

**TRINITY BASIN PREPARATORY
MEETING OF THE BOARD OF DIRECTORS
2730 N HWY 360
GRAND PRAIRIE, TEXAS, 75050
MONDAY, MAY 17, 2021**

1:00 P.M. OPEN SESSION

ALL MEMBERS OF THE BOARD PARTICIPATING IN THIS MEETING WILL PARTICIPATE VIA VIDEO OR TELEPHONE CONFERENCE IN ACCORDANCE WITH THE GOVERNOR'S AUTHORIZATION CONCERNING SUSPENSION OF CERTAIN OPEN MEETING LAW REQUIREMENTS FOR COVID-19 DISASTER.

Members of the public may access the meeting via telephone by dialing 1-346-248-7799 (using meeting ID: 983 5728 6478) or by using the following videoconference link: <https://trinitybasin-net.zoom.us/j/98357286478>. A quorum of members of the Board will participate in the meeting and will be audible to the public.

I. CALL TO ORDER:

II. OPEN SESSION

III. NON-AGENDA RELATED PUBLIC COMMENTS

This forum allows anyone in attendance to address the Board on any matter except personnel and individual student issues. Any personnel concerns should be brought to the attention of the CEO prior to the meeting. Speakers will be limited to three (3) minutes. Non-agenda items will be taken for no more than 30 minutes.

IV. ACTION ITEMS:

- a. Financial report**
- b. Enrollment report**
- c. Academic report**
- d. Operations and Expansion report**
- e. Development report**
- f. Campus report**
- g. Consider and/or vote on 2021-2022 Student Dress Code**
- h. Consider and/or vote on 2021-2022 Student Code of Conduct**
- i. Consider and/or vote on resolution approving the non-expansion amendment request to temporarily relocate the school site at 412 W. Bolt Street, Fort Worth, to 3320 Hemphill Street, Fort Worth, Texas**
- j. Consider and/or vote on potential lease of 3320 Hemphill Street, Fort Worth, Texas**
- k. Consider and/or vote on future Board of Directors Planning Session/Workshop**
- l. Consider and/or vote on minutes from meeting on 4.19.21**
- m. Consider and/or vote on compensation for CEO/Superintendent**
- n. ADJOURNMENT**

V. CLOSED SESSION PER TEXAS GOVERNMENT CODE. If at any time during the meeting, the Board determines that a closed or executive meeting is required, then such closed or executive meeting will be held by the Board as authorized by the Texas Open Meetings Act, including, but not limited to the following sections:

- a. Private Consultation with the Board's Attorney (Sec. 551.071)
- b. Personnel Matters (Sec. 551.074)
- c. Real Property Matters (Sec. 551.072)
- d. School Children; School District Employees; Disciplinary Matter or Complaint (Sec. 551.082)
- e. School Board: Personally Identifiable Information about Public School Student (Section 551.0821)

VI. ADJOURNMENT

CERTIFICATE AS TO POSTING OR GIVING OF NOTICE

On this ____ day of May, 2021, at _____ a.m., this notice was posted at a place convenient to the public at the administrative offices of Trinity Basin Preparatory, 2730 N Hwy 360, Grand Prairie, Texas 75050 and on Trinity Basin's website (www.trinitybasin.net) and readily accessible to the general public at all times for 72 hours preceding the scheduled time of the meeting.

**Randy Shaffer
Chief Executive Officer
Trinity Basin Preparatory**

A.

**Financial
Report**

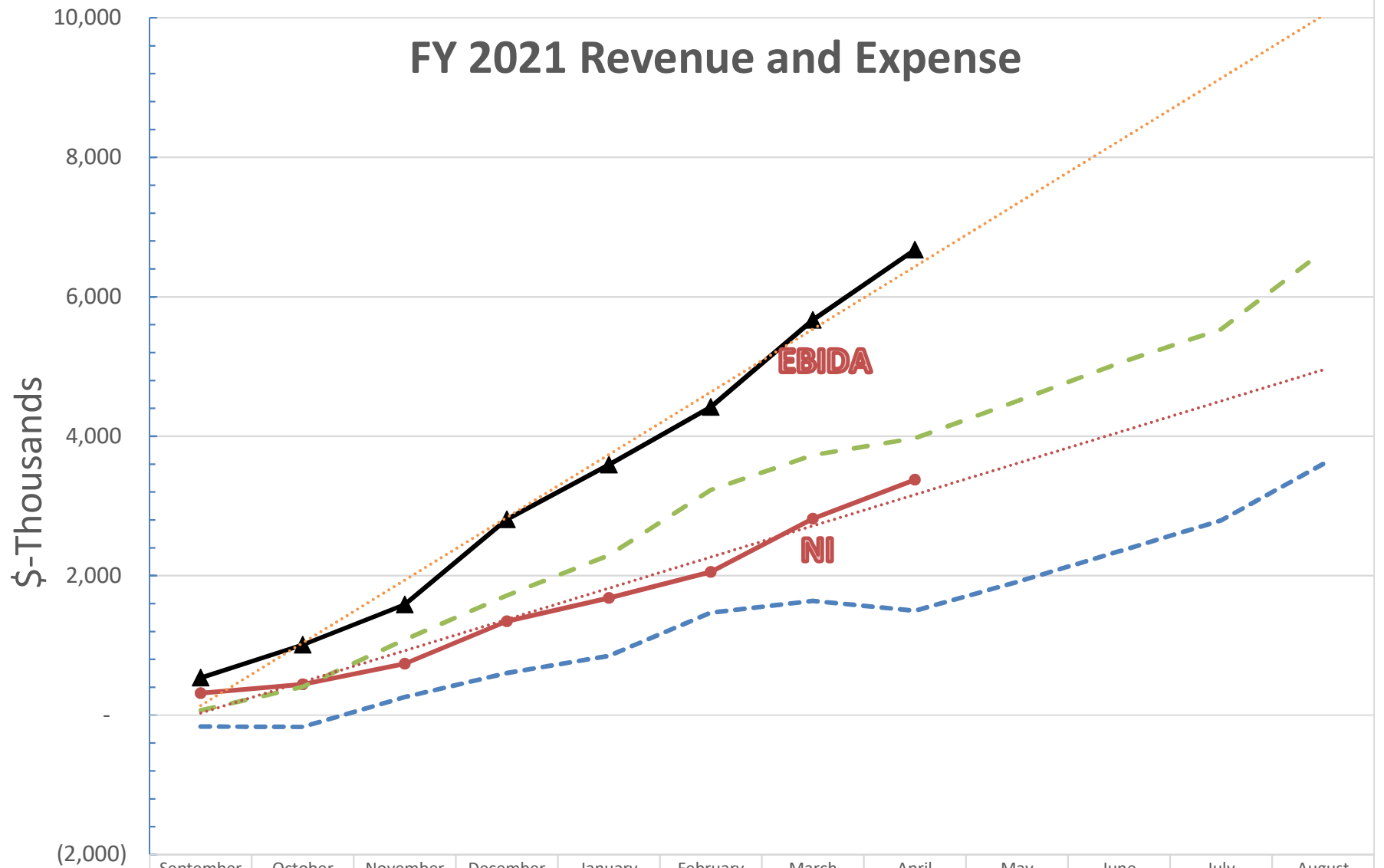
FY 2021 Revenue and Expense

\$-Thousands

6,000
5,000
4,000
3,000
2,000
1,000
0

	September	October	November	December	January	February	March	April	May	June	July	August
▲ FY21 Rev	3,737,703	3,795,595	3,872,530	4,332,817	3,870,815	3,831,256	4,155,266	4,218,969				
● 2020-21	3,422,343	3,668,222	3,578,701	3,722,688	3,538,287	3,455,522	3,392,168	3,661,348				
- - FY20 Rev	3,298,499	3,693,625	3,747,356	3,546,506	3,557,179	3,993,886	3,160,224	3,335,908	3,339,185	3,473,540	3,490,340	4,501,467
- - 2019-20	3,462,984	3,698,108	3,320,657	3,202,022	3,309,405	3,375,507	2,989,744	3,476,281	2,929,796	3,033,546	3,045,344	3,692,252

FY 2021 Revenue and Expense



	September	October	November	December	January	February	March	April	May	June	July	August
EBIDA 21	535,415	1,007,097	1,584,581	2,806,498	3,592,314	4,416,809	5,668,567	6,674,360				
NI 21	315,360	442,734	736,562	1,346,691	1,679,220	2,054,954	2,818,052	3,375,673				
EBIDA 20	68,448	405,744	1,082,813	1,716,090	2,292,650	3,229,855	3,730,242	3,970,872	4,503,811	5,048,986	5,533,513	6,651,838
NI 20	(164,485)	(168,968)	257,730	602,215	849,990	1,468,368	1,638,847	1,498,474	1,907,863	2,347,856	2,792,852	3,602,067

TRINITY BASIN PREPARATORY

UNAUDITED

FINANCIAL SUMMARY

	Period Ended: FY 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	YTD FY 2021
Operating Cash	\$ 14,101,757	\$ 12,257,936	\$ 12,821,973	\$ 13,651,083	\$ 15,987,418	\$ 9,568,205	\$ 9,620,141	\$ 10,696,721	\$ 10,682,955		
Restricted Cash	12,593,490	11,392,825	10,775,568	10,775,568	8,652,816	7,765,051	6,197,947	5,261,654	2,888,805		
Days Operating Cash	138.4	113.1	114.3	121.5	143.9	86.6	87.7	98.4	97.9		
LCB Credit Lines \$5.6m	5,600,000	5,600,000	5,600,000	5,600,000	5,600,000	-	-	-	-		
LCB PPP Loan	4,630,075	4,630,075	4,630,075	4,630,075	4,630,075	4,630,075	4,630,075	4,630,075	4,630,075		
PNC Project Loan \$20m	-	-	-	-	-	-	-	-	-		
Revenues	\$ 43,107,712	\$ 3,737,703	\$ 3,795,595	\$ 3,872,530	\$ 4,332,817	\$ 3,870,815	\$ 3,831,256	\$ 4,155,266	\$ 4,218,969		\$ 31,814,951
Less Expenses:											
Payroll Costs	26,815,010	2,473,245	2,485,275	2,587,504	2,445,139	2,483,169	2,456,380	2,420,405	2,408,994		19,760,112
Other Operating	7,276,278	729,043	838,638	707,543	665,762	601,830	550,381	483,103	804,182		5,380,480
Interest & Amort.	3,090,138	124,041	201,522	132,483	156,895	203,561	197,026	236,235	193,588		1,445,352
Depreciation	2,320,930	96,013	142,787	151,172	454,893	249,727	251,735	252,426	254,584		1,853,336
Extraordinary Item	-	-	-	-	-	-	-	-	-		-
Change in Net Assets	\$ 3,605,356	\$ 315,360	\$ 127,373	\$ 293,828	\$ 610,129	\$ 332,529	\$ 375,734	\$ 763,097	\$ 557,621		\$ 3,375,673
EBIDA & Ext. Items	\$ 9,016,424	\$ 535,415	\$ 471,682	\$ 577,483	\$ 1,221,917	\$ 785,816	\$ 824,495	\$ 1,251,758	\$ 1,005,793	\$ -	\$ 6,674,360
Debt Service - Bonds	\$ 2,880,667	\$ 128,942	\$ 229,653	\$ 166,569	\$ 179,609	\$ 229,324	\$ 229,324	\$ 229,324	\$ 229,324		\$ 1,622,071
Other Debt	401,495	30,835	856	1,650	5,438	4,278	3,438	35,146	-		81,641
Cash Debt Service*	\$ 3,282,161	\$ 159,777	\$ 230,508	\$ 168,219	\$ 185,047	\$ 233,602	\$ 232,762	\$ 264,471	\$ 229,324	\$ -	\$ 1,703,711
D-S Coverage (YTD)	2.8	3.4	2.6	2.8	3.8	3.7	3.7	3.8	3.9		3.9
* Excludes optional pre-payments											
Accts Payable & Other	6,530,340	4,679,858	4,642,317	4,635,018	5,132,351	4,199,263	4,693,816	4,837,842	5,016,287		
Debt Bonds & Other	84,945,972	84,628,191	84,592,455	84,556,719	84,415,523	78,724,042	78,632,561	78,541,080	78,449,599		
Total Liabilities	91,476,313	89,308,049	89,234,773	89,191,737	89,547,874	82,923,305	83,326,377	83,378,922	83,465,886		
Total Equity	20,281,178	20,596,539	20,723,912	21,017,740	21,627,869	21,960,398	22,336,132	23,099,230	23,656,851		
D/E	4.5 : 1	4.3 : 1	4.3 : 1	4.2 : 1	4.1 : 1	3.8 : 1	3.7 : 1	3.6 : 1	3.5 : 1		
D-S % Revenue	7.3%	4.3%	5.2%	4.9%	4.7%	5.0%	5.2%	5.3%	5.4%		

TRINITY BASIN PREPARATORY

UNAUDITED

FINANCIAL SUMMARY

CHILD NUTRITION

	FY 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	YTD FY 2020
592x Child Nutrition											
Federal Support, net	1,276,475	75,314	120,475	96,484	101,513	124,178	88,074	146,603	179,551	-	932,192
Local Collections	135,578	2,146	4,845	1,183	638	306	1,080	461	531	-	11,189
CN Revenue	1,412,053	77,460	125,320	97,667	102,150	124,484	89,154	147,064	180,081	-	943,381
Less:											
Cost of Food	1,061,366	81,499	109,120	91,372	82,321	112,184	76,406	118,250	143,796		814,947
Kitchen Supplies	46,831	16,305	1,845	877	6,573	5,970	2,582	(14,937)	10,852		30,067
Operating Margin	303,857	(20,344)	14,355	5,418	13,256	6,330	10,166	43,752	25,433	-	98,366
Personnel	580,457	58,722	60,864	61,298	62,035	64,367	65,996	61,166	61,369		495,816
Other expense	2,998	136	-	-	280	2,227	-	(690)	-		1,953
Net Loss	(279,598)	(79,202)	(46,509)	(55,880)	(49,058)	(60,264)	(55,830)	(16,724)	(35,936)	-	(399,403)
YTD Loss		(79,202)	(125,711)	(181,591)	(230,650)	(290,913)	(346,744)	(363,467)	(399,403)		

* Federal Support includes Commodity Revenue, net Commodity Expense.

TRINITY BASIN PREPARATORY

UNAUDITED

REVENUES and EXPENSES

	SEE AUDIT										66.7%	Original
	Consolidated										Year-to-Date	Budget
	FY 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	FY 2021	FY 2021
Enrollment												
Revenues:												
Total Local Support	483,888	78,386	53,228	43,809	43,513	42,589	46,123	63,380	43,669	-	414,697	607,110
Total State Funds	37,677,649	3,391,839	3,452,554	3,635,451	3,554,428	3,527,403	3,518,288	3,766,816	3,624,401	-	28,471,180	44,443,158
Total Federal Program Rev.	4,946,175	267,478	289,813	193,270	734,876	300,823	266,845	325,070	550,899	-	2,929,074	4,649,732
Total Revenues	\$ 43,107,712	\$ 3,737,703	\$ 3,795,595	\$ 3,872,530	\$ 4,332,817	\$ 3,870,815	\$ 3,831,256	\$ 4,155,266	\$ 4,218,969	\$ -	\$ 31,814,951	\$ 49,700,000
Expenses												
11 Instructional	21,945,224	1,909,118	2,040,839	2,118,242	2,222,507	2,047,125	2,007,817	1,994,176	1,903,838	-	16,243,661	24,647,704
12 Library and Media	3,558	-	649	-	764	758	62	-	-	-	2,233	104,709
13 Curriculum development	156,094	9,685	70,516	70,067	67,903	70,032	72,102	51,881	138,721	-	550,907	318,453
21 Instructional Leadership	591,056	82,858	45,862	45,966	45,918	46,268	45,675	44,542	43,269	-	400,357	658,407
23 School Leadership	1,813,696	172,241	172,776	172,347	179,413	174,948	171,684	172,993	168,157	-	1,384,558	1,961,774
31 Guidance & Counseling	1,059,205	100,955	80,572	76,653	75,981	86,734	86,550	85,990	81,566	-	675,002	1,270,634
33 Health Services	330,217	26,880	30,944	31,263	27,650	29,915	28,359	28,538	26,919	-	230,468	405,935
35 Food Services	1,867,704	158,856	171,829	162,255	156,277	193,007	150,743	169,881	230,977	-	1,393,824	2,190,153
36 Extra Curricular Activities	14,699	1,013	-	-	-	-	-	-	-	-	1,013	14,117
41 General Administration	1,909,848	221,172	186,647	172,675	211,675	151,584	143,037	156,881	154,666	-	1,398,338	2,283,899
51 Facilities Maintenance	4,092,207	444,821	532,390	428,524	451,835	397,662	425,379	317,561	450,364	-	3,448,536	4,725,259
52 Security and Monitoring	462,363	22,982	34,264	34,294	40,142	31,615	33,564	37,003	19,924	-	253,789	329,225
53 Technology / Data Systems	1,795,217	128,424	79,742	114,431	66,703	85,655	75,672	78,468	225,077	-	854,173	1,140,753
61 Community Services	138,859	11,462	11,835	11,666	11,187	11,502	10,017	9,025	16,449	-	93,143	91,100
71 Debt Service	3,098,888	124,041	201,522	132,483	156,895	203,561	197,026	236,235	193,588	-	1,445,352	4,564,149
81 Fund Raising	257,228	7,835	7,835	7,835	7,836	7,921	7,835	8,996	7,835	-	63,926	293,730
Total Expenses	\$ 39,536,063	\$ 3,422,343	\$ 3,668,222	\$ 3,578,701	\$ 3,722,688	\$ 3,538,287	\$ 3,455,522	\$ 3,392,168	\$ 3,661,348	\$ -	\$ 28,439,279	\$ 45,000,000
Change in Total Net Assets	\$ 3,571,650	\$ 315,360	\$ 127,373	\$ 293,828	\$ 610,129	\$ 332,529	\$ 375,734	\$ 763,097	\$ 557,621	\$ -	\$ 3,375,673	\$ 4,700,000

TRINITY BASIN PREPARATORY

UNAUDITED - EXPENSE by OBJECT

		Consolidated										Year-to-Date
		FY 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	FY 2021
61--	Payroll Costs	26,815,010 62.2%	2,473,245 66.2%	2,485,275 65.5%	2,587,504 66.8%	2,445,139 56.4%	2,483,169 64.2%	2,456,380 64.1%	2,420,405 58.2%	2,408,994 57.1%	-	19,760,112 62.1%
	6211 LEGAL SRVCS	74,244	6,768	-	1,211	1,683	32	334	1,341	1,805	-	13,172
	6212 AUDIT SRVCS	52,000	43,000	1,050	-	2,500	-	-	4,500	-	-	51,050
	6216 SPED SRVCS	131,218	16,674	44,888	49,213	20,526	71,181	43,207	52,686	51,343	-	349,719
	6219 PROFES SRVCS	13,948	-	-	-	1,200	400	400	400	10,300	-	12,700
	6239 EDUCATION SERVICE CENTERS	145,098	25	67,391	1,468	20,725	950	21,942	17,200	9,320	-	139,021
	6249 CONTRACTED MAINT/REPAIR	346,415	103,428	108,881	26,957	113,672	157,136	104,591	125,339	103,784	-	843,788
	6259 UTILITIES	736,513	76,134	87,171	118,931	51,893	7,808	44,410	62,561	64,187	-	513,095
	6255 E-RATE CREDITS	(49,025)	(85,577)	(17,891)	(4,800)	(1,858)	(2,268)	(2,268)	(2,268)	(2,318)	-	(119,249)
	6264 PPI Lease Exp	-	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	-	240,000
	6269 RENTALS-OPERATING LEASES	476,802	5,455	132,962	35,968	32,455	39,198	36,856	39,258	79,232	-	401,383
	6297 MARKETING SERVICES	120,531	9,622	6,296	7,370	34,394	6,796	10,290	10,841	10,845	-	96,455
	6299 MISCONTRACTED SRVCS	1,370,828	79,156	36,465	39,364	50,146	37,703	57,986	40,599	98,423	-	439,841
62--	Professional and Contracted Svcs.	3,418,571	284,685	497,213	305,681	357,336	348,935	347,747	382,457	456,920	-	2,980,976
	6311 GASOLINE/FUELS	3,426	551	648	393	409	674	493	894	930	-	4,993
	6319 SUPPLIES	103,852	116,369	19,696	72,976	17,817	10,846	20,550	19,651	19,922	-	297,828
	6329 READING MATERIALS	423,889	3,314	-	-	764	1,354	565	149	-	-	6,146
	6339 TESTING MATERIALS	43,036	-	-	14,130	3,423	-	-	-	-	-	17,554
	6341 FOOD	1,061,366	81,499	109,120	91,372	82,321	112,184	76,406	118,250	143,796	-	814,947
	6342 NON-FOOD	46,831	16,305	1,845	877	6,573	5,970	2,582	(14,937)	10,852	-	30,067
	6344 USDA COMMODITIES	68,910	1,269	-	6,888	4,838	6,097	5,759	5,924	10,584	-	41,359
	6390 OTHER SUPPLIES AND MATERIALS	173,353	15,349	108	-	-	-	-	434	543	-	16,433
	6397 MARKETING SUPPLIES	53,967	4,671	1,820	39	3,533	2,735	8,148	3,551	2,067	-	26,563
	6398 SOFTWARE LICENSES	727,073	85,445	75,538	146,739	68,108	32,553	18,096	5,259	72,633	-	504,373
	6399 GENERAL SUPPLIES	474,832	88,071	63,543	27,125	75,503	39,945	28,662	(68,856)	56,632	-	310,625
	6649 FURNITURE & EQUIPMENT	134,922	5,923	11,755	5,265	18,947	12,622	12,662	1,710	(153)	-	68,731
63+66	Other Supplies & Materials	3,315,457	418,767	284,073	365,806	282,238	224,979	173,922	72,028	317,806	-	2,139,619
	6411 TRAVEL-EMPLOYEE	39,314	-	-	-	-	-	-	75	-	-	75
	6412 TRAVEL - STUDENTS.	61,420	-	-	-	-	850	-	-	-	-	850
	6429 INS/BONDING COSTS	479,204	25,248	24,605	29,785	25,046	24,605	28,712	28,712	28,712	-	215,423
	6449 DEPRECIATION EXPENSE	2,320,930	96,013	142,787	151,172	454,893	249,727	251,735	252,426	254,584	-	1,853,336
	6495 DUES	2,680	95	32,636	-	-	-	-	16	36	-	32,783
	6499 MISC OPERATING COSTS	(40,367)	248	110	6,271	1,141	2,461	-	(185)	708	-	10,754
64--	Other Operating Expenses	2,863,180	121,604	200,138	187,227	481,080	277,643	280,446	281,044	284,040	-	2,113,221
	6521 INTEREST ON BONDS	2,880,667	128,942	229,653	166,569	179,609	229,324	229,324	229,324	229,324	-	1,622,071
	6529 PPI INTEREST	114,407	22,646	-	-	4,063	-	3,438	35,146	-	-	65,293
	6523 INTEREST ON DEBT	287,087	8,189	856	1,650	1,375	4,278	-	-	-	-	16,347
	6524 AMORTIZATION OF BOND FEES	109,419	8,658	8,658	8,658	8,658	8,658	8,658	8,658	8,658	-	69,268
	6525 RECOGNITION OF BOND PREM/DISC	(427,862)	(44,394)	(44,394)	(44,394)	(44,394)	(44,394)	(44,394)	(44,394)	(44,394)	-	(355,156)
	6598 BANK FEES FOR RENEWAL OR REVIEW	126,420	-	6,750	-	7,583	5,695	-	7,500	-	-	27,528
	7919 GAIN ON DEBT RETIREMENT	-	-	-	-	-	-	-	-	-	-	-
Total Expenses		\$ 39,502,356	3,422,343	3,668,222	3,578,701	3,722,688	3,538,287	3,455,522	3,392,168	3,661,348	-	\$ 28,439,279

TRINITY BASIN PREPARATORY

UNAUDITED - EXPENSE by OBJECT

		Consolidated										Year-to-Date
		FY 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	FY 2021
6112 SUBSTITUTE		161,328	8,300	14,680	15,830	10,570	9,513	13,140	12,914	19,500	-	104,447
6119 SALARIES PROFESSIONAL		20,626,414	1,999,554	1,978,577	2,105,517	1,991,027	1,971,635	1,956,232	1,948,049	1,940,165	-	15,890,755
6121 EXTRA DUTY PAY/OVERTIME		193,948	11,089	9,841	10,497	8,341	15,679	7,512	8,327	7,430	-	78,715
6129 SALARIES SUPPORT PERSONNEL		2,431,285	199,221	206,365	203,148	205,702	206,393	199,610	200,379	200,288	-	1,621,106
6139 EMPLOYEE ALLOWANCES		-	-	-	-	-	-	-	-	-	-	-
6141 FICA/MEDI		334,277	31,390	31,756	33,489	31,531	31,381	31,883	30,624	31,081	-	253,134
6142 GROUP HEALTH		972,742	93,921	98,221	91,872	95,591	86,577	99,896	98,117	95,518	-	759,712
6145 UNEMPLOYMENT		112,516	10,539	9,287	2,524	1,902	41,454	35,386	9,468	6,919	-	117,480
6146 TRS		1,054,402	105,491	122,325	110,312	85,842	105,809	100,681	97,869	94,164	-	822,492
6149 EMPLOYEE BENEFITS		33,887	3,741	4,224	4,314	4,633	4,728	2,040	4,660	3,930	-	32,271
6179 PAYROLL ACCRUAL		927,500	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	-	80,000
61--	Payroll Costs	26,848,299	2,473,245	2,485,275	2,587,504	2,445,139	2,483,169	2,456,380	2,420,405	2,408,994	-	19,760,112
		62.3%	66.2%	65.5%	66.8%	56.4%	64.2%	64.1%	58.2%	57.1%		62.1%
211 TITLE I		899,362	102,794	103,025	101,739	101,178	130,223	81,980	120,876	115,562	-	857,378
224 IDEA-B FORMULA		223,721	20,150	18,729	18,729	18,924	19,042	13,201	19,613	19,701	-	148,089
255 TITLE II A TEACHER/PRINCIPAL T		106,159	19,533	19,533	19,533	19,729	19,855	14,324	13,441	18,242	-	144,191
263 TITLE III, PART A		202,414	18,386	18,160	18,160	18,166	17,907	11,921	18,171	16,990	-	137,861
289 FEDERALLY FUNDED SPEC REV FUND		43,836	6,702	7,546	4,602	4,602	4,680	3,970	4,618	4,537	-	41,258
2xx	Federal Funds	1,475,492	167,566	166,993	162,764	162,600	191,708	125,395	176,720	175,032	-	1,328,777
		-	-	-	-	-	-	-	-	-	-	-
240 NSLP		671,140	58,722	60,864	61,298	62,035	64,367	65,996	61,166	61,369	-	495,816
420 GENERAL		24,668,378	2,246,958	2,257,418	2,363,441	2,220,505	2,227,095	2,264,989	2,182,520	2,172,593	-	17,935,518
61--	Payroll Costs	26,815,010	2,473,245	2,485,275	2,587,504	2,445,139	2,483,169	2,456,380	2,420,405	2,408,994	-	19,760,112
		62.2%	66.2%	65.5%	66.8%	56.4%	64.2%	64.1%	58.2%	57.1%		62.1%

TRINITY BASIN PREPARATORY

UNAUDITED

BALANCE SHEET

		SEE AUDIT									
Assets		B. Balance	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021
Current assets:											
Cash and cash equivalents	\$	14,101,757	\$ 12,257,936	\$ 12,821,973	\$ 13,651,083	\$ 15,987,418	\$ 9,568,205	\$ 9,620,141	\$ 10,696,721	\$ 10,682,955	
Restricted Cash		12,593,490	11,392,825	10,775,568	10,775,568	8,652,816	7,765,051	6,197,947	5,261,654	2,888,805	
Due from Texas Education Agency		3,568,922	3,682,467	3,150,048	2,667,768	2,534,184	2,682,102	2,850,659	2,695,178	2,929,618	
Prepaid expense		130,264	105,659	81,054	56,449	31,844	7,239	667,606	294,355	265,644	
Total current assets	\$	30,394,434	\$ 27,438,887	\$ 26,828,643	\$ 27,150,868	\$ 27,206,261	\$ 20,022,597	\$ 19,336,354	\$ 18,947,908	\$ 16,767,022	-
Non-current assets:											
Deposits		10,340	10,340	10,340	16,355	16,355	16,355	16,355	16,355	16,355	
Property and equipment, net		75,284,621	76,357,264	76,991,605	77,244,158	78,125,030	78,986,654	80,421,704	81,595,792	84,391,263	
Loan Receivable - NMTC		6,068,097	6,098,097	6,128,097	5,798,097	5,828,097	5,858,097	5,888,097	5,918,097	5,948,097	
Total non-current assets		81,363,057	82,465,701	83,130,041	83,058,610	83,969,482	84,861,106	86,326,156	87,530,244	90,355,715	-
Total assets	\$	111,757,491	\$ 109,904,588	\$ 109,958,684	\$ 110,209,478	\$ 111,175,743	\$ 104,883,703	\$ 105,662,510	\$ 106,478,152	\$ 107,122,737	\$ -
Liabilities and Net Assets											
Current Liabilities:											
Accounts payable		2,986,086	1,086,270	1,042,229	1,026,598	1,508,131	558,675	1,039,728	1,170,254	1,335,199	
Accrued wages		2,902,500	2,912,500	2,922,500	2,927,332	2,939,631	2,952,500	2,962,500	2,972,500	2,982,500	
Accrued expenses		501,754	561,088	557,588	561,088	564,588	568,088	571,588	575,088	578,588	
Current mat. LCB bank loans		-	-	-	-	-	-	-	-	-	
Current mat. of capital leases		-	-	-	-	-	-	-	-	-	
Total current liabilities		6,390,340	4,559,858	4,522,317	4,515,018	5,012,351	4,079,263	4,573,816	4,717,842	4,896,287	-
Long-term debt:											
Deferred rent		140,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	
Capital leases, net of current mat.		-	-	-	-	-	-	-	-	-	
LTD - LCB bank revolver		5,600,000	5,600,000	5,600,000	5,600,000	5,600,000	-	-	-	-	
LTD - LCB / PPP loan		4,630,075	4,630,075	4,630,075	4,630,075	4,630,075	4,630,075	4,630,075	4,630,075	4,630,075	
LTD - PNC bank loans		-	-	-	-	-	-	-	-	-	
LTD - NMTC Capital One		7,971,797	7,972,946	7,974,094	7,975,243	7,976,391	7,977,540	7,978,688	7,979,837	7,980,985	
LTD - 2014 bonds, net of issue costs		26,075,595	26,076,887	26,073,219	26,069,551	26,010,883	25,993,470	25,976,057	25,958,643	25,941,230	
LTD - 2020 bonds, net of issue costs		40,668,505	40,348,284	40,315,067	40,281,851	40,198,174	40,122,958	40,047,741	39,972,525	39,897,308	
Total long-term liabilities		85,085,972	84,748,191	84,712,455	84,676,719	84,535,523	78,844,042	78,752,561	78,661,080	78,569,599	-
Total liabilities		91,476,313	89,308,049	89,234,773	89,191,737	89,547,874	82,923,305	83,326,377	83,378,922	83,465,886	-
Total net assets		20,281,178	20,596,539	20,723,912	21,017,740	21,627,869	21,960,398	22,336,132	23,099,230	23,656,851	
Total liabilities and net surplus	\$	111,757,491	\$ 109,904,588	\$ 109,958,684	\$ 110,209,478	\$ 111,175,743	\$ 104,883,703	\$ 105,662,510	\$ 106,478,152	\$ 107,122,737	\$ -

TRINITY BASIN PREPARATORY

UNAUDITED

CASH FLOWS

	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	YTD 2020
Cash flows from operating activities:										
Increase in net assets	\$ 315,360	\$ 127,373	\$ 293,828	\$ 610,129	\$ 332,529	\$ 375,734	\$ 763,097	\$ 557,621		\$ 3,375,673
Adjustments to reconcile net asset changes:										
Depreciation	96,013	142,787	151,172	454,893	249,727	251,735	252,426	254,584	-	1,853,336
Amortization of debt issuance costs	8,658	8,658	8,658	8,658	8,658	8,658	8,658	8,658		69,268
Amortization of bond premium	(44,394)	(44,394)	(44,394)	(44,394)	(44,394)	(44,394)	(44,394)	(44,394)		(355,156)
Changes in operating assets and liabilities:										-
Due from Texas Education Agency	(113,545)	532,420	482,280	133,584	(147,918)	(168,557)	155,482	(234,441)		639,304
Loan Receivable (Capital One)	(30,000)	(30,000)	330,000	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)		120,000
Prepaid expense	24,605	24,605	24,605	24,605	24,605	(660,367)	373,251	28,712		(135,380)
Deposits	-	-	(6,015)	-	-	-	-	-		(6,015)
Accounts payable and accruals	(1,830,482)	(37,541)	(7,299)	497,333	(933,088)	494,553	144,026	178,445		(1,494,054)
Deferred rent	(20,000)	-	-	-	-	-	-	-		(20,000)
Net cash provided by operating activities	(1,593,784)	723,908	1,232,835	1,654,807	(539,881)	227,362	1,622,546	719,185		4,046,976
Change in restricted cash	1,200,665	617,257	-	2,122,752	887,765	1,567,104	936,293	2,372,850		9,704,686
Cash flows from investing activities:										
Equipment & capital improvements	32,008	(159,871)	(403,725)	786,988	(223,586)	(119,681)	(490,221)	(677,205)		(1,255,293)
Panola Phase III	(1,200,665)	(617,257)	-	(2,122,752)	(887,765)	(1,567,104)	(936,293)	(2,372,850)		(9,704,686)
BOLT / Pafford Project										-
Net cash used in investing activities	(1,168,657)	(777,127)	(403,725)	(1,335,765)	(1,111,351)	(1,686,785)	(1,426,513)	(3,050,055)		(10,959,979)
Cash flows from financing activities:										
Principal increase (payment) on PNC loan	-	-	-	-	(5,600,000)	-	-	-		(5,600,000)
Principal increase (payment) on LCB loan	-									-
Current mat. of LTD - 2014 Bonds	(282,045)	(0)	(0)	(105,460)	(55,745)	(55,745)	(55,745)	(55,745)		(610,485)
Change in NMTC Loan										
Other Federal Loans	-									-
Net cash provided (used) by financing	(282,045)	(0)	(0)	(105,460)	(5,655,745)	(55,745)	(55,745)	(55,745)		(6,210,485)
Net increase (decrease) in cash	(1,843,821)	564,037	829,109	2,336,335	(6,419,212)	51,935	1,076,580	(13,766)		(3,418,802)
Beginning cash and cash equivalents	14,101,757	12,257,936	12,821,973	13,651,083	15,987,418	9,568,205	9,620,141	10,696,721		14,101,757
End of period cash and cash equivalents	12,257,936	12,821,973	13,651,083	15,987,418	9,568,205	9,620,141	10,696,721	10,682,955		9,568,205

B.

**Enrollment
Report**

Trinity Basin Preparatory
Enrollment 2020-2021

Enrollment as of 5/13/2021

Ewing		
<u>Grade</u>	<u>Enrollment</u>	<u>Enrollment Cap</u>
PK3	26	40
PK4	65	80
K	82	88
1st	84	88
2nd	77	88
3rd	86	88
4th	80	88
Total	500	560

<u>Date</u>	<u>Enrollment</u>	<u>Enrollment Cap</u>
8/21/2020	3983	4902
9/16/2020	4193	4902
10/14/2020	4210	4902
11/11/2020	4219	4902
12/10/2020	4202	4902
1/20/2021	4173	4902
2/25/2021	4162	4902
3/25/2021	4127	4902
4/15/2021	4127	4902
5/13/2021	4104	4902

10th Street		
<u>Grade</u>	<u>Enrollment</u>	<u>Enrollment Cap</u>
PK3	25	40
PK4	76	100
Kinder	97	110
1st	101	110
2nd	83	110
3rd	89	110
4th	86	110
Total	557	690

Pafford		
<u>Grade</u>	<u>Enrollment</u>	<u>Enrollment Cap</u>
PK3	43	40
PK4	89	80
K	90	88
1st	85	88
2nd	88	88
3rd	86	88
4th	87	88
5th	96	96
6th	98	96
7th	96	96
8th	85	96
Total	943	944

Jefferson		
<u>Grade</u>	<u>Enrollment</u>	<u>Enrollment Cap</u>
5th	162	216
6th	202	216
7th	192	216
8th	169	216
Total	725	864

Panola		
<u>Grade</u>	<u>Enrollment</u>	<u>Enrollment Cap</u>
PK3	49	80
PK4	82	80
K	81	88
1st	67	88
2nd	74	88
3rd	81	88
4th	52	44
5th	52	48
6th	72	96
7th	47	48
8th	37	48
Total	694	796

Ledbetter		
<u>Grade</u>	<u>Enrollment</u>	<u>Enrollment Cap</u>
PK3	34	80
PK4	72	80
Kinder	81	88
1st	38	44
2nd	41	44
3rd	38	44
4th	26	44
5th	30	48
6th	33	96
7th	31	48
8th	34	48
Total	458	664

Mesquite		
<u>Grade</u>	<u>Enrollment</u>	<u>Enrollment Cap</u>
PK3	42	80
PK4	42	80
K	37	44
1st	25	44
2nd	21	44
3rd	23	44
6th	37	48
Total	227	384

2021-2022 Enrollment

Campus	Expected Re-Enrollment	New Students: Offered/Accepted	Total Students Expected
Ewing	387	146	533
10th Street	442	127	569
Jefferson	682	65	747
Ledbetter	391	167	558
Pafford	848	152	1000
Panola	620	211	831
Mesquite	228	211	439
District Total	3598	1079	4677

Current Enrollment Cap 2021-2022	Actual Enrollment Cap 2021-2022
612	560
754	690
944	864
824	756
1006	944
1069	984
620	568
5829	5366

New Students: Waitlist	New Students: Application In Process
0	0
0	0
0	0
0	0
214	0
49	0
2	0
265	0

KEY:

Re-Enrollment - 20-21 students who are expected to return

New: Offered/Accepted - New students who have been offered a seat

Total Students Expected - total of previous 2 columns

Current Enrollment Cap - includes max students plus overage that are admitted

Actual Enrollment Cap - max students for grade level

New: Waitlist - New students who are on the waitlist

New: Apps in Process - New applications that have not been moved to waitlist or offered seat

Ewing Campus	Re-Enrollment Packets Received	New Students: Offered/Accepted	Total Students Expected
PK3	0	30	30
PK4	24	61	85
Kinder	59	29	88
1st	76	8	84
2nd	80	6	86
3rd	69	8	77
4th	79	4	83
Totals	387	146	533

Current Enrollment Cap 2021-2022	Actual Enrollment Cap 2021-2022
44	40
88	80
96	88
96	88
96	88
96	88
96	88
96	88
612	560

New Students: Waitlist	New Students: Application In Process
0	0
0	0
0	0
0	0
0	0
0	0
0	0
0	0
0	0

10th Street Campus	Re-Enrollment Packets Received	New Students: Offered/Accepted	Total Students Expected
PK3	0	32	32
PK4	20	53	73
Kinder	65	20	85
1st	92	11	103
2nd	100	5	105
3rd	80	4	84
4th	85	2	87
Totals	442	127	569

Current Enrollment Cap 2021-2022	Actual Enrollment Cap 2021-2022
44	40
110	100
120	110
120	110
120	110
120	110
120	110
120	110
754	690

New Students: Waitlist	New Students: Application In Process
0	0
0	0
0	0
0	0
0	0
0	0
0	0
0	0
0	0

2021-2022 Enrollment

Jefferson Campus	Re-Enrollment Packets Received	New Students: Offered/ Accepted	Total Students Expected
5th	155	6	161
6th	147	41	188
7th	192	10	202
8th	188	8	196
Totals	682	65	747

Current Enrollment Cap 2021-2022	Actual Enrollment Cap 2021-2022
236	216
236	216
236	216
236	216
944	864

New Students: Waitlist	New Students: Application In Process
0	0
0	0
0	0
0	0
0	0

Ledbetter Campus	Re-Enrollment Packets Received	New Students: Offered/ Accepted	Total Students Expected
PK3	0	42	42
PK4	31	44	75
Kinder	67	20	87
1st	79	10	89
2nd	37	6	43
3rd	40	7	47
4th	33	8	41
5th	23	10	33
6th	25	14	39
7th	29	3	32
8th	27	3	30
Total	391	167	558

Current Enrollment Cap 2021-2022	Actual Enrollment Cap 2021-2022
88	80
88	80
96	88
96	88
48	44
48	44
48	44
52	48
104	96
104	96
52	48
824	756

New Students: Waitlist	New Students: Application In Process
0	0
0	0
0	0
0	0
0	0
0	0
0	0
0	0
0	0
0	0
0	0
0	0

Pafford Campus	Re-Enrollment Packets Received	New Students: Offered/ Accepted	Total Students Expected
PK3	0	40	40
PK4	43	42	85
Kinder	85	11	96
1st	89	4	93
2nd	85	8	93
3rd	85	8	93
4th	85	8	93
5th	86	9	95
6th	92	12	104
7th	100	4	104
8th	98	6	104
Totals	848	152	1000

Current Enrollment Cap 2021-2022	Actual Enrollment Cap 2021-2022
40	40
85	80
96	88
93	88
93	88
93	88
93	88
101	96
104	96
104	96
104	96
1006	944

New Students: Waitlist	New Students: Application In Process
37	0
70	0
42	0
19	0
20	0
12	0
3	0
0	0
9	0
2	0
0	0
214	0

2021-2022 Enrollment

Panola Campus	Re-Enrollment Packets Received	New Students: Offered/ Accepted	Total Students Expected
PK3	0	57	57
PK4	38	47	85
Kinder	77	19	96
1st	79	15	94
2nd	65	14	79
3rd	71	12	83
4th	75	9	84
5th	53	11	64
6th	53	18	71
7th	64	6	70
8th	45	3	48
Totals	620	211	831

Current Enrollment Cap 2021-2022	Actual Enrollment Cap 2021-2022
88	80
85	80
96	88
96	88
96	88
96	88
96	88
104	96
104	96
104	96
104	96
1069	984

New Students: Waitlist	New Students: Application In Process
0	0
37	0
12	0
0	0
0	0
0	0
0	0
0	0
0	0
0	0
0	0
49	0

Mesquite Campus	Re-Enrollment Packets Received	New Students: Offered/ Accepted	Total Students Expected
PK3	0	45	45
PK4	42	46	88
Kinder	41	33	74
1st	35	13	48
2nd	27	11	38
3rd	22	4	26
4th	25	16	41
5th	X	X	X
6th	2	36	38
7th	34	7	41
Totals	228	211	439

Current Enrollment Cap 2021-2022	Actual Enrollment Cap 2021-2022
88	80
88	80
96	88
48	44
48	44
48	44
48	44
48	44
X	X
104	96
52	48
620	568

New Students: Waitlist	New Students: Application In Process
0	0
1	0
0	0
1	0
0	0
0	0
0	0
0	0
X	X
0	0
0	0
2	0

*Mesquite 6th grade re-enrollees are transfer students from a Dallas campus

C.
Academic
Report

D.

**Operations
and Expansion
Report**



Observation Report

Type: ☐ Pre-Install ☒ Weekly ☐ Random ☐ Monthly ☐ Other ☐ Owner Request ☐ Warranty 11 or 23

Date: May 03, 2021 Time (arrived): 11:05a (departed): 13:00p (total hours): 2.0 Hr(s)

Project: Fort Worth ISD – Trinity Basin Prep

Project No.: 2063

General Contractor: Butler Cohen

Substantial Completion Date: September 02, 2021

Weather Conditions: ☒ Sunny ☐ Cloudy ☒ Windy ☐ Rain ☐ Drizzle Temperature: 84°F

TRADES ON PROJECT	TRADES ON PROJECT
01 <input checked="" type="checkbox"/> Talked to on site – Steve, Cole, Josh - BC	17 <input type="checkbox"/> Low Voltage/Cameras -
02 <input type="checkbox"/> Site Work –	18 <input type="checkbox"/> Stand Pipe Sprinkler System –
03 <input checked="" type="checkbox"/> Site Paving – Cheyenne	19 <input checked="" type="checkbox"/> Ceramic Tile –
04 <input type="checkbox"/> Structural Steel – Blakeman	20 <input type="checkbox"/> HM Frames –
05 <input checked="" type="checkbox"/> Masonry/Stucco –	21 <input checked="" type="checkbox"/> Roofing –
06 <input checked="" type="checkbox"/> Waterproofing –	22 <input type="checkbox"/> Fire Alarm –
07 <input type="checkbox"/> Fire Insulation -	23 <input checked="" type="checkbox"/> Flooring -
08 <input type="checkbox"/> Glazing –	24 <input type="checkbox"/> RTU -
09 <input checked="" type="checkbox"/> Drywall –	25 <input type="checkbox"/> Concrete – Tarrant - Concrete; Cheyenne - Labor
10 <input checked="" type="checkbox"/> Plaster/Lathe –	Type: Sidewalk
11 <input type="checkbox"/> Acoustical –	Yards: +/-
12 <input type="checkbox"/> Underground Utilities -	Testing Lab: <input type="checkbox"/> Present <input type="checkbox"/> Not Present
13 <input checked="" type="checkbox"/> Painting –	Name of Testing Lab: CMJ
14 <input checked="" type="checkbox"/> Mechanical – Dynamic Systems	CONTACTS:
15 <input checked="" type="checkbox"/> Electrical –	Program Manager –
16 <input checked="" type="checkbox"/> Plumbing – JCH	Project Engineer

Submitted By: David Briggs, PBK

Attachments: Images



▲
TRUE NORTH

Portable
Classrooms

Main Campus Bldg.

General Notes:

- 1) Recent rain on site: 05/01,05/03.
- 2) Tilt wall panel colors reviewed PBK (David B) approved 05/03.
- 3) Discussed tilt wall panel paint prep with GC.

Current Activity:

Portables – completed.

Site - North (Panola) and West (Griggs) sidewalk forms wrecked.

Main Bldg –

Roof – Parapet cap and through wall scuppers installed bldgs. A (W side) ,B (W and N sides) and E.
Bldgs C, D and E side A waiting stucco.

1. Area E – Exterior currently minimal work. Some panel grinding/paint prep ongoing.
Plumbing at riser room ongoing.
Steel HVAC ductwork ongoing.
Restroom drywall ready for tape/bed.
 2. Area D – Waterproofing complete S wall.
N wall lathe ongoing – near complete.
E and S wall insulation completed.
Pulling wire main electrical ongoing.
Corridor and classroom floor polishing ongoing. (unable to walk corridors/classrooms)
 3. Area C – West wall stucco painted.
N, S and E walls lathe ongoing – near complete.
Corridor and classroom floor polish ongoing. (unable to walk corridors/classrooms)
- Area B – W, N, E and S walls exterior stucco painted.
Kitchen overhead electrical ongoing.
Kitchen floor drains installed.
Serving line floor drains installed.
Cafeteria overhead ongoing.
Ceiling grids completed.
Cafeteria FRP wainscot near complete.
Cafeteria drywall primer in progress.
Restrooms ready for primer.
4. Area A – W stucco wall painted. E wall lathe ongoing.
Hallway ceiling grid installed.
FRP wainscot in progress.
Restrooms and most all rooms ready for primer.

Scheduled Activity:

1. Set canopy columns week of 04/26 – weather permitting.

Deficiencies:

1. *Portables parking lot at designated path slope not ADA compliant. (correction due no later than 06/22/2021)*
2. *South wall of "D" waterproofing complete.*
3. Corridors FRP wainscot has multiple areas with "bubbling" (discussed with GC – to be addressed)

Items of Note:




1. Abatement Date: 04/13/2020
2. Demolition Permit Date: 05/11/2020.
3. Grading Permit Date: 07/25/2020.
4. Pad Start Date: 08/04/2020.
5. Bldg. Permit Issued: 08/10/2020.
6. Bldg pad passed inspection 08/28.
7. *Students occupying portable 4ldgs.. 09/08/2020.*
8. TDLR compliance walk 09/22/2020.
9. All piers complete week of 09/28/2020.
10. Area E grade beams poured 10/07/2020.
11. Area D grade beams poured 10/14/2020.
12. Area C grade beams poured week of 10/21/2020.
13. Area D grade beams poured week of 11/02/2020.
14. Area E shelter slab on grade poured 11/04/2020.
15. All grade beams complete week of 11/09/2020.
16. All tilt wall panels (outside/insulation) poured 11/20/2020.
17. All tilt wall panels (inside) poured 12/05/2020.
18. Areas D & C slabs poured 12/09/2020.
19. Area E all storm shelter panels standing 12/17/2020 with exception of (1) re-pour panel.
20. Area E tilt wall panel re-poured 12/22/2020. 3 day break 2700 psi. Waiting 7 day break.
21. All storm shelter wall panels standing week of 12/28/2020.
22. Areas B/A slab poured 12/23/2020.
23. Storm shelter lightweight roof deck poured 01/28/2021.
24. West parking lot/drive pour completed 04/15/2021.

Avg slump: ____, Air: __%, Concrete temp: ____ degrees, Ambient temp: ____ degrees
Concrete Supplier: Tarrant
Concrete Labor: GRECO



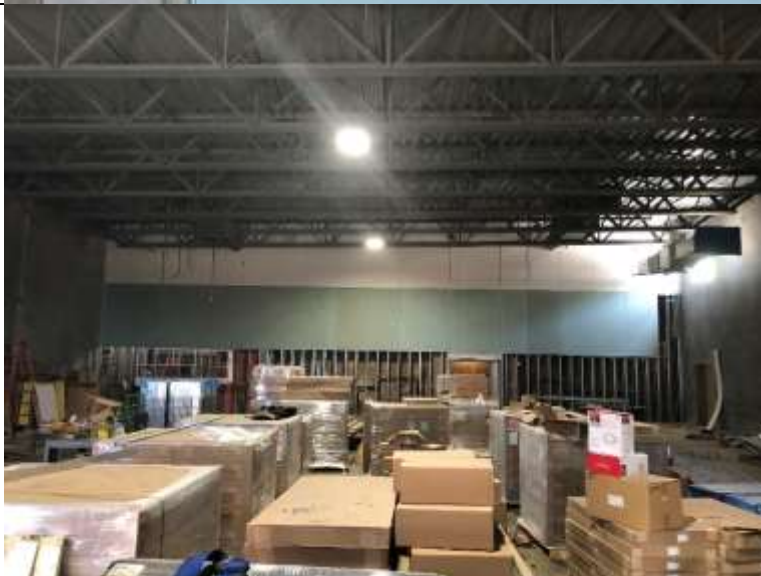
Date	Item #	Images	
05/03/2021	1		<p>Overall W elevation areas B,A,E (L-R) W parking in foreground.</p>
05/03/2021	1.1		<p>Shelter - SW elevation.</p>




05/03/2021	1.2		Shelter - NW elevation.
05/03/2021	1.3		Area A - West elevation.
05/03/2021	1.4		Area B – SW elevation.




05/03/2021	1.5		Area B – NW elevation.
05/03/2021	1.6		Area C/B – North elevation. Lathe ongoing.
05/03/2021	1.7		Area C – South elevation. Lathe ongoing.


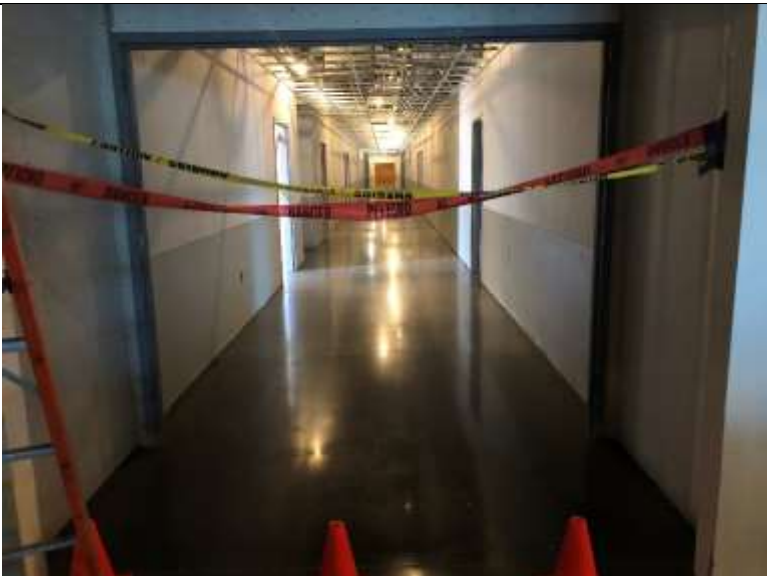
05/03/2021	1.8			Courtyard Area C S elevation. Lathe ongoing.
05/03/2021	1.9			Courtyard Area A S elevation. Lathe ongoing.
05/03/2021	1.10			Courtyard Area A S elevation. Lathe ongoing.



05/03/2021	1.11			Courtyard Area D N elevation. Lathe ongoing.
05/03/2021	1.12			Area D E elevation.
05/03/2021	1.13			Area D S elevation.




05/03/2021	1.14		Overall E elevation. Bldgs D,A,C
05/03/2021	2		Shelter – Roof hatch and ladder installed.
05/03/2021	2.1		Shelter – Interior insulation and drywall in progress. Viewed S-N.




05/03/2021	2.2		Shelter – Steel duct louwer in progress.
05/03/2021	2.3		Shelter – Tilt wall panel grind'g/paint prep in progress.
05/03/2021	2.4		Shelter – Riser room plumbing ongoing.




05/03/2021	2.5			<p>Shelter – Girls Restroom Walls ready for tape/bed.</p>
05/03/2021	2.6			<p>Shelter – Boys Restroom Walls ready for tape/bed.</p>
05/03/2021	3			<p>Area D – main electrical.</p>




05/03/2021	3.1		Area D – corridor viewed W-E. Floor polishing ongoing.
05/03/2021	3.2	No pics due to floor polishing	Area D – Typ classroom progress.
05/03/2021	4		Area C – corridor viewed W-E. Floor polishing ongoing.

05/03/2021	4.1	No pics due to floor polishing	Area C – typ classroom progress.
05/03/2021	5		Area B – Kitchen progress.
05/03/2021	5.1		Area B - Kitchen floor drains installed.

05/03/2021	5.2			Area B – Serving line floor drains installed.
05/03/2021	5.3			Area B – cafeteria progress. Viewed W-E Note FRP wainscot.
05/03/2021	5.4			Area B – cafeteria progress. Viewed E-W Note FRP wainscot.

05/03/2021	5.5		Area A restrooms.
05/03/2021	5.6		Area A restrooms.
05/03/2021	6		Area B/A – E-W hallway progress.

05/03/2021	6.1			Area A – Admin restroom progress.
05/03/2021	6.2			Area A – Admin progress.
05/03/2021	6.3			Area A – Admin interior progress.

05/03/2021	6.4		Area A – Admin interior progress.
05/03/2021	6.5		Area A – Admin progress.
05/03/2021	7		Panola/ Griggs sidewalks.

05/03/2021	8				Mock-up.
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Copies To: Sean Butler, Butler Cohen
 Josh Contreras, Butler Cohen
 Ches Bromley, Butler Cohen
 Steve.Lindley, Butler Cohen
 Eric Cohen, Butler Cohen
 Randy Shaffer, Trinity Basin
 Buddy Bates, Trinity Basin
 Todd Spore, PBK
 Lee Osborne, PBK
 Prachi Barve, PBK

File: 2063/Arch

E.

**Development
Report**

F.

**Campus
Report**

G.
2021-2022
Student Dress
Code

Trinity Basin Preparatory
2021-2022 Student Dress Code

The intent of Trinity Basin Preparatory's dress code is to prevent distractions in the educational environment so that students and staff may focus on academics. The expectation is that uniforms are clean, neat, and the right size. All accessories should be understated. Uniforms may contain a TBP logo embroidered on a uniform piece by an approved TBP vendor. Each campus office has information on where school uniforms may be purchased.

Exceptions to the dress code for an individual student may only be granted by the Superintendent for a medical reason, a religious, cultural or deeply held philosophical belief, or any other basis protected by law. Campus- or district-wide exceptions to the dress code must be limited and approved in advance by the Chief Academic Officer.

Neutral color is defined as white, black, brown, tan, navy, and grey.

DRESS CODE FOR GIRLS

- Blue plaid skirt – no shorter than 2 inches above the knee
 - Jumpers and skorts are permissible for Pre-K3 – 4th grade students
 - Charcoal or navy blue straight leg pants (French Toast, Dickies with **no tag**, US Polo Association, or Lee); no Cargo or Carpenter pants
 - Navy blue or black knee socks or navy blue tights
 - Both knees socks and tights cannot be worn at the same time
 - Black *dress* shoes with heels no more than one inch high; shoes must have black soles
 - Blue blouse with round collar – **OR** – blue oxford button-down dress shirt. A white, short-sleeve undershirt must be worn under the uniform shirt. Shirts should be long enough to remain tucked in when sitting or bending over and should remain tucked in at all times except during P.E. and recess.
 - Neutral colored shorts must be worn under skirts
 - Blue plaid criss-cross tie
 - If wearing pants, black *dress* belt with standard prong (except for PK)
- Optional:
- Solid navy blue zip or button cardigan sweater or sweater vest
 - Official TBP navy or grey fleece zip jacket with logo
 - Solid navy blue blazer or sport jacket
 - Jewelry
 - Hair bows or accessories should be the uniform plaid, navy blue, white or yellow
 - Hair beads and threads may be worn by students in 4th grade and below; they may be navy blue or white and must be a discreet amount so as to not distract
 - Neutral-colored ponytail holders are acceptable.
 - 1 watch with silver, gold or neutral band
 - 1 pair pierced earrings - solid stud type (gold, silver, or gemstone - no larger than ●) to be worn only in ear lobes
 - 1 small ring per hand
 - Necklaces must be tucked inside shirt

DRESS CODE FOR BOYS

- Charcoal or navy blue straight leg pants (French Toast, Dickies with **no tag**, US Polo Association, or Lee); no Cargo or Carpenter pants
 - Blue oxford dress shirt with button down collar. A white, short-sleeve undershirt must be worn under the uniform shirt. Shirt should be long enough to remain tucked in when sitting or bending over and should remain tucked in at all times except during P.E. and recess
 - Blue plaid 4-in-hand tie
 - Black *dress* belt with standard prong (except for PK)
 - Black or navy blue crew length dress socks
 - Black dress shoes with a black rubber sole
- Optional:
- Solid navy blue zip or button cardigan sweater or sweater vest
 - Official TBP navy or grey fleece zip jacket with logo
 - Solid navy blue blazer or sport jacket
 - Jewelry
 - 1 small ring per hand
 - 1 watch with silver, gold or neutral band
 - Necklaces must be tucked inside the shirt

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Cold Weather Accommodations (allowable at Principal's discretion)

- School or solid navy blue sweatshirts may be worn over school uniform; if the sweatshirt has a hood, the hood may not be worn on the student's head while in the classroom or the school building

Notes:

- PK students are not required to wear belts
- Boots, chukkas, athletic shoes, boat shoes, Toms, Vans, Converse and Keds are **not** considered dress shoes for boys or girls

NOT ACCEPTABLE FOR DRESS CODE

- Sagging or low-rise pants
- Undergarments should not be visible
- No visible tattoos
- No excessive make-up
- Visible colors or lettering on undershirts; undershirts other than white
- Body piercing; earrings on boys
- Bandanas or anything worn across the forehead
- Nail polish or artificial fingernails
- Athletic shoes (except during P.E. and recess)
- Large or distracting belt buckles
- Bracelets of any kind
- Head coverings of any kind
- Jewels, or other hair jewelry
- Altered hair color (including highlights); distracting hairstyles including but not limited to faux hawks, designs shaved in hair, excessive spikes, etc.; distracting or large hair accessories are also not acceptable
- Uniform pieces that are too small, dirty or torn
- No modifications or alterations can be made to any part of the uniform, including, but not limited to, monograms, embroidery, symbols, except for approved embroidering of the TBP logo
- Beards, mustaches, or goatees

SPIRIT DAY DRESS CODE

Fridays are designated as Spirit Days. On Spirit Days, students may choose from one of the following three options.

Option 1 Students may wear their full uniform and follow the regular dress code

Option 2 Students may wear a Titans t-shirt, House shirt, or uniform shirt and tie with blue jeans

- Blue jeans must be solid, dark blue, may not be too tight or too small, and may not be baggy. Blue jeans must not have embellishments, embroidery, or holes. Blue jeans must touch the top of the shoes.
- Students may wear tennis shoes or the uniform dress shoes; tennis shoes must be mostly black, white or grey (including the sole) with black or white laces; tennis shoes may not have characters on them such as Dora or Spider Man or light up. No boots, chukkas, or boat shoes may be worn.
- Students must wear a solid black belt with their jeans (except for PK students)
- The Titans t-shirt, House shirt, or uniform shirt must be tucked in to their jeans
- A solid white, navy, or grey long sleeve t-shirt may be worn under the Titans t-shirt
- Only solid navy blue, black or white socks may be worn; socks may be crew or ankle

Option 3 Girls may wear a Titans t-shirt tucked in to their uniform skirt or pants. Boys may wear a Titans t-shirt tucked in to their uniform pants

- Must wear uniform socks and shoes
- Boys must wear a black belt and girls must wear a black belt if wearing uniform pants (except for PK students)
- Are not required to wear a tie

For boys and girls, a solid white, navy, or grey long sleeve t-shirt may be worn under the Titans t-shirt.

Students must follow the regular dress code regarding accessories and prohibited items regardless of the option chosen.

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COLLEGE DAY DRESS CODE

The Chief Academic Officer designates the 2nd Wednesday of every month as a College Day. On College Days, students may choose from one of the following three options.

- Option 1 Students may wear their full uniform and follow the regular dress code
- Option 2 Students may wear a shirt from any college, any approved Titan spirit shirt or uniform shirt and tie with blue jeans.
- If choosing to wear a jersey with no sleeves, a long- or short-sleeved t-shirt must be worn underneath.
 - Blue jeans must be solid blue with no holes or colored thread, may not be too tight or too small, and may not be baggy
 - Students may wear tennis shoes or the uniform dress shoes; tennis shoes must be mostly black, white or grey (including the sole) with black or white laces; tennis shoes may not have characters on them such as Dora or Spider Man or light up. No boots, chukkas, or boat shoes may be worn.
 - Students must wear a solid black belt with their jeans
 - The college or Titans t-shirt or uniform shirt must be tucked in to their jeans
 - Only solid navy blue, black or white socks may be worn; socks may be crew or ankle
- Option 3 Girls may wear a shirt from any college or any approved Titan spirit shirt tucked in to their uniform skirt or pants. Boys may wear a shirt from any college or any approved Titans spirit shirt tucked in to their uniform pants.
- Must wear uniform socks and shoes
 - Boys must wear a black belt and girls must wear a black belt if wearing uniform pants (except for PK students)
 - Are not required to wear a tie

For boys and girls, a solid white, navy, or grey long sleeve t-shirt may be worn under the college shirt or Titan spirit shirt. If choosing to wear a jersey with no sleeves, a long- or short-sleeved t-shirt must be worn underneath.

Students must follow the regular dress code regarding accessories and prohibited items regardless of the option chosen.

~~~~~

The administration of Trinity Basin Preparatory reserves the right to interpret these policies during the school year, as amended by the Board.

\_\_\_\_\_  
Printed Student Name

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Parent's Signature

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**H.**  
**2021-2022**  
**Student Code**  
**of Conduct**

# Trinity Basin Preparatory

## 2021-2022 Student Code of Conduct

### Purpose

The Student Code of Conduct is the school's response to the requirements of Chapter 37 of the Texas Education Code. This Code provides methods and options for managing students in the classroom and on school grounds, for teaching students proper conduct, and for preventing and intervening in student discipline problems.

Texas law requires a school to define misconduct that may – or must – result in a range of specific disciplinary consequences, including removal from a regular classroom, suspension, or expulsion from school. In accordance with state law, the Trinity Basin Preparatory Student Code of Conduct will be posted at the school campus and will be available for review at the office of the campus principal. A copy will also be posted on the school's website. Students new to TBP who attend new student orientation will receive additional guidance on the disciplinary expectations of the District. Parents will be notified of any conduct violation that may result in a student being suspended or expelled.

### Campus Authority and Jurisdiction

The school has disciplinary authority over a student:

1. during the regular school day and while on any school transportation (field trips, etc.).
2. while the student is in attendance at any school-related activity, regardless of time or location.
3. for any school-related misconduct, regardless of time or location.
4. when retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location.
5. when criminal mischief is committed on or off school property or at a school-related event.
6. for certain offenses committed while on school property or while attending a school-sponsored or school-related activity of another district in Texas.
7. when the student commits a felony, as provided by Texas Education Code §§37.006 or 37.0081.
8. for certain offenses committed off of school property that result in a true threat of a material and substantial disruption of school, or even a reasonable forecast of such.

### Standards for Student Conduct

All students at Trinity Basin Preparatory are expected to:

1. demonstrate courtesy, even when others do not.
2. behave in a responsible manner, always exercising self-discipline.
3. attend all classes, regularly and on time, and be physically and mentally ready to learn.
4. prepare for each class, by taking appropriate materials, necessary supplies to aid in learning such as prescription glasses, and all assignments to class.

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5. obey campus and classroom rules.
6. respect the rights and privileges of students, teachers, and other staff and volunteers.
7. respect the property of others, including campus property and facilities.
8. cooperate with and assist the school staff in maintaining safety, order, and discipline.
9. adhere to the requirements of the Student Code of Conduct.

### **General Conduct Violations**

The school prohibits the following:

1. Disregard for Authority
  - Failing to comply with directives given by school personnel (insubordination).
  - Leaving school grounds or school-sponsored events without permission.
  - Disobeying rules for conduct on school transportation.
  - Refusing to accept discipline management techniques assigned by a teacher or principal.
2. Mistreatment of Others
  - Using profanity or vulgar language or making obscene gestures, orally or in writing.
  - Fighting or scuffling, including hitting, kicking, slapping, scratching, pushing or shoving, wrestling, pulling hair, or any other form of inappropriate physical contact, regardless of who started or initiated the fight or scuffle.
  - Threatening another student or school employee on or off school property.
  - Engaging in bullying, harassment, or making hit lists.
  - Engaging in conduct that constitutes sexual harassment or sexual abuse, whether by word, gesture or any other action, including requests for sexual favors directed toward another student or school employee.
  - Engaging in inappropriate or indecent exposure of private body parts.
  - Hazing and name calling.
  - Causing an individual to act through the use of or threat of force (coercion).
  - Committing or threatening to commit extortion or blackmail (obtaining money or an object of value from an unwilling person).
  - Engaging in inappropriate verbal, physical, or sexual conduct directed toward another student, school employee, or one's self.
  - False accusations or defamation of character levied against students and/or staff.
3. Property Offenses
  - Damaging or vandalizing property owned by others.
  - Defacing or damaging school property – including walls, doors, textbooks, furniture and other equipment – with graffiti or by other means.
  - Stealing from students, staff, or the school.
  - Committing or assisting in a robbery or theft even if it does not constitute a felony according to the Texas Penal Code.

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4. Possession of Prohibited Items

Possessing, using, or selling:

- fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device;
- a razor, box cutter, chain, or any other object used in a way that threatens or inflicts bodily injury to another person;
- a weapon or “look-alike” weapon;
- an air gun or BB gun;
- ammunition;
- a stun gun;
- any knife;
- mace or pepper spray;
- pornographic material;
- tobacco products, tobacco-related products, related paraphernalia, and delivery devices, including but not limited to, cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, nicotine, electronic smoking/vapor devices, “vapor pens,” non-prescribed inhalers, nicotine delivery devices or chemicals;
- matches or a lighter;
- a laser pointer; or
- any articles not generally considered to be weapons, including school supplies, when the principal or designee determines that a danger exists.

5. Possession of Telecommunication Devices

The school prohibits the unauthorized use of telecommunication devices and video or photographic devices at school during school hours, on field trips, and at school activities. Teachers and campus administrators may authorize students to display, turn on, and use telecommunication devices for educational purposes. In accordance with the law, telecommunication devices shall be defined as those that emit audible signals or vibrations, display messages, or otherwise summon or deliver a communication to the possessor. Such devices include, but shall not be limited to, cellular telephones, smart watches, MP3 players, and pagers. Telecommunication devices that are confiscated will be returned to the student’s parent or legal guardian for a \$15 fee. Devices confiscated a second time will be returned to the student’s parent or legal guardian after a parent conference and the payment of a \$15 fee. If a device is confiscated a third or subsequent time the offense will be considered repetitive behavior and the student will face disciplinary consequences including the payment of a \$15 fee for the return of the device and suspension.

6. Drugs and Alcohol

- Possessing, using, transmitting, distributing, or selling any illegal drugs, seeds, controlled substance, narcotic, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
- Possessing, using, distributing, or selling paraphernalia related to any prohibited substance.
- Possessing or distributing look-alike drugs or items attempted to be passed off as drugs or contraband.

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- Abusing the student's own prescription drug, giving a prescription drug to another student, or possessing or being under the influence of another person's prescription drug on school property or at a school-related event.
- Having or taking prescription drugs or over-the-counter drugs at school other than as provided by school policy.
- Possession, use, transmission, distribution, or being under the influence of alcohol or any alcoholic beverage.
- Abusive use of glue, aerosol can, liquid paper, or any other chemical substance for inhalation.
- Possession, use, transmission, distribution, or being under the influence of any other intoxicant, mood changing, mind-altering, or behavior altering drugs prohibited under the Texas Controlled Substance Act or Federal Drug Abuse Prevention Control Act.
- Being under the influence of drugs or alcohol such that the student's faculties are noticeably impaired, even if the student is not legally intoxicated.

7. Misuse of Computers and the Internet

- Violating computer use policies, the Internet Safety policy, rules, or agreements signed by the student and/or agreements signed by the student's parent, including those found in the Trinity Basin Preparatory Student Handbook.
- Using the Internet or other electronic communications, including Snapchat, Instagram, Twitter, Facebook, and other social media sites, to threaten students or employees or cause disruption to the educational program.
- Sending or posting electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal.
- Using e-mail or Web sites at school to encourage illegal behavior or threaten school safety.

8. Safety Transgressions

- Possessing published or electronic material that is designed to promote or encourage illegal behavior or that could threaten school safety.
- Engaging in verbal (oral or written) exchanges that threaten the safety of another student, a school employee, or school property.
- Threatening use of or possession of prohibited item.
- Terroristic threat.
- Making false accusations or perpetrating hoaxes regarding school safety.
- Making false 911 calls.
- Engaging in any conduct that school officials might reasonably believe will substantially disrupt the school environment or incite violence.
- Throwing objects that can cause bodily injury or property damage.
- Discharging a fire extinguisher or fire alarm without valid cause.

9. Miscellaneous Offenses

- Violating dress and grooming standards as communicated in the Student Dress Code.
- Attending class without materials needed to successfully learn such as

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prescription glasses.

- Academic dishonesty.
- Inappropriate physical contact (hugging, kissing, or any other conduct of a sexual or intimate nature).
- Falsifying records, passes, or other school-related documents.
- Engaging in actions or demonstrations that substantially disrupt or materially interfere with the classroom or school activities.
- Repeatedly violating specific rules or procedures of campus or classroom standards of conduct.
- Using headphones with phones, smart watches, personal stereos, CD players, or MP3 players during the school day.
- Unauthorized food, candy, gum, etc.
- Littering.
- Violation of classroom or campus rules.
- Gambling.
- Rough play (wrestling, etc.).
- Disrupting class.
- Throwing food in cafeteria.
- Unacceptable language.
- Attendance/tardy violations.

\*The school may impose campus or classroom rules in addition to those found in the Code of Conduct. Disregard for these rules will be considered a violation of the Student Code of Conduct and will be dealt with accordingly.

### Progressive Discipline

**At Trinity Basin Preparatory, discipline is defined as the systematic teaching and learning of appropriate, responsible behaviors. Our progressive discipline system is designed to protect the learning environment and to improve student conduct. Student misbehavior will be addressed through a series of corrective interventions, which will draw on the professional judgment of teachers and administrators and on a range of discipline management techniques. Corrective interventions will vary according to the specific student behavior, and will be informed by an evaluation of the student's age and grade level, the frequency of misbehavior, the student's attitude, the effect of the misconduct on the school environment, and statutory requirements.**

While all disciplinary matters are addressed on a case-by-case basis in conformity with the Progressive Discipline system outlined above, most behaviors are classified into four types: the most minor infractions being Type A through the most egregious being Type D. Corrective interventions will be individualized for each student based on the type of offense as well as the circumstances surrounding the specific offense. The Progressive Discipline System – Student Behavior and Corrective Interventions chart on page 6 provides an overview of the most common behavior infractions from Type A through Type D and **possible** corrective interventions for each.

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### Corrective Interventions

The following corrective interventions **may** be used – alone or in combination – for behavior prohibited by the Student Code of Conduct or by campus or classroom rules:

- verbal (oral or written) correction
- cooling-off time or “time-out”
- seating changes within the classroom
- confiscation of items that disrupt the educational process
- rewards or demerits
- behavioral contracts
- counseling by teachers or administrative personnel
- parent-teacher conferences
- Practice Academies – practicing a desired behavior so that the student can learn to implement a desired procedure or skill that the student has failed to use
- Detentions
- removal of student from classroom setting
- withdrawal of privileges, such as participation in activities or school clubs
- school-assessed and school-administered probation
- in-school suspension
- out-of-school suspension, as specified in the Student Code of Conduct
- expulsion, as specified in the Student Code of Conduct
- referral to an outside agency or legal authority for criminal prosecution in addition to disciplinary measures imposed by the school
- other strategies and consequences as determined by the school officials

The school prohibits physical activity from being used as a form of punishment.

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### Progressive Discipline System – Student Behavior and Corrective Interventions

\*These are partial lists for explanation purposes and are not meant to exclude other similar behaviors.

| Type A Behaviors                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Corrective Interventions                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Includes: violations of classroom or campus rules; unauthorized food, gum, etc.; littering; disrespect to students, faculty, facility; running/noise in hallways; talking at inappropriate times; possession of banned electronic items (cell phone, iPod, etc.); possession of inappropriate items (toy gun not resembling or mistaken for a real weapon, etc.); attendance violations (tardies or absences); homework not completed or turned in on time; dress code violations that can be corrected in class; rough play.                                                                       | Corrective intervention is assigned by the teacher, and <b>may</b> include parent notification, conferences, practice academy, additional or makeup work, etc.; in-school suspension.<br><br>All behavior and corrective interventions documented in student file.                                                                                                                                                                                                                   |
| Type B Behaviors                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Corrective Interventions                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Includes: repetition of Type A behaviors; lying/cheating; possession of another student's property; persistent disruption of classroom environment; throwing food in cafeteria; inappropriate language; persistently unprepared for class or refusal to participate; inappropriate physical contact.                                                                                                                                                                                                                                                                                                | Corrective intervention is assigned by the teacher and/or team of teachers, and <b>may</b> include parent notification, conferences, practice academy, additional/makeup work.<br><br>Instances of serious or repetitive Type B behaviors may be referred directly to the campus administrator and assigned consequences including parent conference, detention, in-school or out-of-school suspension.<br><br>All behavior and corrective interventions documented in student file. |
| Type C Behaviors                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Corrective Interventions                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Includes: persistent repetition of Type A or B behaviors; dress code violations that cannot be corrected in class; cause or threaten to cause injury; gang or gang-like activity including the display of gang or drug writing, symbols, etc.; racketeering; possession of dangerous item; possession of tobacco; damage to school property; bullying; gross profanity or obscene gestures; overt disrespect/defiance; extortion/threats/intimidation; lewd, indecent, or offensive conduct; sexual harassment; racial slurs; theft/possession of stolen property; possession of a prohibited item. | The student is sent immediately to the campus administrator for corrective intervention at the administrative level. Administrative interventions <b>may</b> include parent conference, detention, in-school or out-of-school suspension, or expulsion.<br><br>Severe or illegal behaviors will be reported to the appropriate law enforcement authority.<br><br>All behavior and corrective interventions documented in student file.                                               |
| Type D Behaviors                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Corrective Interventions                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Includes: persistent repetition of Type A, B or C behaviors; violence; fighting; possession of drugs or alcohol; possession of weapon/use of item as a weapon/possession of item resembling or mistaken for a real weapon; terroristic threat.                                                                                                                                                                                                                                                                                                                                                      | The student is escorted immediately to the campus administrator, and <b>may</b> be suspended immediately pending an expulsion meeting. Severe or illegal behaviors will be reported to the appropriate law enforcement authority.<br><br>All behavior and corrective interventions documented in student file.                                                                                                                                                                       |

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## Bullying

Bullying will not be tolerated at Trinity Basin Preparatory. The district has a local policy that prohibits bullying, harassment, and making hit lists, and it includes, as appropriate for students at each grade level, measures for preventing and correcting bullying behavior. Violation of Trinity Basin Preparatory's Bullying Policy can result in corrective interventions for students, up to and including expulsion.

### Type A and B Behaviors

Since appropriate social behavior involves a series of learned skills, it is logical that the "first line" of discipline is in the classroom. For most Type A and B behaviors, teachers will employ corrective interventions within the classroom setting.

### Removal from the Regular Educational Setting

In addition to other discipline management techniques, student misbehavior may result in removal from the regular educational setting in the form of a discipline referral.

A teacher or administrator will remove a student from the class in order to protect the educational environment in the classroom. A teacher may also initiate a removal from class if:

- The student's behavior has been documented by the teacher as repeatedly interfering with the teacher's ability to teach his/her class; or
- The behavior is so unruly, disruptive, or abusive that the teacher cannot teach, and the students in the classroom cannot learn.

Students engaging in Type A and B behaviors may be referred to the campus administrator if the behavior has been determined to be repetitive and the attitude of the student defiant.

When a teacher or staff member observes any instance of Type C or D behavior, the offending student will be escorted to a campus administrator immediately.

The campus administrator will first discuss the behavior or incident with the student and then proceed with further corrective interventions including, but not limited to, counselor referral, behavior contract, detention, suspension, and/or expulsion.

A teacher or administrator must remove a student from class if the student engages in behavior that under the Texas Education Code requires or permits the student to be suspended or expelled. When removing for those reasons, the procedures in the subsequent sections on suspension or expulsion will be followed.

Subsequently the parent/guardian will be informed of the details contributing to the referral and of any disciplinary or corrective interventions prescribed.

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## Appeals

Parental questions or complaints regarding disciplinary measures should be addressed to the teacher or the principal. Consequences will not be deferred pending the outcome of a grievance.

## Suspension

Students generally learn most effectively in a classroom, at school. Therefore students will be removed from the regular educational setting via suspension only when multiple, appropriate corrective interventions have been attempted, or such a removal is necessary for the safety and stability of the larger school community. Students may be suspended for any behavior listed in the Student Code of Conduct as a general conduct violation. In deciding whether to order suspension, the appropriate administrator will take into consideration:

1. the student's intent at the time the student engaged in the conduct;
2. the student's disciplinary history;
3. the student's age and grade level;
4. the frequency of the student's behavior;
5. the student's attitude and conduct during the investigation and referral;
6. the effect of the misconduct on the school environment.

Before being suspended, a student will have a conference with the appropriate administrator who shall inform the student of the conduct of which he/she is accused. The student will be given the opportunity to explain his/her version of the incident before the administrator's decision is made. The number of days of a student's suspension will be determined by the appropriate administrator, but will not exceed three school days.

State law allows a student to be suspended for no more than three school days per behavior violation, with no limit on the number of times a student may be suspended in a semester or school year.

## Expulsion

Behaviors for which a student may be expelled include:

- conduct that contains the element of assault, or threat of assault, against a student, school employee, or volunteer;
- criminal mischief;
- aggravated assault;
- sexual assault;
- sexual harassment;
- criminal attempt to commit murder or capital murder;
- murder or capital murder;
- aggravated robbery;
- conduct relating to a false alarm or report (including a bomb threat), or a terroristic threat involving a public school;
- selling, distributing, possessing, using, or being under the influence of any controlled

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- substance, including alcohol;
- conduct that contains the elements of an offense relating to abusable volatile chemicals;
- arson;
- indecentcy with a child;
- kidnapping;
- use, exhibition, or possession of a firearm;
- use, exhibition, or possession of a knife, hand instrument designed to cut or stab another by being thrown, dagger, sword, spear, etc.;
- use, exhibition, or possession of a club such as an instrument specifically designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with the instrument, including a blackjack, nightstick, mace, and tomahawk;
- possession of any destructive device, such as any explosive, incendiary or poison gas bomb, or grenade;
- possession of a prohibited item;
- significant property damage;
- any other offense listed in Section 37.007 of the Texas Education Code; or
- persistent repetition of any other behavior listed in the Student Code of Conduct.

Students under the age of 10 may not be expelled, except under Texas Education Code §37.007(e).

If a student is believed to have committed an expellable offense, the campus administrator will suspend the student immediately pending the expulsion meeting. The expulsion meeting will be scheduled within three school days of the formal referral. The student's parent will be invited in writing to attend the meeting.

In deciding whether to order expulsion, the school will take into consideration:

1. the student's intent at the time the student engaged in the conduct;
2. the student's disciplinary history;
3. the student's age and grade level;
4. the frequency of the student's behavior;
5. the student's attitude and conduct during the investigation and referral;
6. the effect of the misconduct on the school environment.

### Expulsion Meeting

A student facing expulsion will be given an audience with campus administration, absent extenuating circumstances. At the expulsion meeting, the student is entitled to:

1. representation by the student's parent or legal guardian.
2. the opportunity to testify and to present evidence and witnesses in the student's defense.
3. the opportunity to question school employees.

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After providing notice to the student and parent of the expulsion meeting, the school may hold the meeting and determine the results of the expulsion regardless of attendance of the student or parent. If the parent and student do not attend the expulsion meeting, the campus administrator will make a decision regarding expulsion based upon the information contained in the discipline referral and any other information that the administrator deems appropriate, as well as the factors stated above.

The campus administrator's decision as to whether the student will be expelled will be made at the conclusion of the expulsion meeting. If the student is expelled, the parent will be given a copy of the completed referral. The completed referral will serve as the expulsion order.

An expulsion order may recommend or suggest that the expelled student participate in certain learning and/or behavioral activities or programs in an effort to be eligible for readmission to TBP. In making this decision, the campus administrator will consider the expulsion factors above, as well as the student's attitude, emotional and/or mental status, and willingness to participate in any of the recommended programs or activities. If the expelled student and their family agree to participate as requested, the campus administrator will work with the student and provide written progress reports to the Superintendent. Any cost associated with the activities or programs recommended by the school will be the responsibility of the student. When appropriate, as determined by the Superintendent, the school may encourage the expelled student to reapply at TBP. Such application will be subject to all eligibility and or admission requirements outlined in TBP's Admission and Enrollment Policy; however, the expelled student's participation and completion of any such programs or activities will be considered by the Superintendent when evaluating the student's eligibility for readmission.

#### **Special Education and Section 504 Expulsions**

If a student who receives special education or Section 504 services violates the Student Code of Conduct in a manner that makes expulsion a possibility, the expulsion process for general education students must be followed exactly with a few additional steps as outlined below.

If the Principal decides to expel, a Manifestation Determination meeting must occur. The Manifestation Determination meeting must be attended by the Special Education Coordinator or the 504/RtI Coordinator and the student's ARD Committee or 504 Committee.

In the Manifestation Determination meeting, the committee will operate as if the Principal's decision to expel the student was correct. The committee will not discuss whether the student committed an expellable offense. Rather, only the following questions will be discussed and answered:

1. Was the conduct caused by, or did it have a direct and substantial relationship to, the child's disability;
2. Was the conduct in question the direct result of the school's failure to implement the IEP or Section 504 Service Plan?

If the answer to either question is "yes," then the expulsion must be voided. If the answer to the first question is "yes" for special education students, then a Functional Behavioral Analysis must be conducted in order to create or update a Behavior Intervention Plan.

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It is important to note that the expulsion meeting and the Manifestation Determination meeting are distinct meetings. However, they may be held on the same day, back-to-back. In the expulsion meeting, the Principal has the final, sole authority to determine if the offense was expellable or not, as outlined in the school’s Student Code of Conduct. The Manifestation Determination meeting is not a fact finding meeting. The committee is to assume that all facts are true, and their purpose is simply to answer the two questions above. While the Principal is part of the committee in a Manifestation Determination, they are not the final, sole authority to answer these questions.

### Appeal of Expulsion

Any parent/guardian who is not satisfied with the decision of the campus administrator may appeal that decision to the Superintendent within three school days of the expulsion meeting.

The Superintendent will review all relevant documents. If necessary, the Superintendent may also talk to campus administration, witnesses, the student, and/or the student’s parent

Any parent who is unsatisfied with the decision of the Superintendent may similarly appeal to the Board of Directors within three school days. The decision of the Board of Directors is final, and is not subject to further review.

The Board of Directors will review all relevant documents in a closed meeting, unless the parent requests in writing that the matter be held in an open meeting. The Board of Directors may also hear a statement from the student or parent and from the designated administrator. The Board of Directors will base its decision on evidence reflected in the record and on any statements made by the parties at the meeting. The Board of Directors will make and communicate orally its decision at the conclusion of the expulsion review.

Any consequences or punishments assigned the student will not be deferred pending the outcome of the expulsion review.

### Restrictions during Expulsion

Expelled students may be prohibited from being on school grounds or attending school-sponsored or school-related activities. No academic credit will be earned for work missed due to the expulsion.

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**I.**

**Non-expansion  
amendment  
request**

Non-Expansion Amendment Request Form

Texas Education Agency  
Division of Charter School Administration

Phone: (512) 463-9575

Email: [charteramendments@tea.texas.gov](mailto:charteramendments@tea.texas.gov)

Name of Charter:

County-District Number:

Name of Charter Holder:

Requested Effective Date:

**Section I:** Check the appropriate box for the Non-Expansion Amendment requested.

**More than one box may be checked.** (Attach additional documents as required.) (Submit all program changes for review.)

**1. Charter District Address Change**

Current:

New:

**9. Close Campus**

Reason:

Campus Number:

**2. Relocation-Campus: Campus #**

Current:

New:

**10. Return of Charter**

Reason:

**3. Charter Name Change:**

Current:

New:

**11. Admissions Policy Revision\***

Attach separate sheet with current and requested language changes.

**4. Campus Name Change : Campus #**

Current:

New:

**12. Enrollment Policy Revision\***

Attach separate sheet with current and requested language changes.

**5. Charter Holder Name Change**

Current:

New:

**13. Articles of Incorporation Revision\***

Attach separate sheet with current and requested language changes.

**6. Management Company Addition/Change\*\***

Current:

Change:

**14. By-Laws Revision\***

Attach separate sheet with current and requested language changes.

**7. Educational Services Addition/Change**

Current:

Change:

**15. Fiscal Revision\***

Current:

Change:

**8. Curricular Addition/Change**

Current:

Change:

**16 Other:**

Continued on next page

For Internal Use Only

Amendment Numbers

Received Date

Due Date

Page 1

## Non-Expansion Amendment Request Form

Texas Education Agency  
Division of Charter School Administration

Phone: (512) 463-9575

Email: [charteramendments@tea.texas.gov](mailto:charteramendments@tea.texas.gov)

---

### Section II: Justification for Non-Expansion Amendment Request:

In the space below, please state justification for the non-expansion amendment requested.

---

### Section III: Non-Expansion Amendment Request Form Checklist:

1. **Charter Holder Board Resolution**—A written resolution adopted by the governing body of the charter holder, with printed names and signatures, demonstrating that a **quorum** of the members voted in favor of amending the charter. The names should match information on the most recent Annual Governance Reporting Forms submitted to TEA. Otherwise, documentation explaining any differences must be included.

*(If multiple amendment requests are being made, include all board resolutions together.)*

2. **Charter language changes**—The text and page numbers, or photocopies of the charter language to be changed, and the text proposed as the new charter language must be submitted with changes clearly marked, if applicable.\*

3. **Management company**—A copy of the contract must be submitted if the request is to enter into or change a management company contract, if applicable.\*\*

---

### Section IV: CEO/Superintendent acknowledgement, signature, and current contact information:

As the CEO/Superintendent of the charter school, I understand that incomplete submissions may cause a delay in processing until all required documentation has been received by the Division of Charter School Administration.

*(Contact the Division of Charter School Administration at [charteramendments@tea.texas.gov](mailto:charteramendments@tea.texas.gov) to confirm the submission of proper documentation. Include the charter name and CDN in the subject line.)*

Name of CEO/Superintendent

Phone Number

Email Address

Signature of CEO/Superintendent

Date

For Internal Use Only

Amendment Numbers

Received Date

Due Date

Page 2

RESOLUTION OF THE BOARD OF DIRECTORS OF  
TRINITY BASIN PREPARATORY, INC.  
REGARDING CAMPUS RELOCATION

On May \_\_, 2021, at a duly called meeting of the Board of Directors of Trinity Basin Preparatory, Inc. ("Board"), there being a quorum present, the Board authorized the non-expansion amendment of the charter of Trinity Basin Preparatory, Inc. ("TBP") to temporarily relocate the existing site located at 412 W. Bolt St., Fort Worth, to a temporary location at 3320 Hemphill St., Fort Worth Texas.

Adopted by the Board of Directors on May \_\_, 2021.

Trinity Basin Preparatory, Inc.

By: \_\_\_\_\_  
President, Board of Directors

ATTEST:

\_\_\_\_\_  
Treasurer\*, Board of Directors

\*Due to temporary absence of Secretary

**J.**

**Lease of  
3320 Hemphill St.,  
Fort Worth**

# Trinity Basin Preparatory, Inc.

2730 N. Hwy. 360, Grand Prairie, TX 75050  
Phone: 214-946-9100 ~ Fax: 214-946-9194  
www.trinitybasin.net

May 12, 2021

Our Lady of Victory Catholic School  
Attention: David Motheral

**Re: Letter of Intent**

Dear Mr. Motheral:

This letter confirms the understanding of the mutual present intentions of Trinity Basin Preparatory, Inc., a Texas non-profit corporation ("**School**" or "**Tenant**"), and The Sisters of St. Mary Namur – Our Lady of Victory Catholic School ("**Landlord**") to enter into a lease ("**Transaction**") for use of certain buildings, vacant lots and spaces located at 3320 Hemphill, Fort Worth, Texas. ("**Property**").

1. Acknowledgements. The parties hereto acknowledge that this letter does not contain all matters upon which an agreement must be reached in order for the Transaction to be consummated. The proposed terms and conditions outlined in this letter are provided for discussion purposes only; they are not all-inclusive and do not constitute an offer, agreement, or commitment. This letter is intended as an outline only and does not purport to summarize all the terms, conditions, covenants, representations, warranties or other provisions which would be contained in definitive legal documents of the transaction contemplated herein.

2. Transaction. Upon execution of this Letter of Intent, the parties agree to continue negotiations for a lease of the space defined below, according to the following terms:

- (a) Property: Buildings, common areas, parking lots, and vacant lots at or surrounding 3320 Hemphill, Fort Worth, Texas, 76110, currently owned by Landlord
- (b) Lease Term: thirteen (13) months (June 1, 2021 through June 30, 2022) or until Tenant purchases the property
- (c) Rent Schedule: \$20,000 per month beginning June 1, 2021
- (d) Permits and Approvals: The School will use commercially reasonable efforts to acquire any approvals and/or permits required by the Texas Education Agency and the city of Fort Worth to open and operate an open enrollment charter school on the Property, which will open for classes in August, 2021
- (e) Security Deposit: \$10,000, payable upon execution of lease
- (f) Tenant Improvements: Tenant has the right at any time during the Lease Term to make various improvements to the Property, in accordance with plans and specifications approved by the Landlord.
- (g) Operating Expenses: Landlord to provide property insurance and Tenant to provide liability and personal property insurance. Tenant is to pay 100% of Utility Costs (defined below) during the lease term, monthly, based upon

*A Public Charter School of Choice*



actual statements received by Landlord. "Utility Costs" means charges actually paid by Landlord for electricity, natural gas, and water/sewer for the Property.

Tenant will be responsible for maintenance, but not replacement of, the A/C & Heat.

- (h) Options to Purchase: Tenant has the right to purchase the Property at any time during the Lease Term (and desires to so purchase the property) pursuant to either a right of first refusal received from Landlord or at a price agreed to by the parties at any time during the term of the Lease. Landlord agrees, during the term of the Lease, to not sell the property to a third party without first giving Tenant the right of first refusal, and further agrees that no sale to a third party will result in the early termination of the lease.

If the foregoing correctly sets forth our mutual understanding, please so indicate by signing this letter in the space provided below and returning one copy to me.

Very truly yours,

**Trinity Basin Preparatory, Inc.**

a Texas non-profit corporation

By: 

Its: CEO

**ACCEPTED AND AGREED AS OF THE DATE FIRST WRITTEN ABOVE:**

**Our Lady of Victory Catholic School**

By: \_\_\_\_\_

Its: \_\_\_\_\_

**K.**

**Board of Directors  
Planning  
Session/Workshop**

**L.**

**Minutes from  
Board Meeting  
on 4.19.21**

**TRINITY BASIN PREPARATORY  
MEETING OF THE BOARD OF DIRECTORS  
2730 N HWY 360  
GRAND PRAIRIE, TEXAS, 75050  
MONDAY, APRIL 19, 2021**

**12:00 P.M. OPEN SESSION**

- I. CALL TO ORDER:** Loren Hitchcock called the meeting to order at 12:02 p.m. He announced that a quorum was present. The members in attendance via videoconference were:

Randy Shaffer, President, Member  
Julia Gomez, Member  
Loren Hitchcock, Member  
Mike Winemiller, Member  
Frederick Brown, Member  
Dana Bickford, Member

Absent:

Ken Petree, Vice President, Member

Others in attendance were:

James Dworkin, Chief Financial Officer, Board Treasurer  
Brandon Duck, Chief Development Officer  
Jodi Rebarchek, Executive Director of Academics  
Jessika Torres, Executive Director of Accounting  
Chaz Munoz, Director of School Operations  
Kara Van Dine, Compliance Manager  
Conor Rogers, Interim Principal

NOTE: This meeting was conducted in accordance with the Governor's authorization concerning suspension of certain open meetings law requirements for COVID-19 disaster. All attendees attended the meeting via videoconference and were visible and audible to the entire group and any others joining the meeting for the entirety of the meeting. An audio recording was made of the entire meeting.

- II. OPEN SESSION – 12:02 p.m.**

**III. NON-AGENDA RELATED PUBLIC COMMENTS**

This forum allows anyone in attendance to address the Board on any matter except personnel and individual student issues. Any personnel concerns should be brought to the attention of the CEO prior to the meeting. Speakers will be limited to three (3) minutes. Non-agenda items will be taken for no more than 30 minutes.

**IV. ACTION ITEMS:**

- a. Financial report** – No action taken.
- b. Enrollment report** – No action taken.
- c. Academic report** – No action taken.

- d. **Operations and Expansion report** – No action taken.
- e. **Development report** – No action taken.
- f. **Campus report** – No action taken.
- g. **Consider and/or vote on 2021-2022 Allotment and TEKS Certification** – Dana Bickford made the motion to approve the certification. Julia Gomez seconded. The vote was unanimous.
- h. **Consider and/or vote on Region XI Interlocal Benefits Coop Agreement for 2021-2022** – Dana Bickford made the motion to approve the agreement. Loren Hitchcock seconded. The vote was unanimous.
- i. **Consider and/or vote on compensation for CEO/Superintendent** – No action taken.
- j. **Consider and/or vote on minutes from meeting on 3.29.21** – Mike Winemiller made the motion to approve the minutes. Loren Hitchcock seconded. Fred Brown and Dana Bickford abstained. The vote was unanimous.

**V. CLOSED SESSION PER TEXAS GOVERNMENT CODE**

At 1:35 p.m., the Board announced it would go into closed session pursuant to Texas Govt. Code Section 551.074 to discuss Personnel Matters, including the employment, evaluation, reassignment, duties, discipline, or dismissal of the Superintendent, and pursuant to Texas Govt. Code Section 551.072 to discuss Real Property Matters, including the purchase, exchange, lease, or value of real property in Dallas and Fort Worth. Randy Shaffer was present for the discussion under 551.072, but not 551.074.

The Board concluded the closed session at 2:48 p.m.

**VI. ADJOURNMENT—2:51 p.m.**

Minutes Reviewed by:



Randy Shaffer, Acting Board Secretary