
	<hr/>	<hr/>
Remaining Levy as of 01/31/19	<u>6,808,400.37</u>	<u>635,040.22</u>

Renovations / Maintenance Projects FY 17-18

Original Budget FY 17-18	582,900.00
Rollforward Balances FY 16-17 Dec 2017	471,615.00
Transfer to Zellars Portable FY 16-17 Project	(6,155.00)
Transfer to Furniture & Equipment Fund 196 Jan 2018 PA Systems	(46,211.00)
Rollforward PY Balances Feb 2018	105,628.27
Board Approved May 2018	57,335.00
Board Approved June 2018	241,857.00
Transfer from General Fund 199 June 2018	20,100.00
Transfer from General Fund 199 July 2018	76,292.00
Board Approved July 2018	500,000.00
	<b>2,003,361.27</b>

As of 02-19-19

Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
<b>Athletics</b>						
	Athletic Complex Marquee	Daktronics	Marquee	57,335.00		57,335.00
	Stadium Sidewalk Replacement	CBS Roofing Services	Sidewalk Replacement	38,295.00		38,295.00
						<b>95,630.00</b>
<b>Brent</b>						
	Brent Sidewalk	Sergio Rodriguez	New sidewalks for walkers	7,500.00	-	7,500.00
	Brent HVAC	Air Check Test	HVAC unit	10,349.00	-	10,349.00
						<b>17,849.00</b>
<b>Chavez</b>						
				-	-	-
						<b>-</b>
<b>Hackberry</b>						
				-	-	-
						<b>-</b>
<b>High School</b>						
71	LEHS HVAC	Air Check Test	Main IDF HVAC Replacement Unit 1.5 ton	8,497.00		8,497.00
	LEHS Roof	CBS Roofing Services	Roof Repairs	28,980.00		28,980.00
	LEHS Greenhouse	SFCC, Inc.	Construction of Greenhouse	206,957.00	7,900.00	214,857.00
	LEHS Greenhouse	Corgan Associates, Inc.	Construction of Greenhouse	27,000.00	700.00	27,700.00
	LEHS Greenhouse	Haven Landscaping	Landscape, sode, irrigation		16,533.00	16,533.00
	LEHS Gym Graphics	SFCC, Inc.	Gym Wall Painted Phrase	10,295.00		10,295.00
	LEHS Gym Graphics	SFCC, Inc.	Graphics	5,800.00		5,800.00
	LEHS Sidewalk Replacement	CBS Roofing Services	Sidewalk Replacement	18,784.00		18,784.00
						<b>331,446.00</b>
<b>Lakeside</b>						
	Lakeside Renovation	SFCC, Inc.	Various site renovations	41,465.00		41,465.00
	Lakeside Renovation	Corgan Associates, Inc.	Various site renovations	4,500.00		4,500.00
						<b>45,965.00</b>
<b>Lakeview</b>						
	Lakeview Flooring	One Source Commercial Flooring	Carpet	19,054.22		19,054.22
	Lakeview Sidewalk Replacement	CBS Roofing Services	Sidewalk Replacement	13,027.00		13,027.00
						<b>32,081.22</b>
<b>Maintenance</b>						
	Facilities Sidewalk Repairs	Precision Concrete Cutting	Repair sidewalks at various sites	84,811.25		84,811.25
	Elementary Sod Replacement	Haven Landscaping & Irrigation	Sod replacement at elementary campuses	16,100.00		16,100.00
	Power Wash Elementary Campuses	Timothy J Gonzales	Power wash elementary campuses	49,196.93		49,196.93
						<b>150,108.18</b>
<b>Oak Point</b>						
	Oak Point Portable	Ramtech Building Systems, Inc.	Portable	173,351.00		173,351.00
	Oak Point Portable	Corgan Associates, Inc.	Architectural services	6,500.00		6,500.00
	Oak Point Portable	Office Depot, Inc.	Furniture	52,220.20		52,220.20

Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
	Oak Point Portable	SFCC, Inc.	Proposal for work on sidewalk and ramp	11,450.00		11,450.00
	Oak Point Portable	C&R Services	Access controls	3,979.75		3,979.75
	Oak Point Portable	American Fire Systems, Inc.	Fire alarm install	3,625.00		3,625.00
	Oak Point Portable	C & G Electric	Electrical work	28,518.00		28,518.00
	Oak Point Portable	City of Oak Point	City permit	1,733.03		1,733.03
	Oak Point Portable	Ramtech Building Systems, Inc.	Ramp assembly	10,600.00		10,600.00
	Oak Point Portable	Southwest Networks, Inc.	Fiber and data drops	7,056.06		7,056.06
	Oak Point Portable	Quality Installations, Inc.	PA system	2,400.00		2,400.00
	Oak Point Portable	Netsync Network Solutions	AP licenses	576.80		576.80
	Oak Point Portable	Delcom Group LP	Audio visual	9,514.04		9,514.04
	Oak Point Portable	Insight Public Sector, Inc.	Phones	-		-
	Oak Point Portable	CDW Government, Inc.	Network switch, access points	6,094.53		6,094.53
	Oak Point Portable	Office Depot, Inc.	Storage	10,824.07		10,824.07
	Oak Point Sidewalk Replacement	CBS Roofing Services	Sidewalk Replacement	75,077.00		75,077.00
						<b>403,519.48</b>

Powell						
	Powell Flooring	One Source Commercial Floors	Carpet in 200 & 300 hallways	17,289.97	-	17,289.97
	Powell Signage	Mister Sign Man	Signage on Building	4,037.50	-	4,037.50
						<b>21,327.47</b>

Prestwick						
	Prestwick Concrete Work	Sergio Rodriguez	Concrete repairs	79,113.50		79,113.50
	Prestwick Concrete Work	Haven Landscaping & Irrigation	Concrete repairs	4,110.00		4,110.00
	Prestwick Concrete Work	Precision Concrete Cutting	Concrete repairs	8,555.00	-	8,555.00
	Prestwick Portable	Ramtech Building Systems, Inc.	Portable	183,951.00		183,951.00
	Prestwick Portable	Corgan Associates, Inc.	Architectural services	6,975.00		6,975.00
	Prestwick Portable	SFCC, Inc.	Proposal for work on sidewalks	7,800.00		7,800.00
	Prestwick Portable	SFCC, Inc.	Grading and sewer work	15,638.94		15,638.94
	Prestwick Portable	American Fire Systems, Inc.	Fire alarm install	3,625.00		3,625.00
	Prestwick Portable	C & G Electric	Electrical work	11,860.00		11,860.00
	Prestwick Portable	Office Depot, Inc.	Furniture	52,220.08		52,220.08
	Prestwick Portable	Southwest Networks, Inc.	Fiber and data drops	7,390.71		7,390.71
	Prestwick Portable	Communication Concepts	PA system	7,073.25		7,073.25
	Prestwick Portable	Netsync Network Solutions	AP licenses	576.80		576.80
	Prestwick Portable	Delcom Group LP	Audio visual	9,514.04		9,514.04
	Prestwick Portable	Insight Public Sector, Inc.	Phones	-		-
	Prestwick Portable	CDW Government, Inc.	Network switch, access points	6,094.53		6,094.53
	Prestwick Portable	C&R Services	Access controls	3,979.75		3,979.75
	Prestwick Portable	Office Depot, Inc.	Storage	10,824.07		10,824.07
	Prestwick Outdoor Classroom	Kaplan Early Learning Company	Equipment outdoor classroom	2,670.38		2,670.38
						<b>421,972.05</b>

Zellars						
	Zellars Operations Office	SFCC, Inc.	Operations office renovations	23,975.00	-	23,975.00
	Zellars Breakroom	Southwest Networks, Inc.	Data drop/cabing for breakroom	2,061.00	-	2,061.00
	Zellars Breakroom/Operations Office	Corgan Associates, Inc.	Drawings for renovations	2,072.50	-	2,072.50
	Zellars HR Office	SFCC, Inc.	Human Resources office renovations	16,100.00	-	16,100.00
	Zellars HR Office	Corgan Associates, Inc.	Architectural services	1,327.50		1,327.50
						<b>45,536.00</b>

Other						
	Land Purchase and Improvements	Todd Property Advisors, Inc.	Land Appraisal	2,500.00	-	2,500.00
						<b>2,500.00</b>

	<b>Total</b>			<b>1,542,801.40</b>	<b>25,133.00</b>	<b>1,567,934.40</b>

**Balance 435,426.87**

Furniture and Equipment Purchases FY 17-18

Rollforward Vehicle Repair Balance PY Dec 2017	136,678.00
TASB Risk Insurance Proceeds PY Dec 2017	59,989.00
Transfer from Renovation Fund 197 Jan 2018	46,211.00
TASB Risk Insurance Proceeds CY Jan 2018	5,328.00
Rollforward PY Balances Feb 2018	100,953.60
Office Depot Rebate Mar 2018	43,030.00
TASB Risk Reimbursement May 2018	632.09
Board Approved May 2018	462,765.00
Transfer from General Fund 199 June 2018	46,549.00
Board Approved June 2018	3,765.00
Brent PTA Donation Sound System June 2018	5,000.00
TASB Risk Insurance Proceeds July 2018	2,573.00
	<b>913,473.69</b>

As of 02-19-19

Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
<b>Athletic Complex</b>						
	Tech Stadium Connections Wifi	Southwest Networks, Inc.		89,427.30		89,427.30
	Tech Stadium Connections Wifi	CDW Government, Inc.		23,995.92		23,995.92
	Tech Stadium Connections Wifi	Netsync Networks Solutions		10,339.56		10,339.56
						<b>123,762.78</b>
<b>Brent</b>						
	Brent PA System	Southwest Networks, Inc.	Upgrades to PA system	5,711.00		5,711.00
	Brent PA System	Romeo Music, LLC	Brent cafeteria sound system	8,765.00		8,765.00
						<b>14,476.00</b>
<b>Chavez</b>						
	Chavez PA System	Southwest Networks, Inc.	New PA System	34,787.12		34,787.12
						<b>34,787.12</b>
<b>Hackberry</b>						
						-
						-
<b>High School</b>						
	LEHS Hand Dryers	Supply Works	Hand dryers			-
	LEHS Hand Dryers	C&G Electric	Install hand dryers	3,908.00		3,908.00
	LEHS Theatre Chairs	Office Depot, Inc.	Theatre chairs	1,546.93		1,546.93
	Band Trailer	Twin Cities South Trailer	Band Trailer	11,929.38		11,929.38
						<b>17,384.31</b>
<b>Lakeview</b>						
						-
						-
<b>Lakeside</b>						
	Lakeside Athletic Lockers	Vaughn Storage Systems	Athletic lockers	14,190.00		14,190.00
						<b>14,190.00</b>
<b>Maintenance</b>						
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	11,139.35		11,139.35
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	11,108.53		11,108.53
	Contract Maint & Repair - Vehicles	Fast Lane Car Wash	Vehicle repairs for hail damage	2,454.50		2,454.50
	Contract Maint & Repair - Vehicles	Fast Lane Car Wash	Vehicle repairs for hail damage	3,225.30		3,225.30
	Contract Maint & Repair - Vehicles	Oliver's Paintless Dent Removal	Vehicle repairs for hail damage	2,680.00		2,680.00
	Contract Maint & Repair - Vehicles	Oliver's Paintless Dent Removal	Vehicle repairs for hail damage	3,956.25		3,956.25
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	12,048.42		12,048.42
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	11,197.65		11,197.65
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	10,788.63		10,788.63
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	11,983.15		11,983.15

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Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	11,566.99		11,566.99
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	11,605.86		11,605.86
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	12,651.82		12,651.82
	Contract Maint & Repair - Vehicles	Oliver's Paintless Dent Removal	Vehicle repairs for hail damage	3,780.00		3,780.00
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	3,376.67		3,376.67
						<b>123,563.12</b>
<b>Oak Point</b>						
	Oak Point TV & Audio/Visual	Delcom Group LP	Classroom TV & Audio/Visual	4,313.21		4,313.21
						<b>4,313.21</b>
<b>Powell</b>						
	Powell PA System	Southwest Networks, Inc.	Upgrades to PA system	5,711.00		5,711.00
						<b>5,711.00</b>
<b>Prestwick</b>						
	Prestwick Replacement Devices	Apple Computer, Inc.	MacBooks	41,400.00		41,400.00
	Prestwick Replacement Devices	Apple Computer, Inc.	iPADs	47,970.00		47,970.00
	Prestwick Replacement Devices	Apple Computer, Inc.	Charge Cart	6,599.85		6,599.85
	Prestwick Replacement Devices	Dell Marketing LP	Chromebooks	9,750.00		9,750.00
						<b>105,719.85</b>
<b>Safety &amp; Security Dept</b>						
	AES Wireless Transmitters	American Fire Systems, Inc.	AES wireless transmitters	10,124.00		10,124.00
	District 2-Way Radios	Sterling Associates, Inc.	2-way radios	74,550.00		74,550.00
	District Door Window Covers	The Specialty Group	Door window covers	25,590.22		25,590.22
	Cameras & Key FOBs	Dell Marketing LP	OPTI-FLEX 5050 SFF XCTO	17,808.00		17,808.00
	Cameras & Key FOBs	CDW Government, Inc.	Dell LED Monitor	4,073.58		4,073.58
	Cameras & Key FOBs	C&R Services	Cameras & Key FOBs	118,216.34		118,216.34
	Video Server	C&R Services	Video server	13,492.83		13,492.83
						<b>263,854.97</b>
<b>Technology</b>						
	Tech Firewall Upgrade	Solid Border	Firewall	94,430.00		94,430.00
	Tech Firewall Upgrade	CDW Government, Inc.	Patch cables and modules to connect to switch	671.92		671.92
						<b>95,101.92</b>
<b>Zellers</b>						
	Zellers Portable FF&E	Grainger	Electric pallet jack	3,650.00		3,650.00
	Zellers Portable FF&E	W.W. Cannon, Inc.	Shelving	2,339.75		2,339.75
	Zellers Portable FF&E	Home Depot	Open PO for dolly and other supplies/equipment			-
	Zellers Oper Ofc Furn & Equip	Wilson Office Interiors, LLC	Cubicles and office furniture - new offices Construction & Operations Dept	20,337.39		20,337.39
	Zellers Oper Ofc Furn & Equip	Office Depot, Inc.	Operations office chairs	1,007.52		1,007.52
						<b>27,334.66</b>
	<b>Total</b>			<b>830,198.94</b>	<b>-</b>	<b>830,198.94</b>

**Balance 83,274.75**

Roof Repairs FY 17-18

TASB Risk Proceeds - Roof Hail Damage Spring 2017	1,991,419.00
TASB Risk Additional Proceeds March 2018	40,858.00
TASB Risk Additional Proceeds May 2018	360,595.00
TASB Reimbursement Powell Roof YR 7 May 2018	14,613.00
TASB Risk Additional Proceeds August 2018	164,302.00
	<u>2,571,787.00</u>

As of 02-19-19

Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
<b>Athletic Complex</b>						
	Roof - Athletic Complex	CBS Roofing Services		216,278.05		216,278.05
						<b>216,278.05</b>
<b>Brent</b>						
						-
						-
<b>Chavez</b>						
						-
						-
<b>Hackberry</b>						
						-
						-
<b>High School</b>						
	Roof - LEHS	CBS Roofing Services	Roof repair from March 2017 hail damage	258,616.00		258,616.00
	Roof - LEHS	Armko Industries, Inc.	Consultant roof repairs	15,642.00		15,642.00
						<b>274,258.00</b>
<b>Lakeview</b>						
						-
						-
<b>Lakeside</b>						
75	Roof - Lakeside	CBS Roofing Services	Roof repair from March 2017 hail damage	31,214.00		31,214.00
	Roof - Lakeside	Armko Industries, Inc.	Consultant roof repairs	89,370.00		89,370.00
						<b>120,584.00</b>
<b>Operations / Transportation</b>						
						-
						-
<b>Oak Point</b>						
	Roof - Oak Point	CBS Roofing Services	Roof repair from March 2017 hail damage	374,691.00		374,691.00
	Roof - Oak Point	Armko Industries, Inc.	Consultant roof repairs	24,466.00		24,466.00
						<b>399,157.00</b>
<b>Powell</b>						
						-
						-
<b>Prestwick</b>						
	Roof - Prestwick	CBS Roofing Services	Roof repair from March 2017 hail damage	535,570.00		535,570.00
	Roof - Prestwick	Armko Industries, Inc.	Consultant roof repairs	34,824.00		34,824.00
						<b>570,394.00</b>
<b>Zellars</b>						
						-
						-
	<b>Total</b>			<b>1,580,671.05</b>	<b>-</b>	<b>1,580,671.05</b>

Balance 991,115.95

Renovations / Maintenance Projects FY 18-19

Original Budget FY 18-19	167,660.00
Transferred to YR 8 Portables Storage	(21,650.00)
Board Approved Nov 2018	5,000.00
Reallocation From Fund 199 to Fund 197 Dec 2018	54,752.00
Oak Point PTA Donation Dec 2018	9,321.00
	<b>215,083.00</b>

As of 02-19-19

Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
<b>Athletics</b>						
						-
						-
						-
<b>Brent</b>						
	Brent Expansion Joint Repair	CBS Roofing	Expansion joint repair	56,050.00	2,950.00	59,000.00
						-
						<b>59,000.00</b>
<b>Chavez</b>						
				-	-	-
				-	-	-
						-
<b>Hackberry</b>						
	Hackberry Awning	SFCC, Inc.	Repair Hackberry awning	-	3,573.31	3,573.31
						-
						<b>3,573.31</b>
<b>High School</b>						
						-
						-
						-
<b>Lakeside</b>						
	Lakeside Cafeteria Restrooms	Spectrum Resource Group	Install bathroom partitions		6,551.00	6,551.00
	Lakeside Cafeteria Blinds	SFCC	Blinds for cafeteria windows	4,578.38		4,578.38
						<b>11,129.38</b>
<b>Lakeview</b>						
						-
						-
						-
<b>Maintenance</b>						
						-
						-
						-
<b>Oak Point</b>						
	Oak Point Playground	Lea Park & Play, Inc.	Installation of new playground equipment		9,320.66	9,320.66
						-
						<b>9,320.66</b>
<b>Powell</b>						
						-
						-
						-
<b>Prestwick</b>						
	Prestwick Dumpster Wall	SFCC, Inc.	Replace dumpster wall with new construction		40,451.90	40,451.90

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Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
						-
						<b>40,451.90</b>

Zellars						
	Zellars Expansion Joint Repair	CBS Roofing	Expansion joint repair	33,820.00	1,780.00	35,600.00
	SPED Office Renovations	SFCC	SPED office renovations	12,100.00		12,100.00
	SPED Office Renovations	Southwest Networks, Inc.	SPED office renovations	1,971.63		1,971.63
						<b>49,671.63</b>

Other						
						-
						-
						-

	<b>Total</b>			<b>108,520.01</b>	<b>64,626.87</b>	<b>173,146.88</b>
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**Balance 41,936.12**

Furniture and Equipment Purchases FY 18-19

Original Budget FY 18-19	0.00
Reallocation from Fund 199 to Fund 196 Nov 2018	21,507.00
Reallocation from Fund 199 to Fund 196 Dec 2018	5,775.00
Oak Point PTA Donation Dec 2018	1,455.00
	<u>28,737.00</u>

As of 02-19-19

Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
<b>Athletics</b>						
						-
						-
						-
<b>Brent</b>						
						-
						-
						-
<b>Chavez</b>						
						-
						-
						-
<b>Hackberry</b>						
						-
						-
						-
<b>High School</b>						
	LEHS Gym Sound System Upgrade	Network Cabling Services	LEHS gym sound system upgrade	21,507.00		21,507.00
						-
						-
						21,507.00
<b>Lakeside</b>						
						-
						-
						-
<b>Lakeview</b>						
						-
						-
						-
<b>Maintenance</b>						
						-
						-
						-
<b>Oak Point</b>						
	Oak Point Bottle Fillers	Johnson Burks Supply Co.	Bottle fillers	1,455.00		1,455.00
						-
						-
						1,455.00
<b>Powell</b>						
						-
						-
						-
<b>Prestwick</b>						
						-
						-

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Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
						-
<b>Zellars</b>						
	Superintendent Office Furniture	Office Depot	Furniture for Superintendent's Office	5,774.14		5,774.14
						-
						5,774.14
<b>Other</b>						
						-
						-
						-
	<b>Total</b>			<b>28,736.14</b>	<b>-</b>	<b>28,736.14</b>
<b>Balance</b>						<b>0.86</b>

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# Board Agenda Item

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

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Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Discussion Item
03-25-2019	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>LITTLE ELM ISD INTERLOCAL SUMMARY REPORT</b>				
<b>Presenter or Contact Person:</b>	Grant Anderson, Associate Superintendent and Chief Financial Officer				
<b>Policy/Code:</b>	GRB (LEGAL)				
<b>Summary:</b>	Allows LEISD to purchase products or services from other governmental entities (listed on attachment) which have been properly awarded contracts through statutorily authorized methods.				
<b>Financial Implications:</b>	N/A				
<b>Attachments:</b>	Little Elm ISD Interlocal Summary Report for Approval				
<b>Recommendation:</b>	<b>The Administration recommends approval of the Little Elm ISD Interlocal Summary Report as submitted.</b>				
<b>Motion:</b>	<b>I move that the Board approve the Little Elm ISD Interlocal Summary Report dated March 25, 2019 as submitted.</b>				

## Little Elm ISD Interlocal Summary Report for Approval

Board Meeting Date: March 25, 2019

Ref #	Vendor Name	Department	Status (New, Renewal, Vendor Change)	Prior Year Contract Amount	Renewal Amount	Change	Effective Date	Expiration Date	Renewal	Description	Administrator
1	Educational & Institutional Copperative Services (E&I)	Purchasing	New	n/a	\$0.00	\$0.00	3/26/2019	n/a		Interlocal agreement for purchase of certain products and services through the E&I Cooperative Services Purchasing Program	Symone Jones
2	WGU TX	Communication Services, Marketing & Community Relations	New	n/a	\$0.00	\$0.00	3/26/2019	n/a		Partnership agreement between WGU TX and LEISD. WGU TX will offer employees a 5% tuition discount for up to 4 academic terms. Employees of LEISD are also eligible to apply for scholarships offered through the EGU Institutional Scholarship Program.	Tony Tipton
3	Sourcewell	Purchasing	New	n/a	\$0.00	\$0.00	3/26/2019	n/a		Interlocal agreement for purchase of certain products and services through the Sourcewell Cooperative Services Purchasing Program	Symone Jones
4											
5											
6											
7											
8											
9											
10											

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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> 3-25-2019	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>FACILITY NAMING</b>				
<b>Presenter or Contact Person:</b>	Daniel Gallagher, Superintendent				
<b>Policy/Code:</b>	CW (LOCAL)				
<b>Summary:</b>	In August of 2020, Prestwick Stem Academy will become Little Elm ISD's 6 <sup>th</sup> Elementary campus. The Board may consider naming this campus Prestwick Elementary, which will take effect in August 2020.				
<b>Financial Implications:</b>	\$5000 to \$10,000				
<b>Attachments:</b>	CW (LOCAL)				
<b>Recommendation:</b>	<b>The administration recommends the approval of changing the name of Prestwick STEM Academy to Prestwick Elementary, which will take effect in August of 2020.</b>				
<b>Motion:</b>	<b>I move the Board approve the change from Prestwick STEM Academy to Prestwick Elementary, which will take effect in August of 2020.</b>				

NAMING FACILITIES

CW  
(LOCAL)

The Board shall have complete authority and responsibility for the permanent naming of District facilities.

Regarding the temporary naming of areas, such as the athletic field or entrance at the Little Elm ISD Athletic Complex, based on an advertising agreement, see policy GKB(LOCAL).

The term "facility" shall refer to a new or existing school or District-wide complex owned and operated by the District.

**Guidelines**

The following guidelines shall govern the permanent naming or re-naming of new or existing District-owned. A facility may be named for a person, in honor of a historic event or place, for a subdivision or geographic area, or for a major donor/sponsor. [See GKB(LOCAL)]

**Named for a Person**

The Board shall consider naming a facility or a portion of a facility for a person who meets the following criteria, as applicable:

1. The person has made or is making significant contributions to the District and represents virtues or characteristics that serve as a role model to students, staff, and the community.
2. The person has made or is making significant contributions to public education and has a significant connection to the District as a student, an alumnus, a staff member, an administrator, a donor/sponsor, or a supporter.
3. The person has made substantial contributions to his or her field of endeavor or to society in general.
4. The person made significant contributions during his or her term as a member of the District's Board and is not a current member of the Board at the time a decision on the naming of a facility is under consideration.

Extensive research shall be conducted on a proposed honoree before a final decision is made regarding naming a facility or portion of a facility for a person.

A name may be reused for facility naming purposes in the event a facility is consolidated or demolished.

**Named for Event or Place, Subdivision, or Geographic Area**

The Board shall consider naming a facility in honor of an event or place, subdivision, or geographic area subject to the following:

1. If more than one community will be served by a particular facility, the facility shall receive a "neutral" name.
2. A facility named for a historic event shall have major significance to the District, the city of Little Elm (or other municipality served by the District), or the state of Texas.

NAMING FACILITIES

CW  
(LOCAL)

Named for a Major Donor/Sponsor

The Board shall consider naming a facility in honor of a major donor. Specific District guidelines shall be developed for corporate or individual sponsorship of schools. The guidelines shall specify required levels of monetary or in-kind donations, as well as appropriateness of the sponsor.

**Recommendation Process for Naming New and Existing Facilities**

Except in circumstances where a new or existing facility may be named for a major donor/sponsor, the Board may request the Superintendent to solicit names for a specific facility from the community and direct the Superintendent to establish and publicize a manner in which the community can submit recommendations, including, but not limited to, electronic submission via a District-created proposal form.

Nominations

A person who wishes to submit a name for consideration should identify the facility and provide a clear, concise explanation of why the name should be honored.

Nominations must be made by the method specified by the District.

Selection Committee

The selection committee shall be comprised of seven District community members, each nominated by a sitting Board member, and a minimum of four District employees as selected by the Superintendent or designee. The committee shall be chaired by the Superintendent or designee.

Committee Meeting

The committee shall review all submitted names and supporting documentation and shall conduct background research to determine whether the names meet the requirements of this policy.

Recommendation

If there is evidence of adequate support from the public for a specific name, or in the absence of credible opposition to the name, the committee shall submit the name to the Board for its consideration.

The committee shall select a name to be recommended to the Board through decision-making consensus. Decision-making consensus is defined as the apparent preference after each committee member has had an opportunity to participate in the discussion.

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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> 3-25-2019	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>FACILITY NAMING</b>				
<b>Presenter or Contact Person:</b>	Daniel Gallagher, Superintendent				
<b>Policy/Code:</b>	CW (LOCAL)				
<b>Summary:</b>	In recent years we have changed each campus mascot to the Lobo, so that all schools are consistent with the Little Elm High School mascot. In keeping with the theme of "We are all Lobos," the Board may consider naming the stadium, at the Little Elm ISD Athletic Complex, Lobo Stadium.				
<b>Financial Implications:</b>	\$800 - \$1500 for Marquee				
<b>Attachments:</b>	CW (LOCAL)				
<b>Recommendation:</b>	<b>The administration recommends the approval of naming the stadium, at the Little Elm ISD Athletic Complex, Lobo Stadium.</b>				
<b>Motion:</b>	<b>I move the Board approve the naming of the stadium, at the Little Elm ISD Athletic Complex, Lobo Stadium</b>				

NAMING FACILITIES

CW  
(LOCAL)

The Board shall have complete authority and responsibility for the permanent naming of District facilities.

Regarding the temporary naming of areas, such as the athletic field or entrance at the Little Elm ISD Athletic Complex, based on an advertising agreement, see policy GKB(LOCAL).

The term "facility" shall refer to a new or existing school or District-wide complex owned and operated by the District.

**Guidelines**

The following guidelines shall govern the permanent naming or re-naming of new or existing District-owned. A facility may be named for a person, in honor of a historic event or place, for a subdivision or geographic area, or for a major donor/sponsor. [See GKB(LOCAL)]

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1. The person has made or is making significant contributions to the District and represents virtues or characteristics that serve as a role model to students, staff, and the community.
2. The person has made or is making significant contributions to public education and has a significant connection to the District as a student, an alumnus, a staff member, an administrator, a donor/sponsor, or a supporter.
3. The person has made substantial contributions to his or her field of endeavor or to society in general.
4. The person made significant contributions during his or her term as a member of the District's Board and is not a current member of the Board at the time a decision on the naming of a facility is under consideration.

Extensive research shall be conducted on a proposed honoree before a final decision is made regarding naming a facility or portion of a facility for a person.

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**Named for Event or Place, Subdivision, or Geographic Area**

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NAMING FACILITIES

CW  
(LOCAL)

Named for a Major Donor/Sponsor

The Board shall consider naming a facility in honor of a major donor. Specific District guidelines shall be developed for corporate or individual sponsorship of schools. The guidelines shall specify required levels of monetary or in-kind donations, as well as appropriateness of the sponsor.

**Recommendation Process for Naming New and Existing Facilities**

Except in circumstances where a new or existing facility may be named for a major donor/sponsor, the Board may request the Superintendent to solicit names for a specific facility from the community and direct the Superintendent to establish and publicize a manner in which the community can submit recommendations, including, but not limited to, electronic submission via a District-created proposal form.

Nominations

A person who wishes to submit a name for consideration should identify the facility and provide a clear, concise explanation of why the name should be honored.

Nominations must be made by the method specified by the District.

Selection Committee

The selection committee shall be comprised of seven District community members, each nominated by a sitting Board member, and a minimum of four District employees as selected by the Superintendent or designee. The committee shall be chaired by the Superintendent or designee.

Committee Meeting

The committee shall review all submitted names and supporting documentation and shall conduct background research to determine whether the names meet the requirements of this policy.

Recommendation

If there is evidence of adequate support from the public for a specific name, or in the absence of credible opposition to the name, the committee shall submit the name to the Board for its consideration.

The committee shall select a name to be recommended to the Board through decision-making consensus. Decision-making consensus is defined as the apparent preference after each committee member has had an opportunity to participate in the discussion.

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# Board Agenda Item

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

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Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Discussion Item
03-25-2019	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>REQUEST FOR PROPOSAL #2018-17-09 &amp; 2019-002 FOOD CATERING SERVICES</b>				
<b>Presenter or Contact Person:</b>	Symone Jones, Purchasing Coordinator				
<b>Policy/Code:</b>	CH (LEGAL)				
<b>Summary:</b>	Presenting the Food Catering Services RFP results/recommendations.				
<b>Financial Implications:</b>	N/A				
<b>Attachments:</b>	Under separate cover				
<b>Recommendation:</b>	<b>The Administration recommends approval of the vendors for Food Catering Services as submitted.</b>				
<b>Motion:</b>	<b>I move that the Board approve the list of Food Catering Services vendors dated March 25, 2019 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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	<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> 3-25-2019	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>LEISD Board of Trustees Social Media Guidelines</b>				
<b>Presenter or Contact Person:</b>	Melissa Myers, LEISD Board President				
<b>Policy/Code:</b>	N/A				
<b>Summary:</b>	The LEISD Board of Trustees has developed social media guidelines that will be included in the LEISD Board Operating Procedures.				
<b>Financial Implications:</b>	There is no financial impact to the budget.				
<b>Attachments:</b>	LEISD Board of Trustees Social Media Guidelines				
<b>Recommendation:</b>	<b>The Administration recommends the approval of the LEISD Board of Trustees Social Media Guidelines as presented.</b>				
<b>Motion:</b>	<b>I move that the Board approve the LEISD Board of Trustees Social Media Guidelines as presented.</b>				

## Little Elm ISD

### Board of Trustees Social Media Guidelines

Board members serve as not only representatives and fiduciaries of the Little Elm ISD community, but also as role models of good judgment, professionalism, and the highest-level of community standards. Social media can be a positive tool for fostering community engagement with the District. The following are guidelines that should be considered as it relates to social media usage by the LEISD Board of Trustees. Social media includes, but is not limited to, social networking sites, blogs, wikis, message boards, electronic newsletters, and online forums.

As a member of the LEISD School Board, please consider the following guidelines:

- School Board Trustees should be aware of how their actions on social media may impact the District, fellow School Board Trustees, and District employees.
- School Board Trustees should conduct themselves when online in a manner that reflects well on the District.
- School Board Trustees should immediately report harassing or defamatory communications to the superintendent if they involve school officials, staff, students, or direct business.
- When using social media, School Board Trustees should avoid deliberating school district business with a quorum of the Board. Board members should not use online communications as a vehicle for communicating with each other regarding District business outside of meetings.
- School Board Trustees should avoid posting content that indicates that their opinion has been formed on a pending matter.
- School Board Trustees should be careful to not allow social media opinions to direct their decisions made as a Trustee.
- School Board Trustees are not to publish, post or release any information that is considered confidential. If there are questions about what is considered confidential, School Board Trustees should consult with the Human Resources Department.
- Social media networks, blogs and other types of online content sometimes generate press, media attention, or legal questions. School Board Trustees should refer these inquiries to authorized LEISD spokespersons.
- School Board Trustees should only post content that the District has already released to the public.
- If School Board Trustees find or encounter a situation while using social media that threatens to become antagonistic, Trustees should disengage from the dialogue in a polite manner and seek the advice of LEISD spokespersons, the Human Resources Department or the Superintendent.
- Social media use shouldn't interfere with Board member's responsibilities at LEISD.
- School Board Trustees should comply with the District's Acceptable Use Policy when using district-issues devices or technology resources.
- School Board Trustees should retain electronic records according to District policy.

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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> 03-25-2019	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>TEKS ALLOTMENT AND CERTIFICATION FORM</b>				
<b>Presenter or Contact Person:</b>	Dr. Ashley Glover, Executive Director for Educational Services				
<b>Policy/Code:</b>	N/A				
<b>Summary:</b>	This document provides our Board of Trustees with the Allotment and TEKS Certification form, 2019-2020				
<b>Financial Implications:</b>	There is no financial impact to the budget.				
<b>Attachments:</b>	Allotment and TEKS Certification, 2019-2020				
<b>Recommendation:</b>	<b>LEISD recommends the approval of the Allotment and TEKS Certification form for the 2019-2020.</b>				
<b>Motion:</b>	<b>LEISD requests the approval of the Allotment and TEKS Certification form for the 2019-2020.</b>				

**LITTLE ELM ISD**  
District Name

**061914**  
County District Number

**Allotment and TEKS Certification, 2019-20**

The district superintendent, along with the president and secretary of the local board of trustees, or the officers of the governing body of the charter school, certify the following:

- 1) This district's technology and instructional materials allotment is used only for expenses allowed by the Texas Education Code (TEC), §31.0211.
- 2) For the current school year, this district has instructional materials that collectively cover all elements of the Texas Essential Knowledge and Skills of the required curriculum identified in the TEC, §28.002, other than physical education, for each subject and grade level (TEC §31.004).
- 3) Upon request, this district will provide to the State Board of Education the title and publication information for any instructional materials requisitioned or purchased by the district with the district's allotment (TEC §31.101).

<b>Certified</b>	<b>Grade Level</b>
<input checked="" type="checkbox"/>	Kindergarten
<input checked="" type="checkbox"/>	Grade 1
<input checked="" type="checkbox"/>	Grade 2
<input checked="" type="checkbox"/>	Grade 3
<input checked="" type="checkbox"/>	Grade 4
<input checked="" type="checkbox"/>	Grade 5
<input checked="" type="checkbox"/>	Grade 6
<input checked="" type="checkbox"/>	Grade 7
<input checked="" type="checkbox"/>	Grade 8
<input checked="" type="checkbox"/>	Grade 9
<input checked="" type="checkbox"/>	Grade 10
<input checked="" type="checkbox"/>	Grade 11
<input checked="" type="checkbox"/>	Grade 12

<b>Certified</b>	<b>Subject Area</b>
<input checked="" type="checkbox"/>	CAREER & TECHNICAL EDUCATION (CTE)
<input checked="" type="checkbox"/>	ENGLISH LANGUAGE ARTS AND READING
<input checked="" type="checkbox"/>	ENGLISH LANGUAGE PROFICIENCY STANDARDS
<input checked="" type="checkbox"/>	FINE ARTS
<input checked="" type="checkbox"/>	HEALTH
<input checked="" type="checkbox"/>	LANGUAGES OTHER THAN ENGLISH
<input checked="" type="checkbox"/>	MATHEMATICS
<input checked="" type="checkbox"/>	SCIENCE
<input checked="" type="checkbox"/>	SOCIAL STUDIES
<input checked="" type="checkbox"/>	TECHNOLOGY APPLICATIONS

**Signature of Superintendent**

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Signature

**Signatures of Board President and Secretary or Governing Board Officers**

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Board President

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Board Secretary

Scan the signed certification document and email it to [instructional.materials@tea.texas.gov](mailto:instructional.materials@tea.texas.gov) with the following subject line: [your district] certification (ex: Anywhere ISD certification)

Email to [instructional.materials@tea.texas.gov](mailto:instructional.materials@tea.texas.gov)

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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 Item	Reports, Routine Monthly	Other
3-25-2019	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>NEW COURSE REQUEST FOR 2019-2020</b>				
<b>Presenter or Contact Person:</b>	Dr. Ashley Glover, Executive Director for Educational Services				
<b>Policy/Code:</b>	N/A				
<b>Summary:</b>	This report provides the Board of Trustees an updated list of new course requests for the 2019-2020 school year.				
<b>Financial Implications:</b>	No financial information included in this report.				
<b>Attachments:</b>	The list of new course requests is attached.				
<b>Recommendation:</b>	<b>LEISD recommends the approval of the new courses as outlined.</b>				
<b>Motion:</b>	<b>LEISD requests the approval of the new courses as outlined.</b>				



## LEISD Courses: Requests and Reports

### March 25, 2019 for 2019-2020

Course	Credit	Academic Strand	State/Local
Health Science Clinical	1.0	CTE	State

### September 17, 2018 for 2019-2020

Course	Credit	Academic Strand	State/Local
PLTW Aerospace Engineering	1.0	CTE	State

### August 20, 2018

Course	Credit	Academic Strand	State/Local
General Employability Skills	1.0	CTE; by Committee	State
Methodology for Academic and Personal Success	1.0	CTE; by Committee	State
Making Connections I	.5	CTE; by Committee	State
Making Connections II	.5	CTE; by Committee	State
Making Connections III	.5	CTE; by Committee	State
Making Connections IV	.5	CTE; by Committee	State

### Updated Requests as of June 18, 2018

Course	Credit	Academic Strand	State/Local
NCTC Biology for NonScience Majors	1.0	Science	State
Agriculture, Foods, and Natural Resources	1.0	CTE	State

### Updated Requests as of May 15, 2018

Course	Credit	Academic Strand	State/Local
NCTC Sociology *NBAR	.5	Social Studies	State



NCTC Psychology*NBAR	.5	Social Studies	State
NCTC Music Studies, Music Appreciation I *NBAR (approved 12/5/17)	1.0	Music/Fine Arts	State
NCTC Speech (preexisting Prof. Comm)*NBAR	1.0 NCTC	CTE	State
NCTC Intro to Theatre (DRAMA) *NBAR	1.0	Fine Arts	
NCTC Environmental Biology (pre existing Environmental Systems) *NBAR	1.0	Science	

\*NBAR No Board Approval Required

### Requests for Course Approval/ March 26, 2018

Course	Credit	Academic Strand	State/Local
Vocal Ensemble I	1	Fine Arts	State
Vocal Ensemble II	1	Fine Arts	State
Vocal Ensemble III	1	Fine Arts	State
Vocal Ensemble IV	1	Fine Arts	State
OnRamps Algebra	1	Mathematics	State
Arts and Entertainment Technologies	1	CTE	State

### Updated Requests as of 12/5/17 for 2018 and Beyond

Course	Credit	Academic Strand	State/Local
Firefighter I	2.0	CTE	State
Firefighter II	3.0	CTE	State
EMT-Basic	2.0	CTE	State
PLTW Cyber Security	1.0	CTE	State
AP Research (Capstone Opportunities)	1.0	General	State
AP Seminar (Capstone Opportunities)	1.0	General	State



Music Studies, Music Appreciation I	1.0	Music/Fine Arts	State
Music Studies, Music Appreciation II	1.0	Music/Fine Arts	State
Music I, Instrumental Ensemble I	1.0	Music/Fine Arts	State
Music II, Instrumental Ensemble II	1.0	Music/Fine Arts	State
Music III, Instrumental Ensemble III	1.0	Music/Fine Arts	State
Music IV, Instrumental Ensemble IV	1.0	Music/Fine Arts	State

**Previously Approved Courses 2017-2018 by Board of Trustees, July 2017**

<b>Course</b>	<b>Credit</b>	<b>Academic Strand</b>	<b>State/Local</b>
Horticulture Science	1.0	CTE	State
Practicum Education and Training	1.0	CTE	State
Culinary Arts	2.0	CTE	State
Advanced Culinary Arts	2.0	CTE	State
Social Media Marketing	.5	CTE	State
Fashion Marketing	.5	CTE	State
Lobos Embracing Academics Daily (L.E.A.D)	.5 or 1.0	Skills & Success	Local
Earth and Space Science	1.0	Science	State
Dual Credit Elementary Analysis	.5	Math	State
Dual Credit Calculus	.5	Math	State
Independent Study Calculus I	.5	Math	State
PreCalculus	.5 or 1.0	Math	State
Journalism II (Advanced Journalism)	1.0	English/CTE	State

# Board Agenda Item

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

Board Mtg. Date 3-25-2019	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
<b>Subject:</b>	<b>TASB POLICY UPDATES - 112</b> <ul style="list-style-type: none"> <li>• <b>Legal and local policy revisions based on updates to the Texas Administrative Code; Some recoding of provisions; and reorganization of some policies into separate codes for ease of use.</b></li> </ul>				
<b>Presenter or Contact Person:</b>	Cleota Epps, Assistant Superintendent Human Resource & Student Services				
<b>Policy/Code:</b>	BAA (LEGAL), BAA (LOCAL)				
<b>Summary:</b>	<p>Approximately 70 legal policies are included in this update, including GKA(LEGAL), which addresses a new commissioner of education rule authorizing district officials to, in certain circumstances, refuse entry to or eject a person from property under a district's control. The rule impacts GKA(LOCAL), FNG(LOCAL), and GF(LOCAL).</p> <p>Update 112 will include the following local policies.</p> <ul style="list-style-type: none"> <li>• BJA – Superintendent qualifications and duties</li> <li>• CCG – Ad valorem taxes</li> <li>• CH – Purchasing and acquisition</li> <li>• CQ – Technology resources</li> <li>• CV – Facilities construction</li> <li>• DCB – Term contracts</li> <li>• DH – Employee standards of conduct</li> <li>• DIA – Freedom from discrimination, harassment, and retaliation</li> <li>• FMA – Student activities</li> <li>• FNG – Student and parent complaints</li> <li>• GF – Public complaints</li> <li>• GKA – Conduct on school premises</li> <li>• GKB – Advertising and fundraising</li> </ul>				

<b>Financial Implications:</b>	None
<b>Attachments:</b>	Attached
<b>Recommendation:</b>	<b>The administration recommends approval of the policy updates, as submitted.</b>
<b>Motion:</b>	<b>I move the Board approve the policy updates, as submitted</b>

# Instruction Sheet

## TASB Localized Policy Manual Update 112

### Little Elm ISD

Code	Type	Action To Be Taken	Note
BBFA	(LEGAL)	Replace policy	Revised policy
BBFB	(LEGAL)	Replace policy	Revised policy
BJA	(LOCAL)	Replace policy	Revised policy
BJCD	(LEGAL)	Replace policy	Revised policy
C	(LEGAL)	Replace table of contents	Revised table of contents
CBB	(LEGAL)	Replace policy	Revised policy
CCE	(LEGAL)	Replace policy	Revised policy
CCG	(LEGAL)	Replace policy	Revised policy
CCG	(LOCAL)	DELETE policy	See explanatory note
CCGA	(LEGAL)	ADD policy	See explanatory note
CCGA	(LOCAL)	ADD policy	See explanatory note
CCGB	(LEGAL)	ADD policy	See explanatory note
CCH	(LEGAL)	Replace policy	Revised policy
CFA	(LEGAL)	Replace policy	Revised policy
CFC	(LEGAL)	Replace policy	Revised policy
CH	(LEGAL)	Replace policy	Revised policy
CH	(LOCAL)	Replace policy	Revised policy
CHF	(LEGAL)	Replace policy	Revised policy
CHG	(LEGAL)	Replace policy	Revised policy
CNA	(LEGAL)	Replace policy	Revised policy
CO	(LEGAL)	Replace policy	Revised policy
COA	(LEGAL)	Replace policy	Revised policy
COB	(LEGAL)	Replace policy	Revised policy
CQ	(LOCAL)	Replace policy	Revised policy
CV	(LOCAL)	Replace policy	Revised policy
DBB	(LEGAL)	Replace policy	Revised policy
DBD	(LEGAL)	Replace policy	Revised policy
DCB	(LEGAL)	Replace policy	Revised policy
DCB	(LOCAL)	Replace policy	Revised policy
DFE	(LEGAL)	Replace policy	Revised policy
DH	(LOCAL)	Replace policy	Revised policy
DH	(EXHIBIT)	Replace exhibit	Revised exhibit
DHB	(LEGAL)	Replace policy	Revised policy
DHE	(LEGAL)	Replace policy	Revised policy

Instruction Sheet  
TASB Localized Policy Manual Update 112

**Little Elm ISD**

<b>Code</b>	<b>Type</b>	<b>Action To Be Taken</b>	<b>Note</b>
DIA	(LEGAL)	Replace policy	Revised policy
DIA	(LOCAL)	Replace policy	Revised policy
DP	(LEGAL)	Replace policy	Revised policy
EHAC	(LEGAL)	Replace policy	Revised policy
EHAD	(LEGAL)	Replace policy	Revised policy
EHB	(LEGAL)	Replace policy	Revised policy
EHBC	(LEGAL)	Replace policy	Revised policy
EHBE	(LEGAL)	Replace policy	Revised policy
EHBI	(LEGAL)	Replace policy	Revised policy
EHDC	(LEGAL)	Replace policy	Revised policy
EI	(LEGAL)	Replace policy	Revised policy
EIF	(LEGAL)	Replace policy	Revised policy
FFAC	(LEGAL)	Replace policy	Revised policy
FMA	(LOCAL)	Replace policy	Revised policy
FNG	(LOCAL)	Replace policy	Revised policy
FNG	(EXHIBIT)	Review exhibit	Revise as necessary
FODA	(LEGAL)	Replace policy	Revised policy
GF	(LOCAL)	Replace policy	Revised policy
GKA	(LEGAL)	Replace policy	Revised policy
GKA	(LOCAL)	Replace policy	Revised policy
GKB	(LEGAL)	Replace policy	Revised policy
GKB	(LOCAL)	Replace policy	Revised policy
GRA	(LEGAL)	Replace policy	Revised policy

# Explanatory Notes

## TASB Localized Policy Manual Update 112

### Little Elm ISD

#### **BBFA(LEGAL) ETHICS: CONFLICT OF INTEREST DISCLOSURES**

Revisions at Annual Financial Management Report on page 7 reflect amended Administrative Code rules, effective August 1, 2018, addressing financial accountability ratings.

#### **BBFB(LEGAL) ETHICS: PROHIBITED PRACTICES**

This legally referenced policy has been revised to improve accessibility, add some existing statutory provisions, and better match statutory text.

In addition, we have removed a provision addressing conflicts of interest for depository contracts, as the provision is already included in BDAE(LEGAL).

#### **BJA(LOCAL) SUPERINTENDENT: QUALIFICATIONS AND DUTIES**

Recommended formatting revisions to this local policy are to improve accessibility for individuals with disabilities.

#### **BJCD(LEGAL) SUPERINTENDENT: EVALUATION**

Added to this legally referenced policy is an existing statutory provision requiring the board to adopt policy providing that the board employs and evaluates the superintendent. This is already addressed by the district's BJCD(LOCAL) policy.

#### **C(LEGAL) BUSINESS AND SUPPORT SERVICES**

We have revised the C section table of contents to add two new policy codes, CCGA, Exemptions and Payments, and CCGB, Economic Development, the content of which was previously addressed at CCG. In addition, the CO series has been retitled Food and Nutrition Management, COA has been renamed Procurement, and COB has been renamed Free and Reduced-Price Meals.

#### **CBB(LEGAL) STATE AND FEDERAL REVENUE SOURCES: FEDERAL**

Based on changes in federal law that increased the micro-purchase and simplified acquisition thresholds for small purchases under the EDGAR procurement rules, this legally referenced policy has been updated to delete the old threshold amounts and include links to an Office of Management and Budget memorandum and a TEA [To the Administrator Addressed letter](#) dated August 28, 2018, which provide additional information on this issue.

#### **CCE(LEGAL) LOCAL REVENUE SOURCES: ATHLETIC STADIUM AUTHORITY**

Additional detail regarding the board's authority to create an Athletic Stadium Authority has been added.

#### **CCG(LEGAL) LOCAL REVENUE SOURCES: AD VALOREM TAXES**

Update 112 includes a significant restructuring of the policies on ad valorem taxes to break up the lengthy content into multiple policy codes, reorganize the provisions for better flow, and better match statutory text.

CCG(LEGAL) now focuses on adoption of the tax rate and conducting an election to ratify taxes.

Provisions on exemptions and payments of ad valorem taxes have been updated and moved to CCGA. Provisions on economic development have been updated and moved to CCGB.

# Explanatory Notes

## TASB Localized Policy Manual Update 112

### Little Elm ISD

#### **CCG(LOCAL) LOCAL REVENUE SOURCES: AD VALOREM TAXES**

For consistency with the recoding of legal provisions, the district's local policy provisions on exemptions and payments of ad valorem taxes have been moved from CCG to CCGA.

#### **CCGA(LEGAL) AD VALOREM TAXES: EXEMPTIONS AND PAYMENTS**

As mentioned above, provisions on exemptions and payments of ad valorem taxes have been updated and moved from CCG to CCGA. In addition, two constitutional amendments have been added:

- As allowed by Senate Joint Resolution 1 and Senate Bill 15 (85th Texas Legislative Session), voters approved an exemption of all or part of the value of the residence homestead of the surviving spouse of a first responder who is killed or fatally injured in the line of duty. See Surviving Spouse of First Responder.
- As allowed by House Joint Resolution 21 and House Bill 150, voters approved an exemption of part of the value of the residence homestead of a partially disabled veteran or surviving spouse if the homestead was donated to the veteran by a charitable organization for less than market value. See Veteran Exemptions.

Please note that the board of a district that adopted a local option homestead exemption for all taxpayers under Tax Code 11.13(n) may not reduce or repeal the exemption before December 31, 2019.

#### **CCGA(LOCAL) AD VALOREM TAXES: EXEMPTIONS AND PAYMENTS**

For consistency with the recoding of legal provisions described above, the district's local policy provisions on exemptions and payments of ad valorem taxes have been moved from CCG to CCGA.

#### **CCGB(LEGAL) AD VALOREM TAXES: ECONOMIC DEVELOPMENT**

As mentioned above, provisions on economic development have been moved from CCG to CCGB and have been updated with additional detail.

#### **CCH(LEGAL) LOCAL REVENUE SOURCES: APPRAISAL DISTRICT**

This legally referenced policy has been revised to add some existing statutory provisions, delete non-essential provisions, and better match statutory text.

#### **CFA(LEGAL) ACCOUNTING: FINANCIAL REPORTS AND STATEMENTS**

Revisions to this legally referenced policy reflect amended Administrative Code rules, effective August 1, 2018, addressing financial accountability ratings. The rules revised the notice provisions for the public hearing on the Financial Management Report. Other changes are to better match statutory wording.

#### **CFC(LEGAL) ACCOUNTING: AUDITS**

Revisions to this legally referenced policy reflect amended Administrative Code rules, effective August 1, 2018, allowing the commissioner to change a financial accountability rating in disaster situations and addressing the appeal process.

#### **CH(LEGAL) PURCHASING AND ACQUISITION**

References to COA(LEGAL) have been added to align with newly added material on food purchases at that code. In addition, the board delegation provision applicable in disaster circumstances has been updated for completeness. (See page 3.)

# Explanatory Notes

## TASB Localized Policy Manual Update 112

### Little Elm ISD

#### **CH(LOCAL) PURCHASING AND ACQUISITION**

At Purchasing Method, we recommend adding a reference to CBB(LEGAL), addressing procurement requirements for federal awards, as a reminder that other requirements may be applicable if federal funds are involved in a purchase.

Likewise, at Competitive Bidding and Competitive Sealed Proposals, we recommend an adjustment to acknowledge that any rejection of bids or proposals shall be in accordance with state or federal law, as some purchases with federal funds may require a sound, documented reason for rejecting a bid.

#### **CHF(LEGAL) PURCHASING AND ACQUISITION: PAYMENT PROCEDURES**

This legally referenced policy on payment procedures has been revised to reorder provisions and better match statutory text.

#### **CHG(LEGAL) PURCHASING AND ACQUISITION: REAL PROPERTY AND IMPROVEMENTS**

This legally referenced policy on real property and improvements has been revised to add some existing statutory provisions and better match statutory text.

#### **CNA(LEGAL) TRANSPORTATION MANAGEMENT: STUDENT TRANSPORTATION**

New Administrative Code rules effective July 12, 2018, have been added at Hazardous Conditions or High Risk of Violence. The rules include definitions, eligibility and local policy requirements, and reporting requirements for districts seeking additional funds for transportation of students living within two miles of the school.

Districts with TASB-recommended policy text at CNA(LOCAL) have the necessary policy provisions for seeking the additional transportation funding. If your district has a community walking transportation program but does not have policy provisions at CNA(LOCAL), please contact your policy consultant for an adjustment to the district's policy.

#### **CO(LEGAL) FOOD AND NUTRITION MANAGEMENT**

Additional existing federal and state provisions have been added to this legally referenced policy on food services management to provide more thorough coverage of the school nutrition compliance and professional standards, fundraiser standards, and unpaid meal policy requirements.

#### **COA(LEGAL) FOOD AND NUTRITION MANAGEMENT: PROCUREMENT**

This legally referenced policy on food purchasing has been extensively revised to include federal regulations applicable to the operation of and purchasing of food under the national school lunch and breakfast programs.

#### **COB(LEGAL) FOOD AND NUTRITION MANAGEMENT: FREE AND REDUCED-PRICE MEALS**

Additional existing federal provisions have been added to this legally referenced policy on free and reduced-price meals to provide more thorough coverage of the claim for reimbursement and on-site review processes, record retention requirements, and the Community Eligibility Provision program.

#### **CQ(LOCAL) TECHNOLOGY RESOURCES**

State law permits a district to accept electronic signatures that comply with rules adopted by the board. The board's rules, to the extent practicable, must be consistent with rules adopted by the Department of

# Explanatory Notes

## TASB Localized Policy Manual Update 112

### **Little Elm ISD**

Information Resources. To comply with state law and align with most districts' practice of accepting electronic signatures, we recommend new policy language permitting electronic signatures as outlined in the policy.

### **CV(LOCAL) FACILITIES CONSTRUCTION**

At Construction Contracts, we recommend adding references to CBB(LEGAL), addressing purchasing requirements for federal awards, as a reminder that if federal funds are involved in the contract other requirements may be applicable.

### **DBB(LEGAL) EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: MEDICAL EXAMINATIONS AND COMMUNICABLE DISEASES**

Details on the bloodborne pathogen exposure control plan developed by the Texas Department of State Health Services have been added.

### **DBD(LEGAL) EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: CONFLICT OF INTEREST**

This legally referenced policy has been revised to improve accessibility, add some existing statutory provisions, and better match statutory text.

### **DCB(LEGAL) EMPLOYMENT PRACTICES: TERM CONTRACTS**

Changes to this legally referenced policy on term contracts include:

- The addition of a commissioner of education decision explaining that if a district requires a person, by policy, job description, or contract, to hold certification, the district must employ that person under a Chapter 21 contract (see District-Required Certification); and
- Revisions to better match statutory wording.

### **DCB(LOCAL) EMPLOYMENT PRACTICES: TERM CONTRACTS**

Reorganization of provisions in this local policy on term contracts is recommended to better distinguish the provisions applicable when SBEC requires certification versus when the district requires certification. An adjustment clarifies that, when the district requires SBEC certification for a position, full-time professional employees in those positions are entitled to a term contract.

We have retained provisions reflecting that the board also approves a list of positions for which term contracts are issued even though neither SBEC nor the district requires certification for those positions.

### **DFE(LEGAL) TERMINATION OF EMPLOYMENT: RESIGNATION**

Revisions at Report by Principal reflect amended Administrative Code rules, effective March 8, 2018, providing that a principal is subject to sanctions for failing to notify the superintendent within seven days after an educator resigns following an alleged incident of misconduct as required by law.

### **DH(LOCAL) EMPLOYEE STANDARDS OF CONDUCT**

So as not to deter reports of discrimination, harassment, and retaliation, we recommend moving to DH(LOCAL) a provision previously at DIA(LOCAL) subjecting employees to discipline for making false claims of discrimination, harassment, and retaliation or refusing to participate in an investigation. Placement at DH(LOCAL), addressing the broader topic of employee standards of conduct, makes it clear that the district may discipline employees for such conduct in any circumstance, not just in relation to claims of discrimination, harassment, and retaliation. See Violations of Standards of Conduct.

# Explanatory Notes

## TASB Localized Policy Manual Update 112

### Little Elm ISD

No other changes have been made to the district's current policy provisions.

#### **DH(EXHIBIT)                      EMPLOYEE STANDARDS OF CONDUCT**

Amendments effective October 21, 2018, to the Educators' Code of Ethics have been incorporated. The amendments:

- Subject educators to discipline by the State Board for Educator Certification for intentionally or recklessly diverting money, personnel, property, or equipment for personal gain;
- Clarify the language regarding an educator's illegal use of controlled substances, prescription drugs, and toxic inhalants;
- Remove from the Educators' Code of Ethics and move to a different section of the Administrative Code the standard on assisting another educator with obtaining a new job when the educator has engaged in an inappropriate relationship with a student or minor; and
- Prohibit an educator from intentionally or knowingly subjecting a colleague to sexual harassment.

#### **DHB(LEGAL)                      EMPLOYEE STANDARDS OF CONDUCT: REPORTS TO STATE BOARD FOR EDUCATOR CERTIFICATION**

In accordance with Administrative Code changes effective October 21, 2018, evidence of an educator's solicitation of a romantic relationship with a student may consist of the educator violating written directives from school administrators regarding the educator's behavior toward a student.

#### **DHE(LEGAL)                      EMPLOYEE STANDARDS OF CONDUCT: SEARCHES AND ALCOHOL/DRUG TESTING**

The addition of an existing statutory provision clarifies that Department of Transportation (DOT) alcohol and drug testing must be completely separate from non-DOT testing.

#### **DIA(LEGAL)                      EMPLOYEE WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION**

This legally referenced policy has been revised to add an existing statutory provision on official oppression and to better match statutory text.

#### **DIA(LOCAL)                      EMPLOYEE WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION**

Two revisions are recommended to this local policy on discrimination, harassment, and retaliation:

- We have added the word "sex" to the statement of nondiscrimination and to the definition of discrimination for a complete listing of all the protected categories under law and for consistency throughout the policy manual.
- So as not to deter reports of discrimination, harassment, and retaliation, we have moved to DH(LOCAL) the provision subjecting employees to discipline for making false claims of discrimination, harassment, and retaliation or refusing to participate in an investigation. Placement at DH(LOCAL), addressing the broader topic of employee standards of conduct, makes it clear that the district may discipline employees for such conduct in any circumstance, not just in relation to claims of discrimination, harassment, and retaliation.

# Explanatory Notes

## TASB Localized Policy Manual Update 112

### Little Elm ISD

#### **DP(LLEGAL) PERSONNEL POSITIONS**

The State Board for Educator Certification has adopted new rules for principal certification effective September 23, 2018, referenced on page 1.

#### **EHAC(LLEGAL) BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (SECONDARY)**

New Administrative Code rules effective August 27, 2018, address the required instruction for all students entering grade 9 in the 2018–19 school year and thereafter on proper interaction with a peace officer. (See page 8.)

#### **EHAD(LLEGAL) BASIC INSTRUCTIONAL PROGRAM: ELECTIVE INSTRUCTION**

This legally referenced policy on elective instruction has been updated to include existing statutory provisions permitting districts to offer:

- Courses in cybersecurity; and
- Other courses or activities, including apprenticeships or training hours needed to obtain an industry-recognized credential or certificate.

#### **EHB(LLEGAL) CURRICULUM DESIGN: SPECIAL PROGRAMS**

Revisions to the dyslexia provisions in this legally referenced policy are a result of amended Administrative Code rules effective August 27, 2018. The amendments:

- Clarify requirements for screening of students for dyslexia and related disorders;
- Address information that must be provided to parents before identification or evaluation of a student occurs;
- Add requirements for parent education programs; and
- Clarify that districts must provide each student with dyslexia or a related disorder access to each program under which the student qualifies for services.

#### **EHBC(LLEGAL) SPECIAL PROGRAMS: COMPENSATORY/ACCELERATED SERVICES**

Details on the Optional Extended Year Program have been deleted, as the Program has not been funded for several years.

Regarding the Optional Flexible School Day Program (OFSDP), we have deleted funding provisions and added:

- Detail on the board approval process;
- Requirements regarding parental permission; and
- A provision permitting districts to provide an OFSDP to students attending a community-based drop-out recovery education program, based on amended Administrative Code rules effective August 2, 2018.

#### **EHBE(LLEGAL) SPECIAL PROGRAMS: BILINGUAL EDUCATION/ESL**

Revisions throughout this legally referenced policy on bilingual education are a result of amended Administrative Code rules effective July 15, 2018. The amendments align the rules with current TEA practice and the adopted Every Student Succeeds Act (ESSA) State Plan. Significant changes include:

# Explanatory Notes

## TASB Localized Policy Manual Update 112

### Little Elm ISD

- Changes to the home language survey requirements, including designation of Vietnamese as a required language for the home language surveys;
- Clarification that participation of non-LEP students in a bilingual education program may not exceed 40 percent of the number of students enrolled in the program district-wide;
- Changes to require bilingual education programs to begin in prekindergarten rather than kindergarten;
- Strengthening of teacher certification requirements for both the content-based and pull-out ESL program models; and
- A requirement for dual language immersion programs to begin at prekindergarten or kindergarten, as applicable; implementation can no longer begin in grade 1.

### **EHBI(LLEGAL) SPECIAL PROGRAMS: ADULT AND COMMUNITY EDUCATION**

This legally referenced policy on adult and community education has been revised to add some existing statutory provisions and better match the text of statute and the Administrative Code.

### **EHDC(LLEGAL) ALTERNATIVE METHODS FOR EARNING CREDIT: CREDIT BY EXAMINATION WITHOUT PRIOR INSTRUCTION**

Revisions to this legally referenced policy include rule changes from the State Board of Education (SBOE) on credit by examination (CBE) effective August 27, 2018. The rules include a new requirement for districts and assessment providers to audit their CBE assessments. The district board of trustees must approve an audit process for all CBE assessments used for kindergarten–grade 5 acceleration, whether district-developed or developed by another provider, and for all district-developed assessments to be used in grades 6–12. However, a board that adopts examinations from the University of Texas at Austin or Texas Tech University for kindergarten–grade 5 does not need to create a separate audit process for those examinations and may adopt the provider's audit process. The rules also include changes to the validation requirements and new annual reporting requirements.

TASB Policy Service sent [Policy Alerts](#) regarding these changes on August 15 and 30, 2018, and TASB Legal Services' [Frequently Asked Questions on Credit by Exam](#) addresses what districts need to know about the CBE assessment process, including the validation and audit requirements for district-created examinations.

### **EI(LLEGAL) ACADEMIC ACHIEVEMENT**

We have added amended rules effective August 27, 2018, addressing notations on a student's transcript for:

- Demonstrating proficiency in speech;
- Completing instruction in CPR;
- Completing instruction on proper interaction with peace officers; and
- Satisfying a graduation requirement for a language other than English by completing a dual language immersion program.

### **EIF(LLEGAL) ACADEMIC ACHIEVEMENT: GRADUATION**

An amended Administrative Code rule, effective August 27, 2018, permits a student to satisfy one of the two credits required in a language other than English by completing a dual language immersion program. The amended rule has been added on page 10.

# Explanatory Notes

## TASB Localized Policy Manual Update 112

### Little Elm ISD

#### **FFAC(LEGAL) WELLNESS AND HEALTH SERVICES: MEDICAL TREATMENT**

Revisions to this legally referenced policy on medical treatment include the following additions:

- Existing statutory provisions on nursing peer review committees;
- An existing statutory provision prohibiting a district employee from making a report of neglect based solely on a parent's refusal to administer or consent to the administration of a psychotropic drug or psychological testing, except in certain circumstances;
- Provisions on opioid antagonist medication (naloxone); and
- Provisions on maintenance and administration of epinephrine auto-injectors from new Administrative Code rules effective August 1, 2018.

TASB Legal Services' article [What Do School Districts Need to Know About Epinephrine Auto-Injectors?](#) discusses use of epinephrine to treat anaphylaxis on a school campus, including the legal requirements for a district with a policy that authorizes staff or volunteers to administer an unassigned epinephrine auto-injector.

#### **FMA(LOCAL) STUDENT ACTIVITIES: SCHOOL-SPONSORED PUBLICATIONS**

Recommended revisions to this local policy clarify that district and campus publications are under the district's control and school-sponsored publications approved by a principal and published by students are part of the instructional program. The provision outlining the principal's administrative responsibilities for publications is recommended for deletion, as such a statement need not be included in board policy.

We also recommend:

- Replacing the text on advertising with a Note pointing to GKB, to consolidate and eliminate duplication of advertising provisions; and
- Deleting the unnecessary complaint provision.

#### **FNG(LOCAL) STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT AND PARENT COMPLAINTS/GRIEVANCES**

A new commissioner of education rule effective August 26, 2018, addresses Education Code 37.105, which authorizes district officials to refuse entry to or eject a person from property under the district's control in certain circumstances. See GKA(LEGAL), below.

The recommended revision to this grievance policy at Complaints is to address new board policy requirements in the rule, which requires a board to adopt a policy that will allow a person refused entry to or ejected from property under the district's control to appeal by using the district's current grievance process and to permit a person appealing to address the board in person within 90 days of filing the complaint, unless the complaint is resolved before the board considers the complaint.

Update 58 to the *Regulations Resource Manual* includes at GKA updated exhibits in response to the new rule. TASB Legal Services' article ["Visitors to School Property and School Events"](#) provides further information on Education Code 37.105.

No other changes have been made to the district's current policy provisions.

#### **FNG(EXHIBIT) STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT AND PARENT COMPLAINTS/GRIEVANCES**

Our records indicate that you have an exhibit at this code that you may need to review and revise in light of the changes in this update. Please advise us:

# Explanatory Notes

## TASB Localized Policy Manual Update 112

### Little Elm ISD

- If this exhibit is obsolete and should be deleted from your localized policy manual; or
- If you have revisions that you wish to submit for editorial and legal review and incorporation into your localized policy manual.

### FODA(LEGAL)                      **EXPULSION: JUVENILE JUSTICE ALTERNATIVE EDUCATION PROGRAM**

This legally referenced policy on Juvenile Justice Alternative Education Programs (JJAEPs) has been revised as a result of newly adopted Administrative Code rules effective August 1, 2018. Revisions from the rules include requirements for:

- A JJAEP to develop, in coordination with the sending district, entry and exit transition plans for each student;
- The annual memorandum of understanding between the district and the county juvenile board to be filed with the Texas Juvenile Justice Department by October 1 of each year; and
- The JJAEP to provide a copy of the JJAEP's performance report to the superintendent of each participating school district.

### GF(LOCAL)                      **PUBLIC COMPLAINTS**

A new commissioner of education rule effective August 26, 2018, addresses Education Code 37.105, which authorizes district officials to refuse entry to or eject a person from property under the district's control in certain circumstances. See GKA(LEGAL), below.

The recommended revision to this grievance policy at Complaints is to address new board policy requirements in the rule, which requires a board to adopt a policy that will allow a person refused entry to or ejected from property under the district's control to appeal by using the district's current grievance process and to permit a person appealing to address the board in person within 90 days of filing the complaint, unless the complaint is resolved before the board considers the complaint.

Update 58 to the *Regulations Resource Manual* includes at GKA updated exhibits in response to the new rule. TASB Legal Services' article "Visitors to School Property and School Events" provides further information on Education Code 37.105.

No other changes have been made to the district's current policy provisions.

### GKA(LEGAL)                      **COMMUNITY RELATIONS: CONDUCT ON SCHOOL PREMISES**

A new commissioner of education rule effective August 26, 2018, addresses Education Code 37.105, which authorizes district officials to refuse entry to or eject a person from property under the district's control in certain circumstances.

As reflected in this legally referenced policy, the rule requires each board to adopt a policy that will allow a person refused entry to or ejected from property under the district's control to appeal by using the district's current grievance process and must permit a person appealing to address the board in person within 90 days of the individual filing the appeal, unless the appeal is resolved before the appeal reaches the board level. Local policy recommendations are addressed at FNG(LOCAL), GF(LOCAL), and GKA(LOCAL). In addition, Update 58 to the *Regulations Resource Manual* includes at GKA updated exhibits in response to the new rule.

Another revision to this policy adds the separate trespass provision from the Education Code to distinguish the district's authority to pursue trespass charges from the Education Code 37.105 provisions.

TASB Legal Services' article "Visitors to School Property and School Events" provides further information on the district's authority.

# Explanatory Notes

## TASB Localized Policy Manual Update 112

### Little Elm ISD

Finally, federal and state provisions on drones have been added, beginning on page 11.

#### **GKA(LOCAL)                      COMMUNITY RELATIONS: CONDUCT ON SCHOOL PREMISES**

A new commissioner of education rule effective August 26, 2018, addresses Education Code 37.105, which authorizes district officials to refuse entry to or eject a person from property under the district's control in certain circumstances. See GKA(LEGAL), above.

To comply with the requirements in the new rule, we recommend policy language:

- Providing that a district official will give a person refused entry to or ejected from property under the district's control written information explaining the right to appeal, and
- Referencing the specific grievance timelines and right to address the board that apply if an individual appeals an ejection or exclusion.

Update 58 to the *Regulations Resource Manual* includes at GKA updated exhibits in response to the new rule. TASB Legal Services' article "Visitors to School Property and School Events" provides further information on Education Code 37.105.

Changes at Access to District Property clarify that authorized district officials may refuse to allow a person access to district property and may request assistance from law enforcement in an emergency or when a person's behavior rises to the level of criminal conduct.

#### **GKB(LEGAL)                      COMMUNITY RELATIONS: ADVERTISING AND FUNDRAISING**

We have added a recent U.S. Supreme Court case to this legally referenced policy to clarify that the district's statements and actions that take the form of speech do not create a forum for private speech and the district does not engage in unconstitutional viewpoint discrimination by advancing its viewpoints on permissible goals, even if advancing those goals discourages alternative goals. (See District Communications.)

#### **GKB(LOCAL)                      COMMUNITY RELATIONS: ADVERTISING AND FUNDRAISING**

Recommended revisions to the advertising provisions in this local policy are to keep the text current with evolving case law. The revisions add several new circumstances under which a district may reject advertising, including when advertising:

- Is inappropriate in the school setting;
- Presents a health hazard; or
- Adds to the district's administrative burden by exposing the district to complaints, controversy, or litigation.

Likewise, new provisions are recommended to clarify that a district's acknowledgment of sponsorships and donations may be through whatever means the district deems appropriate and the district retains full editorial control, even if donors may suggest text for the acknowledgment.

#### **GRA(LEGAL)                      RELATIONS WITH GOVERNMENTAL ENTITIES: STATE AND LOCAL GOVERNMENTAL AUTHORITIES**

This legally referenced policy has been updated to provide additional detail on Department of Family and Protective Services investigations regarding allegations of child abuse or neglect in schools.

# Board Agenda Item

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

	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
Board Mtg. Date <b>03-25-2019</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Subject:</b>	<b>MAXIMUM CLASS SIZE EXEMPTION - CLASS SIZE WAIVERS</b>				
<b>Presenter or Contact Person:</b>	Cleota Epps, Assistant Superintendent Human Resource & Student Services				
<b>Policy/Code:</b>	BF (LEGAL)				
<b>Summary:</b>	<p>In grades K-4, the class size maximum is 22. In LEISD we have a total of 36 areas at five campuses that have some sections of the grade level above 22 students (two sections are new requests listed below). The administration is seeking approval for maximum class size exception at:</p> <p>Brent: Kindergarten – 1 (Huey)</p> <p>Oak Point: 4<sup>th</sup> Grade – 1 (Zamora)</p>				
<b>Financial Implications:</b>	There is no financial impact.				
<b>Attachments:</b>	None				
<b>Recommendation:</b>	<b>The Administration recommends approval of waivers for the Maximum Class Size Exception from the Commissioner of Education.</b>				
<b>Motion:</b>	<b>I move the Board approve waivers for the Maximum Class Size Exception from the Commissioner of Education.</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 3-25-2019	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
<b>Subject:</b>	<b>PERSONNEL MEMO</b>				
<b>Presenter or Contact Person:</b>	Cleota Epps, Assistant Superintendent Human Resource & Student Services				
<b>Policy/Code:</b>	DCA, DCB, DC, and DCE, as appropriate.				
<b>Summary:</b>	Term teachers' contract renewals.				
<b>Financial Implications:</b>	There is no financial impact to the budget.				
<b>Attachments:</b>	Term teachers' renewal memo provided in closed session.				
<b>Recommendation:</b>	<b>The administration recommends approval of the term teachers' contract renewals, as submitted.</b>				
<b>Motion:</b>	<b>I move the Board approve the term teachers' contract renewals, 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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	<b>Reports of the Superintendent</b>	<b>Action Item</b>	<b>Consent Agenda</b>	<b>Reports, Routine Monthly</b>	<b>Discussion Item</b>
<b>Board Mtg. Date</b> 03-25-2019	<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>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.</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 2019**

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

Campus/Dept	Fund	Donation From	Description	Date	Monetary	Non-Monetary	Total
Athletics	461	The Lobo Club - Soccer	Girls soccer team meals for Waller tournament	01/22/19	1,540.00		1,540.00
Chavez Elementary	461	Sturm Welding, Inc.	Classroom supplies for GT program	01/31/19	100.00		100.00
Athletics	461	The Lobo Club - Basketball	Girls basketball program - supplies, equipment, shoes	02/05/19	1,092.00		1,092.00
Special Olympics	499	Knights of Columbus, Jim Kinsler	Special Olympics programming	02/05/19	850.00		850.00
Child Nutrition	240	Anonymous Donor	Offset Chavez Elementary delinquent student meal accounts	02/06/19	250.00		250.00
Technology Department		NCS	HP Deskjet 510 Plotter to be used for Operations and Construction architectural work	02/14/19		2,000.00	2,000.00
Athletics	461	The Lobo Club - Baseball	TSRN radio sponsors	02/26/19	2,000.00		2,000.00
Athletics	461	The Lobo Club - Baseball	Baseball program travel expenses	02/26/19	2,376.00		2,376.00
					8,208.00	2,000.00	10,208.00

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

Campus/Dept	Fund	Donation From	Description	Date	Monetary	Non-Monetary	Total
							-
					-	-	-

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