



**Fabens ISD**

**Regular Meeting**

**Wednesday, July 22, 2020 6:30 PM**

**All students of Fabens Independent School District will be successful, life-long, global learners.**

# Agenda of Regular Meeting

## The Board of Trustees Fabens ISD

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A Regular Meeting of the Board of Trustees of Fabens ISD will be held July 22, 2020, beginning at 6:30 PM in the Central Office, Board Room, 821 NE G Avenue, Fabens, TX 79838.

**DUE TO HEALTH AND SAFETY CONCERNS RELATED TO THE COVID-19 CORONAVIRUS, THIS MEETING WILL BE CONDUCTED BY VIDEO CONFERENCE OR TELEPHONE CALL. AT LEAST A QUORUM OF THE BOARD WILL BE PARTICIPATING BY VIDEO CONFERENCE OR TELEPHONE ALL IN ACCORDANCE WITH THE PROVISIONS OF SECTIONS 551.125 OR 551.127 THAT HAVE NOT BEEN SUSPENDED BY ORDER OF THE GOVERNOR.**

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

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  - A. To Submit Questions or Comments - please email:  
boardmeeting@fabensisd.net
  - B. Please click the link below to join the webinar:  
[https://www.youtube.com/channel/UC-x1AKVIN4MC4\\_bHlShDLdg/videos?view\\_as=subscriber](https://www.youtube.com/channel/UC-x1AKVIN4MC4_bHlShDLdg/videos?view_as=subscriber)  
or at [www.fabensisd.net](http://www.fabensisd.net) a link is available under the Fabens ISD Announcements  
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**FABENS I.S.D.  
BOARD OF TRUSTEES**

Date: 07/22/2020 Presented By: Board President  
Subject: Call to Order, Roll Call and Pledge of Allegiance Related Page(s) N/A

**Action**

**BACKGROUND INFORMATION:  
CALL to ORDER, ROLL CALL and  
PLEDGE OF ALLEGIANCE**

The July 22, 2020 Regular Meeting is called to order at \_\_\_\_\_.  
Let the minutes show that:

- 1) all members are in attendance

OR

- 2) \_\_\_\_\_ is (are) not in attendance.

Reason: ( ) Illness ( ) Family Emergency  
( ) Out of Town ( ) Other \_\_\_\_\_

\_\_\_\_\_(name) will lead us in the reciting of the Pledge of Allegiance

**FABENS ISD  
BOARD OF TRUSTEES**

**COMMUNICATION AND VISITORS  
Board Agenda Item**

<b>TITLE</b>	<b>Communication &amp; Visitors</b>	<b>Date Requested</b>	07/22/2020
<b>Requested By:</b>	N/A	<b>Approximate Time</b>	Up to 15 minutes
<b>Division Approval:</b>	N/A	<b>Action Needed by:</b>	N/A
<b>Action Requested:</b>	N/A	<b>Information Only:</b>	Yes
<b>People Participating In Presentation:</b>	Community	<b>Who Has Been Involved:</b>	N/A
<b>How Will It Benefit the District's Mission/Goals?</b>		<b>How Will Request Be Financed?</b>	
		<b>Cost to District:</b>	

This meeting is being conducted by audio conference in accordance with the governance authorization concerning suspension of certain open meeting law requirements for the COVID-19 disaster.

As we would at any in-person meeting, members of the public who have followed the instructions on the meeting notice for registering to speak during the public comment portion will be recognized. If the speaker submitted written comments to the email provided in advance, the comments will be read into record. If you would like to provide comment at a future meeting conducted via teleconference, please follow the instructions on the meeting notice.

**FABENS ISD  
BOARD OF TRUSTEES**

**SUPERINTENDENT REPORT  
Board Agenda Item**

<b>TITLE</b>	<b>Superintendent Report – District Updates</b>	<b>Date Requested</b>	07/16/2020
<b>Requested By:</b>	Dr. Vijil	<b>Approximate Time</b>	10 minutes
<b>Division Approval:</b>		<b>Action Needed:</b>	No
<b>Action Requested:</b>	None	<b>Information Only:</b>	Yes
<b>People Participating In Presentation:</b>	Dr. Vijil	<b>Who Has Been Involved:</b>	N/A
<b>How Will It Benefit the District's Mission/Goals?</b>		<b>How Will Request Be Financed?</b>	
		<b>Cost to District:</b>	

**FABENS ISD  
BOARD OF TRUSTEES**

**CONSENT AGENDA  
Board Agenda Item**

<b>TITLE</b>	<b>Consent Agenda</b>	<b>Date Requested</b>	07/16/2020
<b>Requested By:</b>	Dr. Vijil	<b>Approximate Time</b>	2 minutes
<b>Division Approval:</b>		<b>Action Needed :</b>	Yes
<b>Action Requested:</b>	Make a motion to approve consent agenda items as presented	<b>Information Only:</b>	No
<b>People Participating In Presentation:</b>	Dr. Vijil	<b>Who Has Been Involved:</b>	
<b>How Will It Benefit the District's Mission/Goals?</b>		<b>How Will Request Be Financed?</b>	
		<b>Cost to District:</b>	

<b>A.</b>	<b>Approval of Regular Board Meeting Minutes, June 17, 2020</b> Minutes attached for your review
<b>B.</b>	<b>Fabens ISD Monthly Financials</b> Attached for your review
<b>C.</b>	<b>2019 Property Value Study Report</b> Attached for your review
<b>D.</b>	<b>Approval of 2019 – 2020 Budget Amendments</b> Attached for your review
<b>E.</b>	<b>Approval of 2020 -2021 Property Insurance</b> Attached for your review
<b>F.</b>	<b>Fabens ISD 2020 -2021 Employee Handbook</b> Separate Packet
<b>G.</b>	<b>Approval of Fabens ISD 2020 – 2021 Student Code of Conduct</b> Separate Packet– <b>NO CHANGES FOR 2020 -2021</b>
<b>H.</b>	<b>Fabens ISD 2020 – 2021 Student Handbook</b> Separate Packet
<b>I.</b>	<b>Fabens ISD 2020 – 2021 DAEP Handbook</b> Separate Packet
<b>J.</b>	<b>Approval of 2020 -2021 Texas Teacher Evaluation and Support System (T-TESS)</b> Attached for your review
<b>K.</b>	<b>Fabens ISD 2020 – 2021 Texas Teachers Evaluation and Support System (T-TESS) Calendar</b> Attached for your review

# Minutes of Regular Meeting

## The Board of Trustees Fabens ISD

---

A Regular Meeting of the Board of Trustees of Fabens ISD was held Wednesday, June 17, 2020, beginning at 6:30 PM in the Central Office, Board Room, 821 NE G Avenue, Fabens, TX 79838.

**Members Present:** Orlando Flores                      Rey Sepulveda  
Rosamaria Gallo-Avitia                      Sylvia Gonzales  
Greg Spence

**Members Present  
via Teleconference:** Adan Escobar

**Members Absent:** Ben Morales

**Administrators Present:** Dr. Veronica Vijil                      Ms. Michele Gonzalez

**Administrators Present  
via Teleconference:** Yvonne Coupland                      Mario Dominguez  
  
Maria T. Rodriguez

### 1. Call to Order, Roll Call and Pledge of Allegiance 6:32 PM

The meeting was called to order at 6:32 PM by Mr. Orlando Flores, Board President. Members present at Central Office: Mr. Flores, Mr. Rey Sepulveda, Ms. Sylvia Gonzales, Ms. Rosamaria Gallo-Avitia and Mr. Greg Spence. Members attending via teleconference: Mr. Adan Escobar. Mr. Ben Morales was absent. Mr. Sepulveda led everyone in reciting the Pledge of Allegiance.

### 2. Communication and Visitors 6:33 – 6:34 PM

**A. To Submit Questions or Comments – please email:**  
boardmeeting@fabensisd.net

**B. Please click the link below to join the webinar:**  
[https://www.youtube.com/channel/UC-x1AKVIN4MC4\\_bHIShDLdg/videos?view\\_as=subscriber](https://www.youtube.com/channel/UC-x1AKVIN4MC4_bHIShDLdg/videos?view_as=subscriber)  
or at [www.fabensisd.net](http://www.fabensisd.net) a link is available under the Fabens ISD

**Announcements**  
**Webinar ID # 937 2628 0735**

Under this item, no one signed up to address the Board.

**3. Superintendent Report**

**6:34 – 6z:55 PM**

**A. District Updates**

Dr. Vijil opened the item and highlighted the following items:

- Parent Survey
- Fabens ISD Re-entry Guidelines for Staff
- Cyber Security Training
- Approval of Early College: T-STEM, P-TECH
- Graduation Ceremony
- Summer School Video

**4. Consent Agenda**

**A. Approval of the Regular Board Meeting Minutes, May 20, 2020**

**B. Approval of the Special Board Meeting Minutes, May 27, 2020**

**C. Approval of the Special Board Meeting Minutes, June 1, 2020**

**D. Approval of the Workshop Board Meeting Minutes , June 3, 2020**

**E. Fabens ISD Monthly Financials**

**F. Approval of Region 19 Reading Academies TEA Grant Project MOU**

**G. Approval of Dell Lease Agreement for Continued Distance Learning and Blended Learning Options for Pre Kindergarten through 2nd Grade Students**

**H. Approval of University of Texas at El Paso Mentorship Pilot Program MOU**

**I. COVID - 19 Submitted Waivers**

- 1. Missed School Day/Instructional Continuity While Closed Attestation**
- 2. Parent Notice Requirements for Students at Risk of Failure**
- 3. Alternate K and 7th Grade Reading Diagnostic Instrument**
- 4. Instructional Materials Inventory Requirement**

Dr .Vijil opened the item and read the list of Consent Agenda items. Ms. Rosamaria Gallo-Avitia motioned and Mr. Greg Spence seconded to approve the consent agenda items as presented.

Motion Carried 6 - 0

**5. Board of Trustees Business**

**6:58 – 9:23 PM**

**A. EduGuide Online Social-Emotional Support Program Matching Grant**

**6:58 – 7:20 PM**

Dr. Vijil opened the item and introduced Mr. Jorge Saenz, Director of Federal Programs and Mr. Tim Volovsek with EduGuide. Mr. Volovsek reviewed the

information provided to the board in their packets about the matching grant program the district would be implementing.

**B. Fabens ISD Roof Update**

**7:20 – 7:36 PM**

Dr. Vijil opened the item and introduced Mr. Ruben Carrillo, Director of Facilities and Mr. Brad Draper with ARMKO. Mr. Draper reviewed the process used in assessing the roofs for damages to obtain the scope of work needed for the repairs. Questions from Board members were answered or clarified.

**C. Discussion and Approval of Moving the Date of the July 2020 Regular Board Meeting**

**7:37 – 7:41 PM**

Dr. Vijil opened the item and explained that the district would be closed the week of July 6 – 10, 2020; which would be the week to prepare the packet for the July 15, 2020 meeting. Mr. Greg Spence motioned and Ms. Sylvia Gonzales seconded to move the July meeting to July 22, 2020.

Motion Carried 6 - 0

**D. Discussion and Possible Action to Approve Changes to Fabens ISD Board Policy FDA (Local) Admissions - Interdistrict Transfers**

**7:41 – 8:07 PM**

Dr. Vijil opened the item and reviewed the language/changes to board policy FDA local. She explained the need for the revisions and answered questions from the Board. Ms. Sylvia Gonzales motioned and Ms. Rosamaria Gallo-Avitia seconded to approve the revisions to FDA local as presented.

Motion Carried 6 - 0

**E. Discussion and Possible Action on Texas Education Agency Statewide Waiver of Out-of-District Transportation Interlocal Agreement Requirement of Texas Education Code 34.007**

**8:07 – 8:09 PM**

Dr. Vijil opened the item and explained the waiver process to the Board. Mr. Greg Spence motioned and Mr. Rey Sepulveda seconded to approve the TEA Statewide Waiver of Out-of-District Transportation Interlocal Agreement as presented.

Motion Carried 6 - 0

**F. Fabens ISD Network Electric Backup Power Generator Update**

**8:09 – 8:22 PM**

Mr. Mario Dominguez opened the item and reviewed the memorandum sent to the Board in their packets. He stated, in the past few years, the district has spent \$136,000 in parts for repairs due to electrical power interruption. He answered questions from the Board and stated that the district would be going out for RFP to obtain the best deal for the district.

**G. Fabens ISD 2020 -2021 Stipends**

**8:23 – 9:23 PM**

Dr. Vijil opened the item and answered questions from the Board regarding some of the comments/changes to the 2020 – 2021 school year stipends. After the discussion, Mr. Adan Escobar motioned to cease discussion and approve the 2020 – 2021 stipends as presented.

Motion Failed due to no second

Mr. Rey Sepulveda motioned to cease discussion, approve as presented with the exception of:

- Reduce the Football Assistants to 1
- Reduce 9<sup>th</sup> Grade Football coaches from 3 to 2

Motion Tied 3 – 3

Voting Against: O. Flores

A. Escobar and R. Gallo-Avitia

Mr. Adan Escobar motioned to approve as presented with the following changes:

- 9<sup>th</sup> grade football coaches from 3 to 2

Motion Failed due to no second

Mr. Rey Sepulveda motioned to approve as presented with the following changes:

- Reduce Football Assistants to 1
- Reduce 9<sup>th</sup> Grade Football coaches from 3 to 2 and
- Keep FMS Student Council Sponsor Stipend at \$750.00

Motion Carried 5 – 1

Voting Against: A. Escobar

## **6. District Employees and Officers**

**9:23 – 9:27 PM**

### **A. Literacy Coach – FHS**

Dr. Vijil opened the item and reviewed test scores at the high school to show the need for a Literacy Coach.

Mr. Greg Spence motioned and Mr. Rey Sepulveda seconded to approve the creation of a new full time position of Literacy Coach for Fabens High School.

Motion Carried 6 - 0

## **7. Adjourn**

**9:27**

There being no further business, the meeting was adjourned at 9:27 PM by Mr. Orlando Flores, Board President.

\_\_\_\_\_  
Signature

07/22/2020

Date

\_\_\_\_\_  
Signature



July 16, 2020

To: Board of Trustees

Re: Quarterly Investment Report

The Quarterly Investment Report for the period ending May 31, 2020 is attached. Total investments increased from the end of the last quarter by \$237,832.14 as a result of regular district operations including deposits for foundation.

As you may recall from our investment policy, the goals of our investment policy are safety, liquidity, and finally, yield. With safety as a number one priority, FISD continues to sweep excess cash balances daily into our Investment Pools that are yielding an average of 0.66% for the Government Overnight Fund and 1.30% for the Corporate Overnight Plus Fund for the quarter.

As indicated in previous reports, our district invests cash that we will not need immediately in the Lone Star Investment Pool. At the end of March 2020, average yields at the investment pools ranged from 1.36% to a 0.64%. Yields through May 2020, decreased. As has been the case for the last year, we continue to see little or no growth in yields with little expectation for significant increases in interest revenue in the near future.

If you have any questions on the FISD investment practices or an individual investment or pool, please feel free to let us know.

  
Yvonne Coupland

Chief Business Officer

  
Veronica Vijil

Superintendent

3<sup>rd</sup> Qtr. Inv. Rpt.

7-16-2020

Investment Report

For the Quarter Ending May 31, 2020

This quarterly report is in full compliance with the investment strategy as established for the pooled investment fund and the Public Funds Investment Act. (Government Code, Chapter 2256)

Beginning Book Value	8,075,863.40
Beginning Market Value	8,076,811.74
Ending Book Value	8,313,695.54
Ending Market Value	8,315,193.14
Gain/Loss	1,497.60
Accrued Interest for Period	14,578.94
Accrued Interest for FY	70,125.56

  
Yvonne Coupland  
Chief Business Officer

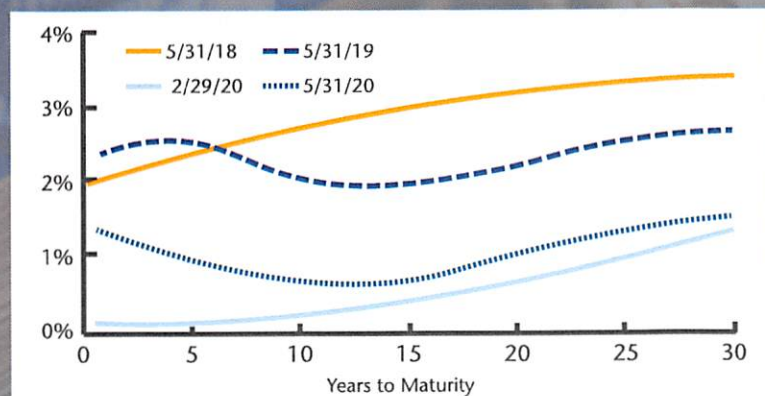
  
Veronica Vijil  
Superintendent

Investment Report  
for the Quarter Ending May 31, 2020

Description	Ave Rate	Beginning Book Value	Beginning Market Value	Current Qtr Deposits	Current Qtr Withdrawals	Qtr Accr Int	Ending Book Value	Ending Market Value	Gain/ Loss	YTD Accr Int
<b>Government Overnight Fund</b>										
Interest & Sinking	0.66%	728,862.39	728,947.73	45,900.02	1,150.00	1,249.29	774,861.70	775,000.62	138.92	9,754.87
Local Maintenance Fund	0.66%	7,335,122.81	7,335,981.61	6,382,387.18	6,203,884.00	13,290.54	7,526,916.53	7,528,265.94	1,349.41	60,216.32
<b>Corporate Overnight Plus Fund</b>										
Local Maintenance Fund	1.30%	11,878.20	11,882.40	0.00	0.00	39.11	11,917.31	11,926.58	9.27	154.37
<b>Grand Totals</b>		<b>8,075,863.40</b>	<b>8,076,811.74</b>	<b>6,428,287.20</b>	<b>6,205,034.00</b>	<b>14,578.94</b>	<b>8,313,695.54</b>	<b>8,315,193.14</b>	<b>1,497.60</b>	<b>70,125.56</b>

## Quarterly Position Report

May 31, 2020



The closing of businesses and schools along with the government-mandated stay-at-home orders due to the COVID-19 pandemic effectively brought the U.S. economy to a halt as unemployment soared. The equity markets were down as much as 35% from the record highs in February. The FOMC cut the target rate to zero lower bound in two non-meeting moves. Liquidity in the fixed income credit markets evaporated as investors hoarded cash and moved to the safety of U.S. government assets. In April, the impact of the Fed's liquidity facilities took effect and liquidity improved. Equity prices and credit spreads rallied in April and May, but remained well off the highs of February. Expectations are for a historical decline in economic growth in the first half of 2020 as first quarter GDP fell by 5%. Growth is expected to rebound in the second half of the year as the economy slowly reopens with continued restrictions.

### Government Overnight Fund

Duration 0.14929

	Participant Assets	Market Value
Beginning-of-Quarter Balance	6,029,247,394.09	6,029,953,302.41
Deposits	1,413,496,312.68	
Withdrawals	(2,174,090,009.09)	
End-of-Quarter Balance	5,268,653,697.68	5,269,598,248.46

Agencies	63%
MM Funds	23%
Treasuries	3%
Cash/Repo	11%



### Corporate Overnight Fund

Duration 0.21394

	Participant Assets	Market Value
Beginning-of-Quarter Balance	3,502,214,874.35	3,503,061,333.62
Deposits	1,209,253,727.25	
Withdrawals	(1,426,027,206.45)	
End-of-Quarter Balance	3,285,441,395.15	3,287,552,913.12

Commercial Paper	76%
MM Funds	17%
Cash/Repo	3%
Treasuries	3%
Agencies	1%



### Corporate Overnight Plus Fund

Duration 0.21290

	Participant Assets	Market Value
Beginning-of-Quarter Balance	7,353,234,594.60	7,355,836,605.51
Deposits	2,252,243,413.87	
Withdrawals	(2,702,984,371.04)	
End-of-Quarter Balance	6,902,493,637.43*	6,907,863,108.63*

Cash/Repo	1%
Commercial Paper	87%*
MM Funds	12%

\* Total Assets reflects unsettled securities transaction that has a net effect of (19,365,429.09)



### Returns

	March		April		May	
	Average Rate	7-day SEC Yield	Average Rate	7-day SEC Yield	Average Rate	7-day SEC Yield
Govt Overnight Fund	1.11%	0.76%	0.56%	0.45%	0.31%	0.25%
Corp Overnight Fund	1.50%	1.41%	1.09%	1.01%	0.78%	0.69%
Corp Overnight Plus Fund	1.61%	1.54%	1.33%	1.21%	0.98%	0.84%

*William Mastrodicasa*  
William Mastrodicasa

Lone Star Investment Pool Investment Officers

*Tammy Davis*  
Tammy Davis

Distributed by First Public. The Lone Star Information Statement should be read carefully before investing. Investors should consider the investment objectives, risks, charges, and expenses associated with this or any security prior to investing. Investment in Lone Star Investment Pool is not insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC) or any other government agency, and although Lone Star seeks to preserve the value of the investment at a fixed share price, it is possible to lose money by investing in Lone Star. For further information or for an Information Statement, contact First Public at 800.558.8875.



**INVESTMENT REPORT  
JUNE 2020**

	<u>Principal</u>	<u>Monthly Interest</u>	<u>Rates</u>
<b>Lone Star Investment Pool</b>			
<b>Government Overnight Fund</b>			
Local Maintenance Fund	\$8,118,780	\$1,196	0.19%
Interest & Sinking Fund	\$780,145	\$123	0.19%
 <b>Corporate Overnight Plus Fund</b>			
Local Maintenance Fund	\$11,924	\$7	0.70%
<b>Total Lone Star Investment Pool</b>	<b>\$8,910,849</b>	<b>\$1,325</b>	
 <b>WestStar Bank</b>			
General Operating Account	\$103,717	\$33	0.08%
Activity Account	\$89,176	\$6	0.08%
Robert F Cook - Savings	\$2,058	\$0	0.25%
Robert F Cook - CD	\$465	\$0	
Robert F Cook - CD	\$4,399	\$0	
Campus Activity Fund	\$22,460	\$0	0.02%
<b>Total WestStar Bank</b>	<b>\$222,274</b>	<b>\$40</b>	
 <b>Wells Fargo Advisors</b>			
T.A. Pollan Money Fund	\$6,396	\$0	
<b>Total Wells Fargo Advisors</b>	<b>\$6,396</b>	<b>\$0</b>	
 Total Monthly Interest Earned	\$1,365		
Total Interest Year to Date 2019-2020	\$71,937		
 Total General Fund Balance	\$3,907,560		

We, the approved Investment Officers of Fabens ISD, hereby certify that the following Investment Report represents the investment position of the district as of June 30, 2020 in compliance with the Board approved Investment Policy, the Public Funds Investment Act (Texas Government Code 2256), and, Generally Accepted Accounting Principles (GAAP).

*Yvonne Coupland* 07/16/2020  
YVONNE COUPLAND, CHIEF BUSINESS OFFICER

*Veronica Viljil* 7/17/2020  
VERONICA VIJIL, SUPERINTENDENT

**FOOD SERVICE**  
**Fund 101**

**JUNE 2020**

	<u>ESTIMATED REVENUE</u>	<u>ACTUAL RECEIVED</u>	<u>UNCOLLECTED</u>	<u>PERCENT COLLECTED</u>
Misc Revenue	\$113	\$100	\$13	88.50%
Local Revenue-Catering & Sale Meals	\$28,588	\$23,244	\$5,344	81.31%
State Matching Revenue	\$8,500	\$7,233	\$1,267	85.09%
Federal Revenue-Breakfast	\$200,974	\$167,270	\$33,704	83.23%
Federal Revenue-Lunch	\$954,985	\$738,126	\$216,860	77.29%
USDA Commodities	\$110,270	\$0	\$110,270	0.00%
Fresh Fruit & Vegetable Program	\$45,616	\$43,082	\$2,534	94.45%
Fund Balance Revenue	\$94,168			
<b>TOTAL REVENUE</b>	<b>\$1,443,214</b>	<b>\$979,055</b>	<b>\$464,159</b>	<b>67.84%</b>

	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>	<u>PERCENT EXPENDED</u>
<b>Expenditures</b>				
	\$1,317,801	\$907,049	\$410,752	68.83%
Fund Balance Expenditures	\$94,168	\$92,789		
<b>TOTAL EXPENDITURE</b>	<b>\$1,411,969</b>	<b>\$999,838</b>	<b>\$412,131</b>	<b>70.81%</b>

# TAX COLLECTIONS REPORT

**JUNE 2020**

**2019-2020**

	<u>M/O</u>	<u>I/S</u>	<u>TOTAL</u>
<b><u>Estimated Collections:</u></b>	1,986,364	502,030	2,488,394
<b><u>Actual Collections:</u></b>			
<b>September</b>	9,876	1,625	11,501
<b>October</b>	33,942	7,371	41,314
<b>November</b>	136,390	33,488	169,878
<b>December</b>	549,175	138,392	687,568
<b>January</b>	1,009,775	254,138	1,263,913
<b>February</b>	281,749	70,863	352,612
<b>March</b>	68,453	16,926	85,379
<b>April</b>	51,018	12,667	63,684
<b>May</b>	34,316	8,082	42,398
<b>June</b>	16,604	4,014	20,618
<b>July</b>			0
<b>August</b>			0
<b>Due to/from</b>			
<b>Year To Date</b>	<b>2,191,300</b>	<b>547,565</b>	<b>2,738,865</b>
<b>Tax Rates</b>	1.0683000%	+ 0.2700000% =	1.3383000%

**GENERAL OPERATING FUND EXPENDITURES  
REPORT BY FUNCTION- FUND 199**

**JUNE 2020**

	<u>BUDGET</u>	<u>COMMITTED</u>	<u>BALANCE</u>	<u>PERCENT COMMITTED</u>
<b>FUNCTION 11</b>	\$13,598,135	\$10,800,692	\$2,797,443	79.43%
Instruction				
<b>FUNCTION 12</b>	\$294,394	\$212,317	\$82,077	72.12%
Instructional Resources/ Media (Library)				
<b>FUNCTION 13</b>	\$196,103	\$169,422	\$26,681	86.39%
Curriculum and Staff Development				
<b>FUNCTION 21</b>	\$183,187	\$146,597	\$36,590	80.03%
Instructional Leadership				
<b>FUNCTION 23</b>	\$1,621,950	\$1,062,380	\$559,570	65.50%
School Leadership				
<b>FUNCTION 31</b>	\$975,649	\$697,704	\$277,945	71.51%
Counseling Guidance Services				
<b>FUNCTION 32</b>	\$39,403	\$29,156	\$10,247	74.00%
Social Work Services				
<b>FUNCTION 33</b>	\$350,286	\$260,762	\$89,524	74.44%
Health Services				
<b>FUNCTION 34</b>	\$473,861	\$395,740	\$78,121	83.51%
Transportation				



**GENERAL OPERATING FUND EXPENDITURES  
REPORT BY FUNCTION- FUND 199**

	JUNE 2020			PERCENT
	BUDGET	COMMITTED	BALANCE	COMMITTED
<b>FUNCTION 35</b>	\$7,500	\$0	\$7,500	0.00%
Food Service				
<b>FUNCTION 36</b>	\$881,691	\$790,669	\$91,022	89.68%
Co-Curricular Athletics				
<b>FUNCTION 41</b>	\$1,427,147	\$948,118	\$479,029	66.43%
General Administration				
<b>FUNCTION 51</b>	\$2,939,738	\$1,875,767	\$1,063,971	63.81%
Plant Maintenance and Operation				
<b>FUNCTION 52</b>	\$301,856	\$211,860	\$89,996	70.19%
Security/Monitoring Services				
<b>FUNCTION 53</b>	\$248,535	\$188,972	\$59,563	76.03%
Data Processing				
<b>FUNCTION 61</b>	\$33,200	\$29,627	\$3,573	89.24%
Community Services				
<b>FUNCTION 81</b>	\$12,150	\$0	\$12,150	0.00%
Facilities Acquisition and Construction				
<b>FUNCTION 99</b>	\$36,000	\$35,238	\$762	97.88%
Other Intergovernmental Charges				
<b>ORIGINAL BUDGET</b>	<b>\$23,620,785</b>	<b>\$17,855,021</b>	<b>\$5,765,764</b>	<b>75.59%</b>

## JUNE 2020

	ESTIMATED	ACTUAL RECEIVED	UNCOLLECTED	PERCENT COLLECTED
Local Revenue				
Local Revenue- Tax Revenue	\$2,058,344	\$2,191,300	-\$132,956	106.46%
Local Revenue-Interest	\$74,164	\$61,960	\$12,204	83.54%
Local Revenue-Miscellaneous	\$412,555	\$709,689	-\$297,134	172.02%
LOCAL TOTAL	\$2,545,063	\$2,962,949	-\$417,886	116.42%
State Revenue TEA	\$19,450,090	\$17,320,466	\$2,129,624	89.05%
State Funding - HB1	\$514,560	\$477,862	\$36,698	92.87%
On Behalf Payment	\$1,077,644	\$865,546	\$212,098	80.32%
Federal Programs Indirect Costs	\$45,388	\$0	\$45,388	0.00%
ROTC	\$88,697	\$57,972	\$30,725	65.36%
STATE TOTAL	\$21,176,379	\$18,721,845	\$2,454,534	88.41%
TOTAL REVENUE	\$23,721,442	\$21,684,795	\$2,036,647	91.41%

**DEBT SERVICE FUND  
FUND 599**

**JUNE 2020**

	<u>ESTIMATED REVENUE</u>	<u>ACTUAL RECEIVED</u>	<u>UNCOLLECTED</u>	<u>PERCENT COLLECTED</u>
<b>Local Revenue-Taxes</b>	\$516,929	\$547,565	-\$30,636	<b>105.93%</b>
<b>Local Revenue-Interest</b>	\$25,114	\$9,878	\$15,236	<b>39.33%</b>
<b>State Revenue</b>	\$1,577,036	\$1,577,036	\$0	<b>100.00%</b>
<b>Transfer In</b>	\$114,247	\$0	\$114,247	<b>0.00%</b>
<b>TOTAL REVENUE</b>	<b>\$2,233,326</b>	<b>\$2,134,479</b>	<b>\$98,847</b>	<b>95.57%</b>

	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>	<u>PERCENT EXPENDED</u>
<b>Expenditures</b>				
<b>Function 71-Debt Service</b>	\$2,233,326	\$1,753,431	\$479,895	<b>78.51%</b>
<b>TOTAL EXPENDITURE</b>	<b>\$2,233,326</b>	<b>\$1,753,431</b>	<b>\$479,895</b>	<b>78.51%</b>

## Check Activity Report

Bank Account - WestStar Bank(4178696)

Start Date - 06-01-2020 End Date - 06-30-2020

Print Date:07/15/2020 1:55 PM

### Issued Checks

#### Issued Checks

<u>Check Number</u>	<u>Payee</u>	<u>Check Date</u>	<u>Payment Type</u>	<u>Amount</u>
46534	Academic Communication Assoc Publication Center, Dept. SFS	06/04/2020	Paper Check	\$44.00
46535	Angelina Fernandez	06/04/2020	Paper Check	\$1,155.00
46536	Autozone	06/04/2020	Paper Check	\$137.26
46537	B & H Photo Video	06/04/2020	Paper Check	\$37.13
46538	Baker Glass Co, Inc.	06/04/2020	Paper Check	\$537.26
46539	Barnes & Noble College Booksellers, Inc.	06/04/2020	Paper Check	\$3,589.00
46540	Brady Industries of Texas, LLC	06/04/2020	Paper Check	\$1,078.23
46541	C & M Plaque And Trophy	06/04/2020	Paper Check	\$59.85
46542	Cammaron Trujillo	06/04/2020	Paper Check	\$500.00
46543	Capstone Press Inc	06/04/2020	Paper Check	\$1,199.00
46544	Charles E. Brown	06/04/2020	Paper Check	\$229.17
46545	Debbie Betancourt	06/04/2020	Paper Check	\$188.00
46546	Eai Eric Armin Inc	06/04/2020	Paper Check	\$35.85
46547	Ekon-O-Pac	06/04/2020	Paper Check	\$2,591.00
46548	El Paso Central Appraisal District	06/04/2020	Paper Check	\$8,617.64
46549	FULL TURN INTERIOR SOLUTIONS, LLC	06/04/2020	Paper Check	\$890.00
46550	Fabens ISD/Travel Buses	06/04/2020	Paper Check	\$728.72
46551	Fabens ISD/Travel Vans	06/04/2020	Paper Check	\$709.51
46552	Friedman Recycling Co., Inc.	06/04/2020	Paper Check	\$988.00
46553	Gopher Sports	06/04/2020	Paper Check	\$405.69
46554	Jerry V. Knoepfel	06/04/2020	Paper Check	\$591.66
46555	Katherine M. Reyes-Brooks	06/04/2020	Paper Check	\$3,290.00
46556	Labatt Food Service	06/04/2020	Paper Check	\$24,928.04
46557	Maria I. Quiroz	06/04/2020	Paper Check	\$1,400.00
46558	Mission Linen & Uniform	06/04/2020	Paper Check	\$4,608.30
46559	NCS Pearson	06/04/2020	Paper Check	\$143.50
46560	National Restaurant Supply	06/04/2020	Paper Check	\$65,804.49
46561	Ncs Pearson, Inc	06/04/2020	Paper Check	\$914.03
46562	Office Depot	06/04/2020	Paper Check	\$514.10
46563	Price's Creameries	06/04/2020	Paper Check	\$4,757.78
46564	R. T. C., Inc.	06/04/2020	Paper Check	\$1,392.00
46565	Riverside Insights	06/04/2020	Paper Check	\$167.24
46566	Sarah Aguilar Perez	06/04/2020	Paper Check	\$6,860.00



## Issued Checks

46567	Spectrum Technologies	06/04/2020	Paper Check	\$956.00
46568	Sports Supply Group, Inc.	06/04/2020	Paper Check	\$531.92
46569	Sun Valley Equipment Sales	06/04/2020	Paper Check	\$524.23
46570	TASA	06/04/2020	Paper Check	\$350.00
46571	TASA	06/04/2020	Paper Check	\$350.00
46572	TASA	06/04/2020	Paper Check	\$350.00
46573	Wholesale Lumber of Fabens LLC	06/04/2020	Paper Check	\$25.47
46574	ATPE	06/04/2020	Paper Check	\$1,116.00
46575	American Heritage Life	06/04/2020	Paper Check	\$60.46
46576	First Financial Administrators	06/04/2020	Paper Check	\$6,364.50
46577	First Financial Administrators	06/04/2020	Paper Check	\$59,154.67
46578	Met Life Insurance Company	06/04/2020	Paper Check	\$73.22
46579	Pre-Paid Legal Services	06/04/2020	Paper Check	\$15.96
46580	Region XIII Education Service Center	06/04/2020	Paper Check	\$390.00
46581	Sports Supply Group, Inc.	06/04/2020	Paper Check	\$1,390.00
46582	Stuart C. Cox, Trustee	06/04/2020	Paper Check	\$300.40
46583	TCG Administrators	06/04/2020	Paper Check	\$157.50
46584	TIVA	06/04/2020	Paper Check	\$30.00
46585	TSTA	06/04/2020	Paper Check	\$1,910.56
46586	Texas Aft/Peg	06/04/2020	Paper Check	\$70.00
46587	Texas Teachers	06/04/2020	Paper Check	\$435.00
46588	Unum Life Insurance Co Unum/Provident	06/04/2020	Paper Check	\$464.22
46589	Office Depot	06/04/2020	Paper Check	\$69.99
46590	Marcela Licerio	06/04/2020	Paper Check	\$94.72
46591	Corina Ruiz	06/04/2020	Paper Check	\$250.00
46592	Nancy Gonzalez	06/04/2020	Paper Check	\$18.99
46593	dB Audio USA, LLC	06/08/2020	Paper Check	\$4,500.00
46594	Academic Therapy Publications	06/11/2020	Paper Check	\$225.50
46595	American Refrigeration Supplies	06/11/2020	Paper Check	\$126.63
46596	B & H Photo Video	06/11/2020	Paper Check	\$26.56
46597	Barnes & Noble College Booksellers, Inc.	06/11/2020	Paper Check	\$72.00
46598	Dale Boren's Service Supply, Inc.	06/11/2020	Paper Check	\$107.70
46599	Edward Saucedo & Son Co Inc	06/11/2020	Paper Check	\$114.00
46600	FABENS QUICK LUBE, LLC	06/11/2020	Paper Check	\$185.50
46601	Fabens Oil Co.	06/11/2020	Paper Check	\$492.08
46602	Gloria Maria Martinez	06/11/2020	Paper Check	\$637.50
46603	Hercules Industries, Inc.	06/11/2020	Paper Check	\$61.03
46604	Home Depot Credit Services	06/11/2020	Paper Check	\$139.88
46605	Jones School Supply, Inc	06/11/2020	Paper Check	\$99.75



## Issued Checks

46606	Maria I. Quiroz	06/11/2020	Paper Check	\$700.00
46607	Pro-Ed Inc	06/11/2020	Paper Check	\$269.50
46608	Professional Document System	06/11/2020	Paper Check	\$208.00
46609	RedGear LLC	06/11/2020	Paper Check	\$8,308.00
46610	School Specialty	06/11/2020	Paper Check	\$38.98
46611	Watson Pest Management	06/11/2020	Paper Check	\$8,555.00
46612	Winsupply S El Paso TX Co.	06/11/2020	Paper Check	\$500.00
46613	dB Audio USA, LLC	06/11/2020	Paper Check	\$4,500.00
46614	Eduardo Placencia, Jr.	06/11/2020	Paper Check	\$150.00
46615	Fernando Medina	06/11/2020	Paper Check	\$150.00
46616	Manuel Guillermo Reyes	06/11/2020	Paper Check	\$150.00
46617	R. T. C., Inc.	06/11/2020	Paper Check	\$1,392.00
46620	Juan Jose Garcia	06/11/2020	Paper Check	\$150.00
46621	Barnes And Nobles #2744	06/18/2020	Paper Check	\$32.74
46622	Charles E. Brown	06/18/2020	Paper Check	\$229.17
46623	Dunn Edwards Corporation	06/18/2020	Paper Check	\$150.83
46624	El Paso County Water Dist #4	06/18/2020	Paper Check	\$14,430.39
46625	El Paso I.S.D. Career & Technology Education	06/18/2020	Paper Check	\$10,000.00
46626	El Paso ISD	06/18/2020	Paper Check	\$1,090.94
46627	Friedman Recycling Co., Inc.	06/18/2020	Paper Check	\$494.00
46628	Interstate Battery Systems Of El Paso	06/18/2020	Paper Check	\$143.90
46629	Interstate Battery Systems Of El Paso	06/18/2020	Paper Check	\$103.95
46630	Intlmed	06/18/2020	Paper Check	\$906.85
46631	J. W. Pepper & Son, Inc.	06/18/2020	Paper Check	\$13.75
46632	Jerry V. Knoepfel	06/18/2020	Paper Check	\$591.66
46633	Magazine Subscription Service Agency	06/18/2020	Paper Check	\$237.21
46634	Mission Linen & Uniform	06/18/2020	Paper Check	\$1,318.20
46635	Office Depot	06/18/2020	Paper Check	\$2,746.52
46636	Party World	06/18/2020	Paper Check	\$250.75
46637	RedGear LLC	06/18/2020	Paper Check	\$5,328.62
46638	Region Xix Esc	06/18/2020	Paper Check	\$20,000.00
46639	S & S Welding	06/18/2020	Paper Check	\$320.00
46640	SHI-Government Solutions, Inc	06/18/2020	Paper Check	\$9,180.60
46641	School Specialty	06/18/2020	Paper Check	\$269.04
46642	Skyy Wear Printing & Supplies LLC	06/18/2020	Paper Check	\$3,850.00
46643	Spectrum Technologies	06/18/2020	Paper Check	\$956.00
46644	Sun Valley Equipment Sales	06/18/2020	Paper Check	\$790.46
46645	Texas State University	06/18/2020	Paper Check	\$200.00
46648	First Financial Administrators	06/18/2020	Paper Check	\$16,239.50



Issued Checks

46649	Olivas Music	06/18/2020	Paper Check	\$367.50
46650	Stuart C. Cox, Trustee	06/18/2020	Paper Check	\$300.40
46651	TCG Administrators	06/18/2020	Paper Check	\$78.75
46652	Uil-Region 22	06/18/2020	Paper Check	\$150.00
46653	El Paso County Water Dist #4	06/18/2020	Paper Check	\$13,430.39
46654	A & M Awards	06/18/2020	Paper Check	\$15.00
46655	Anderson's	06/25/2020	Paper Check	\$781.31
46656	Autozone	06/25/2020	Paper Check	\$239.98
46657	Brady Industries of Texas, LLC	06/25/2020	Paper Check	\$1,089.50
46658	Bureau Of Education & Research	06/25/2020	Paper Check	\$447.00
46659	Dale Boren's Service Supply, Inc.	06/25/2020	Paper Check	\$495.00
46660	Ecs Learning Systems, Inc.	06/25/2020	Paper Check	\$3,910.42
46661	El Paso Electric Co	06/25/2020	Paper Check	\$23,330.60
46662	El Paso ISD	06/25/2020	Paper Check	\$142.43
46663	Frontline Education	06/25/2020	Paper Check	\$8,100.00
46664	HOTSHOTS BY LOMELI'S PHOTOS	06/25/2020	Paper Check	\$1,295.00
46665	Keys Are Us Lock & Safe	06/25/2020	Paper Check	\$100.00
46666	O'Reilly Auto Parts	06/25/2020	Paper Check	\$376.61
46667	Office Depot	06/25/2020	Paper Check	\$8,692.11
46668	Rank One Sport	06/25/2020	Paper Check	\$1,000.00
46669	Region Xix Esc	06/25/2020	Paper Check	\$10,050.25
46670	Safari Medical Devices	06/25/2020	Paper Check	\$1,282.20
46671	Sarah Aguilar Perez	06/25/2020	Paper Check	\$1,435.00
46672	School Health Corporation	06/25/2020	Paper Check	\$631.25
46673	Sharon Wells Mathematics Curriculum, Inc.	06/25/2020	Paper Check	\$10,850.00
46674	Sports Supply Group, Inc.	06/25/2020	Paper Check	\$3,270.00
46675	Sun Valley Equipment Sales	06/25/2020	Paper Check	\$18.57
46676	TASB	06/25/2020	Paper Check	\$390.00
46677	Labatt Food Service	06/25/2020	Paper Check	\$19,765.31
46678	Price's Creameries	06/25/2020	Paper Check	\$2,866.35
46679	MCI	06/25/2020	Paper Check	\$57.06
46680	Mci Comm Service	06/25/2020	Paper Check	\$34.72
46681	Olivas Music	06/25/2020	Paper Check	\$367.50
46682	Sierra Springs	06/25/2020	Paper Check	\$37.88
46683	Texas Gas Service	06/25/2020	Paper Check	\$4,403.36
46684	Verizon Business	06/25/2020	Paper Check	\$75.68
46685	Windstream Communications C/o Bank Of America, Na	06/25/2020	Paper Check	\$666.69
46686	Windstream Corporation	06/25/2020	Paper Check	\$3,183.70
46687	El Paso County Tax Assessor & Collector	06/30/2020	Paper Check	\$127.50

**Issued Checks**

<b>Issued Checks SubTotal</b>	<b>\$ 460,134.97</b>
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Voided Checks

Voided Checks

<u>Check Number</u>	<u>Payee</u>	<u>Check Date</u>	<u>Void Date</u>	<u>Payment Type</u>	<u>Amount</u>
46624	El Paso County Water Dist #4	06/18/2020	06/18/2020	Paper Check	\$ 14,430.39
Voided Checks SubTotal					\$ 14,430.39
Net Amount					\$ 445,704.58

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP

ATTORNEYS AT LAW  
1517 WEST FRONT STREET  
SUITE 202  
TYLER, TEXAS 75702

512/447-6675 EXT. 3804  
FAX 512/447-2433

April 23, 2020

Ms. Yvonne Coupland  
Chief Business Officer  
Fabens Independent School District  
P.O. Box 697  
Fabens, TX 79838

Dear Ms. Coupland:

As previously notified, we filed an appeal of the Comptroller's Property Tax Assistance Division 2019 Property Value Study for Fabens Independent School District on March 23, 2020. The appeal was the result of gathering evidence to correct the Comptroller's estimates of the district's available taxable wealth (self-report). Since filing the appeal, we have also completed filing additional evidence requested by their staff where needed.

As you will note on the enclosed final 2019 ISD Summary Worksheet, the preliminary local tax roll value has been reduced for adjustments requested in the appeal. The original finding of \$207,779,404 reported to the Texas Education Agency in February 2020, will be reduced to \$206,081,440. This results in a value reduction of \$1,697,964.

We appreciate the opportunity to represent your district in correcting the Comptroller's Property Value Study and hope that the results of the appeal will allow us to continue our representation for future studies. If you have any questions or desire further information, please do not hesitate to contact me direct at 512-634-3804, toll free at 800-262-7229 ext. 3804, or email [robby.harbuck@lgbs.com](mailto:robby.harbuck@lgbs.com).

Sincerely,



Robby Harbuck, RPA  
Director  
Property Value Study Appeals Division

Enclosure

CC: Carmen Perez, LGB&S  
Jose Padilla, LGB&S

# COMPTROLLER OF PUBLIC ACCOUNTS - PROPERTY TAX ASSISTANCE DIVISION

## 2019 ISD SUMMARY WORKSHEET

071-EI Paso

071-903-02/Fabens ISD

CATEGORY	LOCAL TAX ROLL VALUE	2019 WTD MEAN RATIO	2019 PTAD VALUE ESTIMATE	2019 VALUE ASSIGNED
A. SINGLE-FAMILY RESIDENCES	139,482,642	N/A	139,482,642	139,482,642
B. MULTIFAMILY RESIDENCES	5,812,277	N/A	5,812,277	5,812,277
C1. VACANT LOTS	3,661,361	N/A	3,661,361	3,661,361
C2. COLONIA LOTS	9,165	N/A	9,165	9,165
D1. QUALIFIED AG LAND	12,218,454	N/A	12,265,308	12,218,454
D2. REAL PROP:FARM & RANCH	1,008,343	N/A	1,008,343	1,008,343
E. REAL PROP NONQUAL ACREAGE	21,793,911	N/A	21,793,911	21,793,911
F1. COMMERCIAL REAL	27,519,308	N/A	27,519,308	27,519,308
F2. INDUSTRIAL REAL	4,447,222	N/A	4,447,222	4,447,222
G. OIL,GAS,MINERALS	0	N/A	0	0
J. UTILITIES	25,283,690	N/A	25,283,690	25,283,690
L1. COMMERCIAL PERSONAL	43,227,847	N/A	43,227,847	43,227,847
L2. INDUSTRIAL PERSONAL	61,230	N/A	61,230	61,230
M. MOBILE HOMES	8,440,555	N/A	8,440,555	8,440,555
N. INTANGIBLE PERSONAL PROP	0	N/A	0	0
O. RESIDENTIAL INVENTORY	922,538	N/A	922,538	922,538
S. SPECIAL INVENTORY	0	N/A	0	0
<b>SUBTOTAL</b>	<b>293,888,543</b>		<b>293,935,397</b>	<b>293,888,543</b>
<b>LESS TOTAL DEDUCTIONS</b>	<b>87,807,103</b>		<b>87,807,103</b>	<b>87,807,103</b>
<b>TOTAL TAXABLE VALUE</b>	<b>206,081,440</b>		<b>206,128,294</b>	<b>206,081,440</b>

THE TAXABLE VALUES SHOWN HERE WILL NOT MATCH THE VALUES REPORTED BY YOUR APPRAISAL DISTRICT

SEE THE ISD DEDUCTION REPORT FOR A BREAKDOWN OF DEDUCTION VALUES

GOVERNMENT CODE SUBSECTIONS 403.302 (J) AND (K) REQUIRE THE COMPTROLLER TO CERTIFY ALTERNATIVE MEASURES OF SCHOOL DISTRICT WEALTH. THESE MEASURES ARE REPORTED FOR TAXABLE VALUES FOR MAINTENANCE AND OPERATIONS (M&O) TAX PURPOSES AND FOR INTEREST AND SINKING FUND (I&S) TAX PURPOSES. FOR DISTRICTS THAT HAVE NOT ENTERED INTO VALUE LIMITATION AGREEMENTS, T1 THROUGH T4 WILL BE THE SAME AS T7 THROUGH T10.

### VALUE TAXABLE FOR M&O PURPOSES

T1	T2	T3	T4
214,799,875	206,081,440	214,799,875	206,081,440
LOSS TO THE ADDITIONAL \$10,000 HOMESTEAD EXEMPTION		50% OF THE LOSS TO THE LOCAL OPTIONAL PERCENTAGE HOMESTEAD EXEMPTION	
8,718,435		0	

T1 = SCHOOL DISTRICT TAXABLE VALUE FOR M&O PURPOSES BEFORE THE LOSS TO THE ADDITIONAL \$10,000 HOMESTEAD EXEMPTION

T2 = SCHOOL DISTRICT TAXABLE VALUE FOR M&O PURPOSES AFTER THE LOSS TO THE ADDITIONAL \$10,000 HOMESTEAD EXEMPTION AND THE TAX CEILING REDUCTION

T3 = T1 MINUS 50% OF THE LOSS TO THE LOCAL OPTIONAL PERCENTAGE HOMESTEAD EXEMPTION

T4 = T2 MINUS 50% OF THE LOSS TO THE LOCAL OPTIONAL PERCENTAGE HOMESTEAD EXEMPTION

Version: W

Report Executed On:

4/16/2020 6:30:56 PM

COMPTROLLER OF PUBLIC ACCOUNTS - PROPERTY TAX ASSISTANCE DIVISION

2019 DEDUCTION DETAIL

071-EI Paso

071-903-02/Fabens ISD

CATEGORY	LOCAL TAX ROLL VALUE	2019 WTD MEAN RATIO	2019 PTAD VALUE ESTIMATE	2019 VALUE ASSIGNED
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VALUE TAXABLE FOR I&S PURPOSES

T7	T8	T9	T10
214,799,875	206,081,440	214,799,875	206,081,440

T7 = SCHOOL DISTRICT TAXABLE VALUE FOR I&S PURPOSES BEFORE THE LOSS TO THE ADDITIONAL \$10,000 HOMESTEAD EXEMPTION

T8 = SCHOOL DISTRICT TAXABLE VALUE FOR I&S PURPOSES AFTER THE LOSS TO THE ADDITIONAL \$10,000 HOMESTEAD EXEMPTION AND THE TAX CEILING REDUCTION

T9 = T7 MINUS 50% OF THE LOSS TO THE LOCAL OPTIONAL PERCENTAGE HOMESTEAD EXEMPTION

T10 = T8 MINUS 50% OF THE LOSS TO THE LOCAL OPTIONAL PERCENTAGE HOMESTEAD EXEMPTION

THE PVS FOUND YOUR LOCAL VALUE TO BE VALID, AND LOCAL VALUE WAS CERTIFIED

**COMPTROLLER OF PUBLIC ACCOUNTS - PROPERTY TAX ASSISTANCE DIVISION**

**2019 ISD SUMMARY WORKSHEET**

071-903-02/Fabens ISD

<b>DEDUCTIONS ALLOWED IN PVS</b>	<b>LOCAL VALUE</b>	<b>PTAD VALUE</b>	<b>ASSIGNED VALUE</b>
Homestead - State-Mandated Homestead Exemption	30,198,435	30,198,435	30,198,435
Homestead - State-Mandated Over-65 or Disabled \$10,000	5,091,315	5,091,315	5,091,315
Homestead - 100% Disabled or Unemployable Veterans	1,305,204	1,305,204	1,305,204
Homestead - Disabled Veterans and Surviving Spouse	218,814	218,814	218,814
Homestead - Over-65 or Disabled Freeze Loss	10,088,022	10,088,022	10,088,022
Homestead - 10% Appraisal Cap Loss	12,778,732	12,778,732	12,778,732
Freeport	26,411,732	26,411,732	26,411,732
Pollution Control	0	0	0
Difference Between Taxable and Limited Value for Chapter 313 Value Limitation Agreement	0	0	0
Tax Increment Financing	0	0	0
Low Income Housing, Counties Under 1.8 Million Pop	0	0	0
Solar and Wind-Powered	0	0	0
Deferred Taxes	1,608,234	1,608,234	1,608,234
Prorations	0	0	0
Home Donated by Charity to Disabled Veterans	0	0	0
Disaster Reappraisal Market Value Adjustment	0	0	0
Homestead - Surviving Spouse 100% Disabled	106,615	106,615	106,615
Homestead - Surviving Spouse Service Member KIA	0	0	0
Homestead - Surviving Spouse First Responder LOD	0	0	0
<b>TOTAL DEDUCTIONS ALLOWED IN PVS</b>	<b>87,807,103</b>	<b>87,807,103</b>	<b>87,807,103</b>





Yvonne Coupland &lt;ycoupland@fabensisd.net&gt;

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**Fabens Texas Ethics Form 1295**

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Yvonne Coupland &lt;ycoupland@fabensisd.net&gt;

Fri, Jun 26, 2020 at 4:05 PM

To: Terri Rodriguez &lt;terrirod@fabensisd.net&gt;, Veronica Vijil &lt;vvijil@fabensisd.net&gt;

Hello Ms. Terri and Dr. Vijil,

I spoke with Robby from **Linebarger Goggan Blair & Sampson, LLP**, regarding the contract for renewal. Robby let me know that we do not have a contract renewal to submit as it automatically renews unless we choose to cancel the services with them. Last year, he said we made a change in the contract and it is why we had to sign a new one. I am not sure as I didn't handle this piece last year, but maybe we added Dr. Vijil and myself as contacts, not sure.

As far as the study, preliminary student, if you like we can provide the information from them to the board, however, the true study and findings will be delayed this year due to COVID and HB3. Last year we presented that to the board in September and Robby said he will think he can have that ready by September, but right now everything seems as it will be delayed a bit.

Thanks.

Yvonne

[Quoted text hidden]

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 **ISDnotify\_categoryappealresults\_19appeal\_LTR\_042320\_letter\_Fabens ISD.pdf**  
2276K

**FABENS ISD**  
**BUDGET AMENDMENTS**  
**MONTH OF JULY 2020**

Transfer From	Reduce	Increase	Transfer To	Reason Budget is Available to transfer to other functions
Function 81	\$ (12,150.00)	\$ 12,150.00	Function 53	Expense budgeted will not be realized
Function 52 (obj 6142)	\$ (5,000.00)	\$ 5,000.00	Function 53	Fewer than projected employees enrolled in health insurance benefits
Function 52 (obj 6112)	\$ (5,000.00)	\$ 5,000.00	Function 53	Subs will not be used for remainder of fiscal year
Function 23 (Obj 6112)	\$ (50,000.00)	\$ 30,000.00 \$ 20,000.00	Function 51 Function 53	Subs will not be used for remainder of fiscal year
<b>TOTAL BUDGET AMENDM</b>	<b>\$ (72,150.00)</b>	<b>\$ 72,150.00</b>		

**NOTES:**

\*\*impact to budget is zero dollars. Fabens is solely allocating budget to different functions.

**PURPOSE OF AMENDMENTS:**

Due to the COVID-19 Pandemic the areas of operations requiring additional resources are Maintenance (function 51) and the Print Shop (function 53) in order to close out final year end activities and prepare campuses for the upcoming academic year.

Function 51: Has spent its normal operating costs for additional cleaning and safety supplies required.  
Function 52: Has utilized its normal operating supplies on additional copies required for at home instruction therefore resulting in overage costs in the area of printing contracts and printing maintenance to include additional ink and paper supplies.





FABENS INDEPENDENT SCHOOL DISTRICT  
09-01-20 to 09-01-21  
Renewal Proposal

James E Brundage, CIC,CSRM  
Cristy Urquidi, CISR  
Date Prepared: July 9, 2020





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## About USI Insurance Services

USI is one of the largest brokerage and consulting firms in the world, delivering property and casualty, employee benefits, personal risk, program and retirement solutions to large risk management clients, middle market companies, smaller firms and individuals. Headquartered in Valhalla, New York, USI connects together over 6,000 industry leading professionals across more than 150 offices to serve clients' local, national and international needs. USI has become a premier insurance brokerage and consulting firm by leveraging the USI ONE Advantage®, an interactive platform that integrates proprietary and innovative client solutions, networked local resources and expertise, and enterprise-wide collaboration to deliver customized results with positive, bottom line impact. USI attracts [best-in-class industry talent](#) with a long history of deep and continuing investment in our [local communities](#). For more information, visit [usi.com](#).

### The USI ONE Advantage®

What truly distinguishes USI as a leading middle market insurance brokerage and consulting firm is the USI One Advantage, a game-changing value proposition that delivers clients a robust set of risk management and benefit solutions and exclusive resources with financial impact. USI ONE™ represents **Omni, Network, Enterprise**—the three key elements that create the USI ONE Advantage and set us apart from the competition.



#### ***Omni – USI's Proprietary Analytics***

Omni, which means "all," is USI's one-of-a-kind solutions platform—real time, interactive, dynamic and evolving, and customized for each client. Built in-house by USI subject matter experts, Omni captures the experience of more than 100,000 clients, thousands of professionals and over 100 years of business activity through our acquired agencies into targeted, actionable solutions.

#### ***Network – USI's Local and National Resources***

USI has made a very large investment in local resources and technical expertise, with more than 6,000 professionals networked nationally to build strong vertical capabilities and integrated account teams. Our local and regional experts ensure account team availability, hands-on service, and ongoing diligent follow-through so we can deliver on the solutions we customize for our clients.

#### ***Enterprise – USI's Team Based Strategic Planning***

USI's enterprise planning is a disciplined, focused, analysis centered on our client's issues and challenges. Highly consultative meetings integrate USI's Omni analytics with our broad resource network to build a risk management strategy aligned with client business needs. Our enterprise process is a proven method for identifying, quantifying and minimizing client risk exposures.

The USI ONE Advantage—our **Omni** knowledge engine, with our **Network** of local and national resources, delivered to our clients through our **Enterprise** planning process gives USI fundamentally different solutions, the resources to deliver, and a process to bring superior results to our clients.

## Service Team

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USI Southwest, Inc.  
2505 E. Missouri Ave., El Paso, TX 79903  
(915) 544-3111    [www.usi.com](http://www.usi.com)

### Sales Executive

Your **Sales Executive** is *James E Brundage*

Direct Number: (915) 534-9457

E-Mail: [James.Brundage@usi.com](mailto:James.Brundage@usi.com)

### Account Manager

Your **Lead Account Manager** is *Cristy Urquidi*

Direct Number: (915) 534-9456

E-Mail: [Cristy.Urquidi@usi.com](mailto:Cristy.Urquidi@usi.com)

### Claims Department

Your **Claims Specialist** is Randy Studdard at USI Insurance

USI Phone Number: (915) 534-9476

E-Mail: [Randall.studdard@usi.com](mailto:Randall.studdard@usi.com)

Your **Claims Manager** is Mike Rogers at USI Insurance

USI Phone Number: (915) 534-9463

E-Mail: [Mike.rogers@usi.com](mailto:Mike.rogers@usi.com)

## Premium Summary

Coverage	TAPS CAS Expiring	PCAT CAS Renewal Option 2
Property	\$159,516	\$176,024
Inland Marine	Included	Included
General Liability	\$1,551	\$1,567
Automobile	\$19,834	\$22,211
Crime	Included	Included
Cyber Liability	\$1,373	\$1,510
Educators Legal Liability	\$7,380	\$7,456
Workers Compensation – 2yr of 5yr	\$57,057	\$70,200
<b>Total Annual Premium</b>	<b>\$246,711</b>	<b>\$278,968</b>

### Changes:

- Property: Values increased from \$102,421,800 to \$102,710,044
- Auto: Added 1 unit
- Workers Compensation: Payrolls increased from \$13,056,535 to \$16,063,991

### Binding Requirements:

- "Client Authorization to Bind" signed by the insured
- Signed A.M. Best JUA and Unrated Notification – PCAT/ CAS
- Signed Statement of Values
- Signed Fleet Schedule
- Signed CAS Renewal Addendum
- Signed PCAT Interlocal Agreement
- Signed PCAT Auto Forms

### Payment Terms:

- CAS – Full Payment (Direct Bill)
- PCAT – Full Payment (Agency Bill)

### Note:

In evaluating your exposure to loss, we have been dependent upon information provided by you. If there are other areas that need to be evaluated prior to binding of coverage, please bring these areas to our attention. Should any of your exposures change after coverage is bound, such as your beginning new operation, hiring employees in new states, buying additional property, etc., please let us know so proper coverage(s) can be discussed.

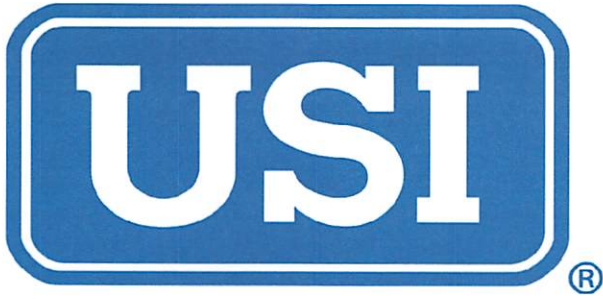
Higher limits may be available. Please contact us if you would like a quote for higher limits.



## Property Casualty Alliance of Texas - PCAT

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## 2020 Coverage Summary

### Fabens ISD

PCAT 9.1.2020 - 9.1.2022

Coverage	Provider	Valuation	Property Values	Deductible
Property Wind & Hail	PCAT	Replacement Cost Blanket Coverage	\$102,710,044	\$125,000 per occurrence
Property All Other Perils	PCAT	Replacement Cost Blanket Coverage	\$102,710,044	\$10,000 per occurrence
Property Earth Movement	PCAT	Replacement Cost Blanket Coverage	\$1,000,000*	\$10,000 per occurrence
Property - Flood - not Zone A or V	PCAT	Replacement Cost Blanket Coverage	\$1,000,000*	\$100,000 per occurrence

*\* Sublimits included as part of the property values shown above.*

Limits				
Equipment Breakdown	PCAT	Per Accident	\$100,000,000	\$5,000
Cyber Suite Coverage	PCAT	Data Compromise Computer Attack/Extortion Network Security	\$100,000	\$1,000
General Liability	PCAT	Per Occurrence / General Aggregate	\$1,000,000	\$1,000 \$5,000 Law
Educator's Legal Liability	PCAT	Claims Made & Reported	\$1,000,000	\$5,000
Auto Liability	PCAT	Per Accident	\$100/\$300/\$100	\$1,000
Auto Physical Damage	PCAT	Actual Cash Value	See Schedule	\$1,000

## Additional Property Coverages

### Limits

*All are Sublimits included as part of the property values and are subject to the deductibles shown or selected.*

Accounts Receivable	\$ 250,000
Arson, Theft and Vandalism Rewards	\$ 25,000
Back-up of Sewers, Drains or Sumps	\$ 25,000
Building Ordinance or Law – Blanket	
Demolition Cost & Increased Cost of Construction	\$ 5,000,000
Loss to Undamaged Portion of the Building	Included
Debris Removal	\$ 250,000
Errors & Omissions	\$ 500,000
Extra Expense	\$ 5,000,000
Fire Department Service Charge	\$ 25,000
Fire Extinguishing Equipment Recharge	Included
Flood – Excluding Zones Prefixed A or V – Annual Aggregate	\$ 1,000,000
Foundations and Underground Pipes	\$ 100,000
Inventory & Appraisal	\$ 25,000
Miscellaneous Unnamed Locations	\$ 50,000
Newly Acquired or Constructed Buildings – 180 days	\$ 1,000,000
Outdoor Property	\$ 2,000,000
Outdoors Trees, Shrubs & Plants	\$ 25,000
Personal Effects and Property of Others	\$ 100,000
Personal Property at Newly Acquired or Constructed Buildings – 180 days	\$ 500,000
Pollution Cleanup and Removal	\$ 100,000
Preservation of Property	Included
Spoilage	\$ 100,000
Tenant Glass	\$ 10,000
Theft Damage to Building	Included
Underground Water Seepage	\$ 25,000
Utilities Services – Direct Damage	\$ 50,000
Valuable Papers and Records	\$ 50,000

## Inland Marine Coverages

### Limits

### Deductible

*All are Sublimits included as part of the property values and are subject to the deductibles listed.*

Audio Visual Equipment	\$ 100,000	\$ 5,000
Band Equipment, Uniforms, & Musical Instruments	\$ 500,000	\$ 1,000
Electronic Data Processing Equipment	\$ 2,000,000	\$ 5,000
Media & Data	Included	
Fine Arts	\$ 25,000	\$ 1,000
Miscellaneous Equipment (includes Mobile Equipment)	\$ 500,000	\$ 1,000
Personal Effects and Property of Others – Off Premises	\$ 100,000	\$ 1,000
Personal Property In Transit	\$ 50,000	\$ 1,000
Property Off-Premises	\$ 100,000	\$ 1,000

## Crime

	Limits	Deductible
<i>All are Sublimits included as part of the property values and are subject to the deductibles listed.</i>		
Employee Dishonesty	\$ 100,000	\$ 1,000
Money & Securities - Inside the Premises	\$ 50,000	\$ 1,000
Money & Securities - Outside Premises	\$ 50,000	\$ 1,000
Fraudulent Instruction	\$ 50,000	\$ 1,000
Forgery & Alteration	\$ 50,000	\$ 1,000

## Equipment Breakdown

	Limits	Deductible
Equipment Breakdown Limit	\$ 100,000,000	\$ 5,000
Property Damage	Included	
Off Premises Property Damage	\$ 25,000	
Business Income/Extra Expense/Service Interruption	\$ 1,000,000	
Contingent Business Income	\$ 25,000	
Civil Authority	Included	
Perishable Goods	\$ 100,000	
Demolition	\$ 100,000	
Ordinance or Law	\$ 100,000	
Expediting Expenses	\$ 100,000	
Hazardous Substances	\$ 100,000	
Newly Acquired Locations	\$ 1,000,000	
Green	\$ 25,000	
Public Relations	\$ 5,000	



Cyber Suite Coverage	Annual Aggregate Limit	Deductible
All Coverages Combined	\$100,000	\$1,000

**Data Compromise Response Expenses - Included in Annual Aggregate Limit**

Notification to Affected Individuals

Services to Affected Individuals

**Per Occurrence Sublimits:**

Forensic IT Review 50% of Cyber Suite Annual Limit

Legal Review 50% of Cyber Suite Annual Limit

Public Relations Services \$ 5,000

Regulatory Fines and Penalties 50% of Cyber Suite Annual Limit

PCI Fines and Penalties 50% of Cyber Suite Annual Limit

**Computer Attack & Cyber Extortion - Included in Annual Aggregate Limit**

Data Restoration Costs

Data Recreation Costs

System Restoration Costs

**Per Occurrence Sublimits:**

Loss of Business 50% of Cyber Suite Annual Limit

Extended Income Recovery Subject to loss of business sublimit

Public Relations Services \$ 5,000

Cyber Extortion \$ 25,000

Misdirected Payment Fraud \$ 25,000

Computer Fraud \$ 25,000

**Data Compromise Liability - Included in Annual Aggregate Limit**

Defense & Liability

**Network Security Liability - Included in Annual Aggregate Limit**

Defense & Liability

**Electronic Media Liability - Included in Annual Aggregate Limit**

Defense & Liability

## General Liability

	Limits	Deductible
General Aggregate Limit	\$1,000,000	\$ 1,000
Each Occurrence Limit	\$ 1,000,000	\$ 1,000
Damage To Premises Rented To You Limit	\$ 500,000	\$ 1,000
Law Enforcement Liability Limit	\$ 1,000,000	\$ 5,000
Unmanned Aerial Vehicle Aggregate Limit	\$ 100,000	\$ 1,000
Personal and Advertising Injury Limit	\$ 1,000,000	\$ 1,000
Products/Completed Operations Aggregate Limit	\$1,000,000	\$ 1,000

## Employee Benefits Liability

	Limits	Deductible
Claims-Made & Reported Form	Retroactive Date: 9.1.2019	
Each Employee	\$1,000,000	\$ 1,000
Aggregate (Included in General Liability General Aggregate)		

## Educator's Legal Liability

	Limits	Deductible
Claims-Made & Reported Form	Retroactive Date: 9.1.2009	
Coverage A: Professional Educational Services		\$ 5,000
Each Professional Incident	\$1,000,000	
Professional Incident Aggregate	\$1,000,000	
Coverage B: Employment-Practices Liability		\$ 5,000
Each Employment Incident	Combined with Coverage A	
Employment Incident Aggregate	Combined with Coverage A	
Coverage C: Non-Pecuniary Defense		\$ 5,000
Defense Reimbursement	\$100,000	
Defense Reimbursement Aggregate	\$300,000	

## Auto Liability

	Limits	Deductible
Bodily Injury - per person	\$ 100,000	
Bodily Injury - per accident	\$ 300,000	\$ 1,000
Property Damage - per accident	\$ 100,000	
Non-owned & Hired Liability	BI / PD Limit	

## Auto Physical Damage

	Limits	Deductible
Comprehensive & Collision Coverage Including Flood, except in Zones Prefixed A or V	ACV	\$ 1,000
Newly Acquired Vehicles	ACV	\$ 1,000
Garagekeepers Legal Liability	\$ 50,000	\$ 1,000
Hired Car Physical Damage	\$ 100,000	\$ 1,000

## Vehicle Coverage

Automobile Liability and/or Physical Damage coverage is provided for all vehicles shown on the attached schedule. If changes to your schedule need to be made, advise your PCAT Representative before the beginning of the Participation Period. Adjustments to the schedule will be made and an Amended Auto Coverage Form will be issued. **Any vehicle owned prior to the Participation Period but not on the schedule may not be covered.**

## Newly Acquired Vehicles

Vehicles obtained after the beginning of the Participation Period are automatically covered for the same limits and deductibles as other like-type vehicles. However, if the number of vehicles added exceed 5% of the total number of covered vehicles, then an additional Contribution as determined will be due for the pro-rated coverage period.

# Terms & Conditions

## General Terms

1. The proposed contributions and coverage include package discounts. Therefore, all proposed coverages must be accepted as a package.
2. This proposal is summary only. Please consult all applicable agreements and coverage documents for a complete explanation of the coverages, conditions and exclusions.
3. If this proposal is based upon an incomplete application, terms and pricing may change if the completed application reveals new underwriting concerns.
4. This proposal is based upon no deterioration in property losses prior to binding. If a Named Storm has entered the Gulf of Mexico, binding or increasing coverage is not allowed without written approval from North American Solutions.
5. This proposal is rescinded if a RFP is issued by the school district or college subsequent to the date that this proposal is offered.
6. Coverage begins at 12:01 am on the effective date and ends at 12:01 am on the expiration date.
7. Property coverage will apply on the condition that the Member give us notice of any Loss as soon as possible, but in no event more than 365 days from the date of the Occurrence.
8. Roof coverings to be ACV if originally installed or last fully replaced more than 20 years from the date of loss.
9. This quote expires on **8/8/2020**

## Multi-Year Coverage

1. This proposal includes multi-year coverage terms as specified in the PCAT Multi-Year Interlocal Addendum.

## Automobiles

1. Automobile Liability coverage does not extend to 15 Passenger Vans “while transporting students.”
2. A contracted school bus driver who is not a district employee is not considered a covered Member.

## Annual Adjustments

1. Contributions are adjusted annually based on updated exposures for Property and Contents, Automobiles and Average Daily Attendance.
2. Contributions may be adjusted annually per the PCAT Multi-Year Interlocal Addendum.

## Proposal Contingencies (the following must be received prior to binding)

1. Signed coverage applications.

## Claims Administrative Services – (CAS)

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### WORKERS COMPENSATION

#### Limits of Liability

Coverages	Limits
Employers Liability – Each Accident	\$3,000,000
Employers Liability – Disease Policy Limit	\$1,000,000
Employers Liability – Disease Each Employee	\$1,000,000
Statutory	

#### Payrolls

2019-2020	2020-2021
\$13,056,535	\$16,063,991



## USI Disclosures

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**Direct Bill DISCLOSURE:** The Insurance Company operates independently for the financing of your insurance premium. Your agreement to finance this premium is directly with the insurance company and not USI Insurance Services.

If payment is not received by the due date, the insurance company could cancel your insurance policy(s) for non-payment of premium. The insurance company has the right to honor the cancellation date and **NOT** offer reinstatement or rewrite the insurance coverage.

We are not in a position to make monthly reminders or verify that your payment was received. Please take the necessary action to avoid possible cancellation of your insurance policy(s) which you are paying directly to the insurance company.

**Reviewing Client Contracts DISCLOSURE:** As a service to our clients, upon their request, USI will review those portions of your contract regarding the insurance and indemnity requirements as they relate to your insurance program and provide comments and/or recommendations based upon such review. This service should not be taken as legal advice and it does not replace the need for review by the insured's own legal counsel.



# USI Privacy Notice

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## **Our Privacy Promise to You**

USI provides this notice to you, our customer, so that you will know what we will do with the personal information, personal financial and health information (collectively referred to as the “protected information”) that we may receive from you directly or receive from your health care provider or receive from another source that you have authorized to send us your protected information. We at USI are concerned about your privacy and assure you that we will do what is required of us to safeguard your protected information.

## **What types of information will we be collecting?**

USI collects information from you required both for our business and pursuant to regulatory requirements. Without it, we cannot provide our products and services for you. We will be collected protected information about you from:

- Applications or other forms, such as name, address, Social Security number, assets and income, employment status and dependent information;
- Your transactions with us or your transactions with others, such as account activity, payment history, and products and services purchased;
- Consumer reporting agencies, such as credit relationships and credit history. These agencies may retain their reports and share them with others who use their services;
- Other individuals, businesses and agencies, such as medical and demographic information; and
- Visitors to our websites, such as information from on-line forms, site visitorship data and on-line information collection devices, commonly called “cookies.”

## **What will we do with your protected information?**

The information USI gathers is shared within our company to help us maximize the services we can provide to our customers. We will only disclose your protected information as is necessary for us to provide the insurance products and services you expect from us. USI does not sell your protected information to third parties, nor does it sell or share customer lists.

We may also disclose all of the information described above to third parties with which we contract for services. In addition, we may disclose your protected information to medical care institutions or medical professionals, insurance regulatory authorities, law enforcement or other government authorities, or to affiliated or nonaffiliated third parties as is reasonably necessary to conduct our business or as otherwise permitted by law.

## **Our Security Procedures**

At USI, we have put in place the highest measures to ensure the security and confidentiality of customer information. We will handle the protected information we receive by restricting access to the protected information about you to those employees and agents of ours who need to know that information to provide you with our products or services or to otherwise conduct our business, including actuarial or research studies. Our computer database has multiple levels of security to protect against threats or hazards to the integrity of customer records, and to protect against unauthorized access to records that may harm or inconvenience our customers. We maintain physical, electronic, and procedural safeguards that comply with federal and state regulations to safeguard all of your protected information.

## **Our Legal Use of Information**

We retain the right to use ideas, concepts, know-how, or techniques contained in any nonpublic personal information you provide to us for our own purposes, including developing and marketing products and services.

## **Your Right to Review Your Records**

You have the right to review the protected information about you relating to any insurance or annuity product issued by us that we could reasonably locate and retrieve. You may also request that we correct, amend or delete any inaccurate information by writing to us at the above address.



## A.M. Best JUA and Unrated Notification

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The events of 2001 have brought many changes and challenges to the international insurance market. These changes in the market have affected the ability of all brokers to locate insurance coverage at a scope and cost of insurance placed in prior years. In addition, insurance carriers have suffered significant losses that may jeopardize their financial stability.

As a matter of policy, USI endeavors to obtain quotations and indications from insurance companies who meet or exceed the USI minimum guidelines for A.M. Best Ratings of companies. Due to the current insurance market conditions, USI has increased its minimum standard for insurers to A-. A.M. Best's current rating scale is attached.

USI bases its guidelines upon ratings issued by A.M. Best company ("Best"). Best is a recognized publisher of information concerning insurer financial conditions. It rates insurers based on many factors, including financial stability. An insurance company's financial condition, can of course, affect its ability to pay claims.

You are insured with CAS. However, CAS is not rated by Best. We are providing you with this information so you can make an informed buying decision as to whether you wish to place your coverage with State Fund.

Please sign below and return to us to acknowledge your agreement to placement with CAS.

If you would prefer to explore possible placement with another carrier, please contact our office immediately. Please be advised that another carrier may have more restrictive terms, increased premium, increased deductibles or other terms not present with your current carrier.

**AGREED TO:**

**Fabens Independent School District**

\_\_\_\_\_  
(Title – Must be Corporate Officer)

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

Date: \_\_\_\_\_

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Signature Required



| 10

## Insurance Carrier Ratings

As a service to our clients, USI is furnishing an assessment by a financial rating service of the insurance companies included in our proposal. We are including the legends used by this service.

All ratings are subject to periodic review, therefore, it is important to obtain updated ratings from each service. Should you desire further information concerning the financial statements of any of the insurance companies being proposed, so that you can make your own assessment of the financial strength of the companies being offered, it is available from USI at your request.

USI has made no attempt to determine independently the financial capacity of the insurance companies that we are including in our proposal as we believe the nationally recognized services are better equipped to comment.

### A. M. BEST RATINGS

<b>A++ &amp; A+</b>	Superior	<b>D</b>	Poor
<b>A &amp; A-</b>	Excellent	<b>E</b>	Under Regulatory Supervision
<b>B++ &amp; B+</b>	Good	<b>F</b>	In Liquidation
<b>B &amp; B-</b>	Fair	<b>S</b>	Rating Suspended
<b>C++ &amp; C+</b>	Marginal	<b>NR</b>	Not Rated

### FINANCIAL SIZE CATEGORY

(In \$ Thousands)

Class I	Less than	1,000
Class II	1,000	to 2,000
Class III	2,000	to 5,000
Class IV	5,000	to 10,000
Class V	10,000	to 25,000
Class VI	25,000	to 50,000
Class VII	50,000	to 100,000
Class VIII	100,000	to 250,000
Class IX	250,000	to 500,000
Class X	500,000	to 750,000
Class XI	750,000	to 1,000,000
Class XII	1,000,000	to 1,250,000
Class XIII	1,250,000	to 1,500,000
Class XIV	1,500,000	to 2,000,000
Class XV	2,000,000	to or greater

### RATING "NOT ASSIGNED" CLASSIFICATIONS

**NR-1** Insufficient Data

**NR-3** Rating Procedure Inapplicable

**NR-5** Not Formally Followed

**NR-2** Insufficient Size and/or Operating Experience

**NR-4** Company Request



# Client Authorization to Bind

Important Information - Coverage cannot be bound when severe weather is threatening regardless of the expiration date.

After careful consideration of your proposal dated July 9, 2020, we accept your insurance program as presented with the following exceptions, changes, and/or recommendations:

PCAT Quote ☐ Please bind

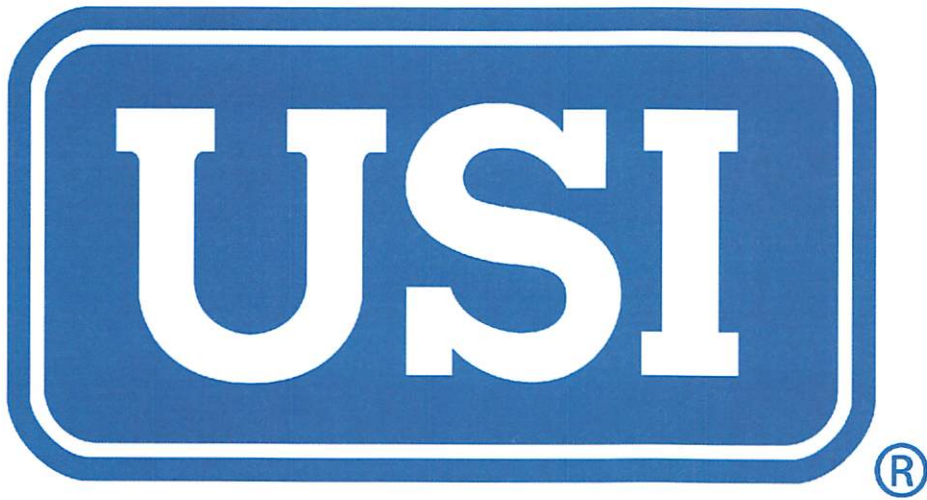
CAS Renewal Quote ☐ Please bind


Client Signature	Date Signed
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Fabens Independent School District

Signature Required





**Fabens ISD**  
**Schedules**



# Property and Equipment Breakdown Schedule

## Fabens ISD

Member Name	Member Number	Building	Bldg #	Address	City	Zip Code	Const	# Story	Year Built	Year Roof Built	Sprinklered	Sq. Ft.	Cost/Sq. Ft.	%	Source	Building Value	Contents Value	Total Value
Fabens ISD	071-903	Fabens High School	1	601 Northeast Ave. G	Fabens	79838	MNC	1	1987			113,420	\$ 160.45		Member	\$ 18,198,000	\$ 2,248,000	\$ 20,446,000
Fabens ISD	071-903	Fabens High School	2	601 Northeast Ave. G	Fabens	79838	NC	1	1996			3,750	\$ 105.87		Member	\$ 397,000	\$ 58,000	\$ 455,000
Fabens ISD	071-903	Fabens High School	3	601 Northeast Ave. G	Fabens	79838	F	1	1996			768	\$ 85.94		Member	\$ 66,000	\$ 7,000	\$ 73,000
Fabens ISD	071-903	Fabens High School	4	601 Northeast Ave. G	Fabens	79838	F	1	1990			1,536	\$ 86.59		Member	\$ 133,000	\$ 16,200	\$ 149,200
Fabens ISD	071-903	Fabens High School	5	601 Northeast Ave. G	Fabens	79838	F	1	1960			1,440	\$ 86.11		Member	\$ 124,000	\$ 14,000	\$ 138,000
Fabens ISD	071-903	Fabens High School	6	601 Northeast Ave. G	Fabens	79838	F	1	1960			1,440	\$ 86.11		Member	\$ 124,000	\$ 16,400	\$ 140,400
Fabens ISD	071-903	Fabens High School	8	601 Northeast Ave. G	Fabens	79838	F	1	1998			1,440	\$ 86.11		Member	\$ 124,000	\$ 13,000	\$ 137,000
Fabens ISD	071-903	Villalobos Field House	9	400 Northeast Ave. G	Fabens	79838	MNC	1	1977			9,021	\$ 153.31		Member	\$ 1,383,000	\$ 92,000	\$ 1,475,000
Fabens ISD	071-903	Football Home Side Ticket Booth	10	300 NE 2nd	Fabens	79838	MNC	1	1998			99	\$ 141.41		Member	\$ 14,000	\$ 1,700	\$ 15,700
Fabens ISD	071-903	Football Home Side Restroom	11	300 NE 2nd	Fabens	79838	MNC	1	1998			1,120	\$ 126.79		Member	\$ 142,000	\$ 20,000	\$ 162,000
Fabens ISD	071-903	Football Home Side Concession	12	300 NE 2nd	Fabens	79838	MNC	1	1998			288	\$ 76.39		Member	\$ 22,000	\$ 2,200	\$ 24,200
Fabens ISD	071-903	Print Shop Building	13	601 Northeast Ave. G	Fabens	79838	MNC	1	2009			2,982	\$ 116.36		Member	\$ 347,000	\$ 115,000	\$ 462,000
Fabens ISD	071-903	Football Press Box	14	300 NE 2nd	Fabens	79838	NC	1	1998			240	\$ 395.83		Member	\$ 95,000	\$ 600	\$ 95,600
Fabens ISD	071-903	Football Storage	15	300 NE 2nd	Fabens	79838	MNC	1	1998			800	\$ 48.75		Member	\$ 39,000	\$ 8,000	\$ 47,000
Fabens ISD	071-903	Football Visitors Ticket Booth	16	300 NE 2nd	Fabens	79838	MNC	1	1998			120	\$ 100.00		Member	\$ 12,000	\$ 1,900	\$ 13,900
Fabens ISD	071-903	Visitors Dressing Room	17	425 Northeast Ave G	Fabens	79838	NC	1	1998			4,980	\$ 106.43		Member	\$ 530,000	\$ 76,000	\$ 606,000
Fabens ISD	071-903	Odonnell Intermediate	18	425 Northeast Ave G	Fabens	79838	NC	1	1998			768	\$ 85.94		Member	\$ 66,000	\$ 5,000	\$ 71,000
Fabens ISD	071-903	Odonnell Intermediate	19	425 Northeast Ave G	Fabens	79838	NC	1	1998			768	\$ 85.94		Member	\$ 66,000	\$ 5,000	\$ 71,000
Fabens ISD	071-903	Odonnell Intermediate	20	425 Northeast Ave G	Fabens	79838	NC	1	1995			768	\$ 85.94		Member	\$ 66,000	\$ 5,000	\$ 71,000
Fabens ISD	071-903	Odonnell Intermediate	21	425 Northeast Ave G	Fabens	79838	NC	1	1998			768	\$ 173.18		Member	\$ 133,000	\$ 10,000	\$ 143,000
Fabens ISD	071-903	Odonnell Intermediate	22	600 Northeast 4th St.	Fabens	79838	MNC	1	1949			51,380	\$ 145.25		Member	\$ 7,463,000	\$ 1,023,000	\$ 8,486,000
Fabens ISD	071-903	Odonnell Intermediate	23	810 Northeast Camp Street	Fabens	79838	NC	1	1999			6,150	\$ 153.66		Member	\$ 945,000	\$ 124,000	\$ 1,069,000
Fabens ISD	071-903	Cotton Valley Early College HS	25	600 Northeast 4th St.	Fabens	79838	MNC	1	1969			3,200	\$ 143.75		Member	\$ 460,000	\$ 32,000	\$ 492,000
Fabens ISD	071-903	Cotton Valley Early College HS	26	600 Northeast 4th St.	Fabens	79838	MNC	1	1969			11,087	\$ 174.17		Member	\$ 1,931,000	\$ 240,000	\$ 2,171,000
Fabens ISD	071-903	Cotton Valley Early College HS	27	600 Northeast 4th St.	Fabens	79838	MNC	1	1969			4,500	\$ 138.00		Member	\$ 621,000	\$ 45,000	\$ 666,000
Fabens ISD	071-903	Cotton Valley Early College HS	28	600 Northeast 4th St.	Fabens	79838	MNC	1	1969			8,892	\$ 145.41		Member	\$ 1,293,000	\$ 184,000	\$ 1,477,000
Fabens ISD	071-903	Cotton Valley Early College HS	29	600 Northeast 4th St.	Fabens	79838	MNC	1	1990			16,505	\$ 134.93		Member	\$ 2,227,000	\$ 308,000	\$ 2,535,000
Fabens ISD	071-903	Cotton Valley Early College HS	31	600 Northeast 4th St.	Fabens	79838	MNC	1	1969			5,448	\$ 136.56		Member	\$ 744,000	\$ 116,000	\$ 860,000
Fabens ISD	071-903	Cotton Valley Early College HS	32	600 Northeast 4th St.	Fabens	79838	MNC	1	1969			5,412	\$ 142.28		Member	\$ 770,000	\$ 120,000	\$ 890,000
Fabens ISD	071-903	Cotton Valley Early College HS	33	600 Northeast 4th St.	Fabens	79838	MNC	1	1969			3,570	\$ 168.07		Member	\$ 600,000	\$ 94,000	\$ 694,000
Fabens ISD	071-903	Baseball Restrooms	35	601 Avenue G	Fabens	79838	MNC	1	1998			600	\$ 270.00		Member	\$ 162,000	\$ 11,000	\$ 173,000
Fabens ISD	071-903	Baseball Home Dugout	36	601 Avenue G	Fabens	79838	MNC	1	1998			232	\$ 38.79		Member	\$ 9,000	\$ -	\$ 9,000
Fabens ISD	071-903	Baseball Visitors Dugout	37	601 Avenue G	Fabens	79838	MNC	1	1998			228	\$ 43.86		Member	\$ 10,000	\$ -	\$ 10,000
Fabens ISD	071-903	Softball Restroom Building	38	601 Avenue G	Fabens	79838	MNC	1	1998			960	\$ 269.79		Member	\$ 259,000	\$ 11,400	\$ 270,400
Fabens ISD	071-903	Softball Home Dugout	39	601 Avenue G	Fabens	79838	MNC	1	1998			275	\$ 36.36		Member	\$ 10,000	\$ -	\$ 10,000
Fabens ISD	071-903	Softball Visitors Dugout	40	601 Avenue G	Fabens	79838	MNC	1	1998			275	\$ 36.36		Member	\$ 10,000	\$ -	\$ 10,000
Fabens ISD	071-903	Athletic Storage	41	400 Northeast Ave G	Fabens	79838	MNC	1	1998			800	\$ 52.50		Member	\$ 42,000	\$ 10,000	\$ 52,000
Fabens ISD	071-903	Multipurpose Buildings	42	821 Northeast Ave G	Fabens	79838	MNC	1	2008			4,200	\$ 194.29		Member	\$ 816,000	\$ 150,000	\$ 966,000
Fabens ISD	071-903	Annex	44	800 Bryan Street	Fabens	79838	MNC	1	1925			26,179	\$ 135.53		Member	\$ 3,548,000	\$ 424,000	\$ 3,972,000
Fabens ISD	071-903	Annex Boiler House	45	800 Bryan Street	Fabens	79838	MNC	1	2003			289	\$ 110.73		Member	\$ 32,000	\$ 4,800	\$ 36,800
Fabens ISD	071-903	Canopy w/ Fuel Tanks	46	208 NE 4th	Fabens	79838	NC	1	2006			400	\$ 60.00		Member	\$ 24,000	\$ -	\$ 24,000
Fabens ISD	071-903	Junior High School	48	800 Walker Avenue	Fabens	79838	MNC	1	1999			90,345	\$ 158.18		Member	\$ 14,291,000	\$ 2,056,000	\$ 16,347,000
Fabens ISD	071-903	Middle School Fieldhouse	49	800 Walker Avenue	Fabens	79838	MNC	1	1996			1,536	\$ 86.59		Member	\$ 133,000	\$ 10,000	\$ 143,000
Fabens ISD	071-903	Pavillion	53	1200 Mike Maros	Fabens	79838	NC	1	2002			2,600	\$ 15.38		Member	\$ 40,000	\$ -	\$ 40,000
Fabens ISD	071-903	Main/Food Service	54	821 NE Avenue G	Fabens	79838	F	1	1999			1,536	\$ 80.08		Member	\$ 123,000	\$ 15,600	\$ 138,600
Fabens ISD	071-903	Fabens Elem	55	1200 Mike Maros	Fabens	79838	MNC	1	2008			100,779	\$ 164.86		Member	\$ 16,614,000	\$ 2,500,000	\$ 19,114,000
Fabens ISD	071-903	Fabens Elem Storage Shed	57	1200 Mike Maros	Fabens	79838	MNC	1	2000			240	\$ 16.67		Member	\$ 4,000	\$ -	\$ 4,000
Fabens ISD	071-903	Fine Arts Facility	58	507 NE "G" Avenue	Fabens	79838	MNC	1	1970	2009		5,330	\$ 202.81		Member	\$ 1,081,000	\$ 255,000	\$ 1,336,000





## Property and Equipment Breakdown Schedule

Member Name	Member Number	Building	Bldg #	Address	City	Zip Code	Const	# Story	Year Built	Year Roof Built	Sprinklered	Sq. Ft.	Cost/Sq. Ft.	%	Source	Building Value	Contents Value	Total Value
Fabens ISD	071-903	Central Library/Media Center	59	400 NE Camp St.	Fabens	79838	MNC	1	1985			8,690	\$ 147.41		Member	\$ 1,281,000	\$ 18,600	\$ 1,299,600
Fabens ISD	071-903	Migrant Dept	60	601 Mike Maros	Fabens	79838	MNC	1	1999			2,256	\$ 109.93		Member	\$ 248,000	\$ 36,000	\$ 284,000
Fabens ISD	071-903	Womens Club Building	61	521 NE Mike Maros	Fabens	79838	MNC	1	1999			3,915	\$ 87.61		Member	\$ 343,000	\$ 56,000	\$ 399,000
Fabens ISD	071-903	Administration	62	821 NE Avenue G	Fabens	79838	NC	1	1988			6,792	\$ 158.13		Member	\$ 1,074,000	\$ 180,000	\$ 1,254,000
Fabens ISD	071-903	Administration	64	821 NE Avenue G	Fabens	79838	F	1	2000			240	\$ 16.67		Member	\$ 4,000	\$ 2,000	\$ 6,000
Fabens ISD	071-903	Technology Dept	65	610 NE Camp Street	Fabens	79838	NC	1	1978			6,252	\$ 153.07		Member	\$ 957,000	\$ 134,000	\$ 1,091,000
Fabens ISD	071-903	Special Education	66	603 Northeast Camp	Fabens	79838	MNC	1	1999			240	\$ 12.50		Member	\$ 3,000	\$ -	\$ 3,000
Fabens ISD	071-903	Ben Madrid Maintenance Building	67	208 Northeast 4th Street	Fabens	79838	MNC	1	1999			18,304	\$ 89.98		Member	\$ 1,647,000	\$ 186,000	\$ 1,833,000
Fabens ISD	071-903	Ben Madrid Storage Building	70	208 Northeast 4th Street	Fabens	79838	MNC	1	1999			96	\$ 52.08		Member	\$ 5,000	\$ 1,400	\$ 6,400
Fabens ISD	071-903	Ben Madrid Bus Pavillion	71	208 Northeast 4th Street	Fabens	79838	NC	1	2007			2,800	\$ 44.29		Member	\$ 124,000	\$ -	\$ 124,000
Fabens ISD	071-903	Storage	73	300A CC Camp	Fabens	79838	F	1	1940			4,098	\$ 88.58		Member	\$ 363,000	\$ 76,000	\$ 439,000
Fabens ISD	071-903	DAEP Head Start	74	300A CC Camp	Fabens	79838	F	1	1940			2,332	\$ 90.91		Member	\$ 212,000	\$ 40,000	\$ 252,000
Fabens ISD	071-903	Project Bravo	75	300A CC Camp	Fabens	79838	MNC	1	1999			1,976	\$ 83.00		Member	\$ 164,000	\$ 34,000	\$ 198,000
Fabens ISD	071-903	File Room	76	602 Northeast Camp Street	Fabens	79838	MNC	1	1970			1,582	\$ 164.35		Member	\$ 260,000	\$ 20,000	\$ 280,000
Fabens ISD	071-903	Records Room	77	208 Northeast 4th Street	Fabens	79838	F	1	1993			2,016	\$ 85.32		Member	\$ 172,000	\$ 31,000	\$ 203,000
Fabens ISD	071-903	Lights & Poles	78	601 Northeast Ave G	Fabens	79838		1	1993						Member	\$ 24,000	\$ -	\$ 24,000
Fabens ISD	071-903	Scoreboard	79	300 NE 2nd	Fabens	79838		1	1999						Member	\$ 4,600	\$ -	\$ 4,600
Fabens ISD	071-903	Fabens Wildcat Den	80	601 Northeast Ave. G	Fabens	79838	NC		2017			26,000	\$ 211.54		Member	\$ 5,500,000	\$ 200,000	\$ 5,700,000
Fabens ISD	071-903	Fabens HS - Portable F		601 Northeast Ave. G	Fabens	79838	F	1	1996			1,536	\$ 60.00	20%		\$ 92,160	\$ 18,432	\$ 110,592
Fabens ISD	071-903	Fabens HS - Portable G		601 Northeast Ave. G	Fabens	79838	F	1	1996			1,536	\$ 60.00	20%		\$ 92,160	\$ 18,432	\$ 110,592
Fabens ISD	071-903	Fabens HS - Storage Shed A		601 Northeast Ave. G	Fabens	79838	NC	1				276	\$ 30.00	25%		\$ 8,280	\$ 2,070	\$ 10,350
Fabens ISD	071-903	Fabens HS - Storage Shed B		601 Northeast Ave. G	Fabens	79838	NC	1				184	\$ 30.00	25%		\$ 5,520	\$ 1,380	\$ 6,900
Fabens ISD	071-903	Fabens HS - Storage Shed C		601 Northeast Ave. G	Fabens	79838	F	1				96	\$ 25.00	25%		\$ 2,400	\$ 600	\$ 3,000
Fabens ISD	071-903	Fabens HS - Covered Area		601 Northeast Ave. G	Fabens	79838	NC	1				1,600	\$ 30.00			\$ 48,000	\$ -	\$ 48,000
Fabens ISD	071-903	Baseball Lights (6 poles, 64 lights)		601 Northeast Ave. G	Fabens	79838										\$ 260,000	\$ -	\$ 260,000
Fabens ISD	071-903	Baseball Bleachers A (44' x 5 rows)		601 Northeast Ave. G	Fabens	79838										\$ 18,333	\$ -	\$ 18,333
Fabens ISD	071-903	Baseball Bleachers B (44' x 5 rows)		601 Northeast Ave. G	Fabens	79838										\$ 18,333	\$ -	\$ 18,333
Fabens ISD	071-903	Baseball Bleachers C (44' x 5 rows)		601 Northeast Ave. G	Fabens	79838										\$ 18,333	\$ -	\$ 18,333
Fabens ISD	071-903	Baseball Scoreboard		601 Northeast Ave. G	Fabens	79838										\$ 15,000	\$ -	\$ 15,000
Fabens ISD	071-903	Baseball Bleachers (44' x 5 rows)		601 Northeast Ave. G	Fabens	79838										\$ 18,333	\$ -	\$ 18,333
Fabens ISD	071-903	Baseball Outfield Bleachers A (25' x 10 rows)		601 Northeast Ave. G	Fabens	79838										\$ 20,833	\$ -	\$ 20,833
Fabens ISD	071-903	Baseball Outfield Bleachers B (25' x 10 rows)		601 Northeast Ave. G	Fabens	79838										\$ 20,833	\$ -	\$ 20,833
Fabens ISD	071-903	Softball Scoreboard		601 Northeast Ave. G	Fabens	79838										\$ 15,000	\$ -	\$ 15,000
Fabens ISD	071-903	Middle School Fieldhouse	3B	800 Walker Avenue	Fabens	79838	F	1	1996			4,080	\$ 106.96	15%		\$ 436,377	\$ 65,457	\$ 501,834
Fabens ISD	071-903	O'Donnell Intermediate Portable E		425 Northeast Ave G	Fabens	79838	F	1	1998			1,536	\$ 60.00	16%		\$ 92,160	\$ 14,746	\$ 106,906
Fabens ISD	071-903	Home Bleachers (170' x 16 rows)		300 NE 2nd	Fabens	79838										\$ 272,000	\$ -	\$ 272,000
Fabens ISD	071-903	Visitor Bleachers (100' x 9 rows)		300 NE 2nd	Fabens	79838										\$ 90,000	\$ -	\$ 90,000
Fabens ISD	071-903	Synthetic 8 Lane Track		300 NE 2nd	Fabens	79838										\$ 190,000	\$ -	\$ 190,000
Fabens ISD	071-903	Villalobos Stadium Lights (4 poles, 48 lights)		300 NE 2nd	Fabens	79838										\$ 256,000	\$ -	\$ 256,000
Fabens ISD	071-903	Special Education Portable		603 Northeast Camp	Fabens	79838	F	1				1,536	\$ 60.00	20%		\$ 92,160	\$ 18,432	\$ 110,592
Fabens ISD	071-903	Ben Madrid Bus Pavilion B		208 NE 4th Street	Fabens	79838	NC	1				5,600	\$ 30.00			\$ 168,000	\$ -	\$ 168,000
Fabens ISD	071-903	Pavilion B (8 x 12)		1200 Mike Maros	Fabens	79838	NC	1	2002			96	\$ 30.00			\$ 2,880	\$ -	\$ 2,880
Fabens ISD	071-903	District-Wide Digital Marquees			Fabens	79838										\$ 125,000	\$ -	\$ 125,000
<b>Totals</b>																<b>\$ 91,106,695</b>	<b>\$ 11,603,349</b>	<b>\$ 102,710,044</b>

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Date





## Vehicle Schedule

### Fabens ISD

Member Name	Member Number	Vehicle Number	Year	Make	Model	Vin Number	Class	Cost New	Comp Deductible	Collision Deductible	District Unit Number
Fabens ISD	071-903	1	1992	Thomas	BUS	2330	618400	\$ 24,562	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	2	1995	Thomas	BUS	124	618400	\$ 47,426	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	3	1997	Thomas	BUS	417	618400	\$ 55,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	4	1998	Bluebird	BUS	6260	618400	\$ 46,730	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	5	1998	Bluebird	BUS	5555	618300	\$ 25,555	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	6	1998	Bluebird	BUS	6259	618400	\$ 50,170	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	7	2001	International	BUS	3921	618300	\$ 37,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	8	2001	International	BUS	3922	618300	\$ 37,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	9	2001	International	BUS	3920	618300	\$ 37,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	10	2003	International	BUS	7102	618400	\$ 55,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	11	2006	Ford	BUS	4075	648100	\$ 46,830	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	12	2006	Bluebird	BUS	4152	618400	\$ 139,285	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	13	2007	Bluebird	BUS	2559	618400	\$ 142,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	14	2008	Bluebird	BUS	9432	618400	\$ 71,965	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	15	2011	Bluebird	BUS	8603	618400	\$ 85,759	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	16	2011	Bluebird	BUS	8604	618400	\$ 85,759	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	17	2016	Bluebird	BUS	3812	618400	\$ 66,500	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	18	2016	Bluebird	BUS	5711	618400	\$ 66,500	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	19	1972	GMC	PU	9594	014990	\$ 3,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	20	1992	GMC	PU	6609	014990	\$ 10,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	21	1992	GMC	PU	9740	014990	\$ 10,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	22	1994	Ford	PU	1395	014990	\$ 7,995	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	23	1994	GMC	PU	7682	014990	\$ 11,220	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	24	1994	GMC	PU	7799	014990	\$ 11,310	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	25	1999	Ford	PU	7397	014990	\$ 6,495	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	26	2000	Mitsubishi	PU	2306	014990	\$ 21,410	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	27	2001	Chevrolet	PU	6637	014990	\$ 16,300	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	28	2001	Chevrolet	PU	5523	014990	\$ 16,300	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	29	2002	Ford	PU	6880	014990	\$ 18,500	\$ 1,000	\$ 1,000	



## Vehicle Schedule

Member Name	Member Number	Vehicle Number	Year	Make	Model	Vin Number	Class	Cost New	Comp Deductible	Collision Deductible	District Unit Number
Fabens ISD	071-903	30	2003	Chevrolet	PU	2105	014990	\$ 16,200	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	31	2003	Chevrolet	PU	1165	014990	\$ 14,758	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	32	2004	Dodge	PU	9477	014990	\$ 8,245	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	33	2005	Chevrolet	PU	8511	014990	\$ 15,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	34	2005	Chevrolet	PU	449	014990	\$ 15,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	35	2006	Chevrolet	PU	2778	014990	\$ 27,400	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	36	2006	GMC	PU	1190	014990	\$ 14,900	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	37	2007	Ford	PU	6116	014990	\$ 24,510	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	38	2005	Chevrolet	PU	5723	014990	\$ 22,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	39	1996	Dodge	VAN	8704	014990	\$ 13,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	40	1996	Chevrolet	VAN	9011	014990	\$ 14,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	41	1998	Ford	VAN	777	014990	\$ 19,900	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	42	1999	Chevrolet	VAN	6146	014990	\$ 24,730	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	43	2001	Chevrolet	VAN	9243	014990	\$ 19,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	44	2006	Ford	VAN	4870	014990	\$ 22,415	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	45	2000	Chevrolet	VAN	9102	014990	\$ 14,500	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	46	2003	Chevrolet	VAN	4282	014990	\$ 12,500	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	47	2008	Ford	VAN	8596	014990	\$ 16,500	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	48	2017	Dodge	VAN	6319	014990	\$ 21,000	\$ 1,000	\$ 1,000	
Fabens ISD	071-903	49	1991	Chevrolet	VAN	8316	014990	\$ 19,000	\$ 1,000	\$ 1,000	

Signature

Date

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## **Fabens ISD 2020-2021 T-TESS Appraisal Calendar**

### **T-TESS Appraiser List**

The following administrators are designated to conduct appraisals under the T-TESS system for the 2020-2021 school year.

**Michele Gonzalez**

**Richard Lopez**

**Corina Ruiz**

**Marlene Bullard**

**Nancy Torres**

**Stacey Nunez**

**Anthony Prado**

**Maria Villarreal**

**Alejandro Navarro**

### **T-PESS Appraiser List**

The following administrators are certified to conduct appraisals under the T-PESS system for the 2020-2021 school year.

**Dr. Veronica Vijil**

**Michele Gonzalez**

*Pending Board Approval*





## Fabens ISD 2020-2021 T-TESS Appraisal Calendar

### August 28, 2020

**Deadline for T-TESS Orientation**

### September 18, 2020

**Goal-Setting and Professional Development (GSPD) Plans due:** All teachers must submit the GSPD plan to their appraiser for approval. A GSPD conference is required for a teacher in the first year of appraisal under T-TESS and teachers new to the district to guide them through this process.

### September 21, 2020 - April 16, 2021

**T-TESS Observation Period:** T-TESS observations must not occur before September 21, 2020 or after April 16, 2021.

Other important considerations:

- 🌸 Observations must not occur on the day before or after Thanksgiving, Christmas, Spring Break, or Easter; on any date on which a STAAR/EOC or benchmark test is administered on that campus.
- 🌸 Teachers scheduled to receive a full T-TESS evaluation will have one formal observation (minimum of 45 minutes) conducted by an appraiser during an announced one-week window.
- 🌸 Walkthrough data may also be included in the teacher's overall T-TESS evaluation.
- 🌸 A pre-conference between the teacher and appraiser will be required before the formal observation so that the two may discuss student learning objectives and anticipated outcomes for the week of the observation window.
- 🌸 A required post-conference will be conducted within 10 work days of the date of the observation.

### April 16, 2021

**Goals Part II and Professional Development Plan Due** – All Teachers must submit this before the End-of Year conference.

### April 19 - May 7, 2021

**End-of-Year Summative Conferences:**

- 🌸 All EOY conferences must be completed 15 days prior to the last day of instruction. During the EOY conference, the teacher and appraiser will review scores for the domains and accompanying evidence as well as review potential goals and professional development plans for the next school year.
- 🌸 A written summative appraisal shall be provided to the teacher within ten days of the Summative Conference, no later than 15 days prior to the last day of instruction.
- 🌸 Use only Domain 4 for those teachers who qualified for less-than yearly appraisal and did not receive a formal observation this school year.



**FABENS ISD  
BOARD OF TRUSTEES**

**BOARD OF TRUSTEES BUSINESS  
Board Agenda Item**

<b>TITLE</b>	<b>Discussion to Approve 2020 -2021 Proposed Tax Rate and Select Date for Public Hearing on Proposed 2020 - 2021 Tax Rate and Budget</b>	<b>Date Requested</b>	July 15, 2020
<b>Requested By:</b>	Yvonne Coupland	<b>Approximate Time</b>	20 minutes
<b>Division Approval:</b>	Yes	<b>Action Needed :</b>	Yes
<b>Action Requested:</b>	The Administration recommends approval of the proposed tax rate and one of the proposed days for the public meeting	<b>Information Only:</b>	No
<b>People Participating In Presentation:</b>	Yvonne Coupland	<b>Who Has Been Involved:</b>	Yvonne Coupland
<b>How Will It Benefit the District's Mission/Goals?</b>		<b>How Will Request Be Financed?</b>	N/A
		<b>Cost to District:</b>	N/A

Proposed 2020-2021 Tax  
Rate for Publishing Public  
Hearing

and

Request for date Public  
Hearing

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July 15, 2020







# Proposed 2020-2021 Tax Rate

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According to House Bill 3, school district M&O rates will be compressed to the lower of the state compressed rate or the local compressed rate beginning in tax year 2020 when property values increase more than 2.5%. The more property values grow, the lower the compressed or base M&O tax rate. Prior to HB3, state aid was based on prior year values and there was a funding lag. With current values, there is no longer a funding lag.

The comptroller's estimates is a 4.01% increase in statewide property value for tax year 2020 resulting in a M&O compressed tax rate of \$.9164 as compared to \$.93 in tax year 2019. Districts will report their property values in late July to TEA and TEA will calculate the local district's compressed tax rates in August. FISD budget is based on a 5% property increase value as calculated by the TEA worksheet.

Even if there are more property value protests this year, it is expected that the district's local compressed rate will be slightly lower than the state's compressed rate because the local values, according to the TEA worksheet will grow 1% higher than the 4.01 growth rate.

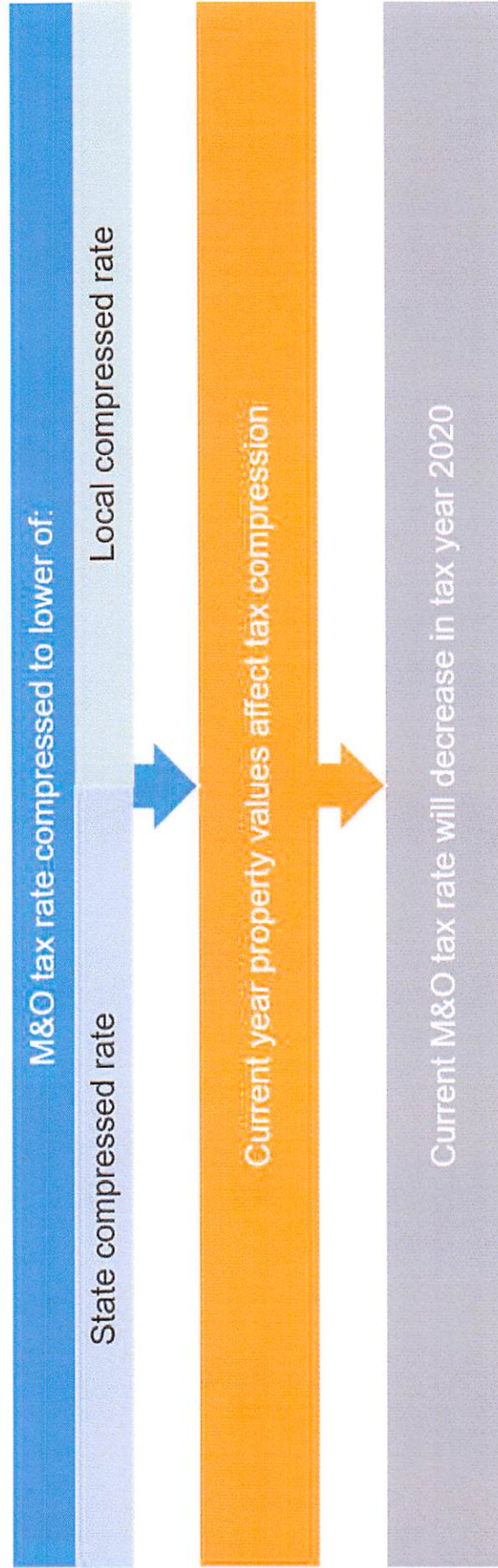
Based on the data we have at this time from Central Appraisal and the TEA tools we have estimated a compressed rate of \$.9078. However, as values are subject to change we are proposing the \$.9164 compressed rate as we can always lower the rate as more information is received and evaluated by the district.

**Disclosure: FY20-21 are projected  
TEA will assign final TAX RATE by 8/31**



# Proposed 2020-2021 Tax Rate

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Disclosure: FY20-21 are projected  
TEA will assign final TAX RATE by 8/31





# Proposed 2020-2021 Tax Rate

071903	FABENS ISD
TY 2019 Value lost to the Local Optional Homestead exemption	\$0
TY 2019 Comptroller certified School district taxable value for M & O purposes (T2)	\$207,779,404
TY 19 Chief appraiser's July 25th certified taxable property values from the certified appraisal roll	\$217,628,161 <=District Entry
TY 20 Chief appraiser's July 25th certified taxable property values from the certified appraisal roll	\$228,509,569 <=District Entry
CAD value Growth (calculated)	5.00%
FY 2020 property value no longer subject to a limitation on appraised value under Chapter 313, tax Code	0.00%
FY 2020 property value no longer subject to a limitation on appraised value under Chapter 311, Tax Code	\$0
Total Exemption expiry (E) (per TEC §48.2551 (a))	\$0
Growth net of expiring 313 or 311 agreements (calculated)	5.00%

Disclosure: FY20-21 are projected  
TEA will assign final TAX RATE by 8/31





# Proposed 2020-2021 Tax Rate

Local Optional Homestead Exemption value loss for the 2020 Tax Year	\$0	<=District Entry
Local Optional Homestead exemption value change	\$0	
Estimated TY 2020 comptroller certified school district value for M&O purposes (T2)	\$218,168,374	
Prior Year MCR	0.93	
Local preliminary MCR $= (1.025((\text{TY 2019 DPV} + \text{E}) * \text{PYMCR})) / \text{TY 2020 T2}$	0.9078	
TY 2020 State Compression Percentage $(.93 * (1.025/1.0401))$	0.9164	
TEC §48.2552 TY 2020 Limitation on maximum compressed tax rate $(.9164 * .9)$	0.8247	
MCR (lesser of state or local compression) (greater of local compression limitation under TEC §48.2552)	0.9078	

Disclosure: FY20-21 are projected  
TEA will assign final TAX RATE by 8/31



# Proposed 2020-2021 Tax Rate

These numbers are illustrative only and do not constitute a legal opinion of the TEA. Districts should in all cases consult with their tax attorney before adopting a tax rate	
071903	<=Enter CDN
<b>FABENS ISD</b>	
District's total adopted TY 2019 M&O Tax rate	\$1.0683
Enter TY 2019 Tax effort adopted by district in response to a disaster under 26.08 (a-1), Tax Code	\$ -
District's total adopted TY 2019 M&O Tax rate net of pennies adopted to respond to disaster	\$1.0683
State Projected Property value growth percentage (from GAA)	4.01%
State compressed tax rate	\$0.9164
Enter Districts estimated property value growth (enter as fraction of 100 eg. .05 for 5% growth) <sup>1</sup>	3.62%
Greater of state or district value growth	4.01%
<i>Maximum Tier one tax rate (limited to 90% of highest taxing district)</i>	<b>\$0.9164</b>
Golden Pennies	\$0.0800
Copper Pennies	\$0.0583
Unequalized pennies for certain Harris County districts under special law	\$0.0000
<b>TY 2020 Total tax rate with no increase</b>	<b>\$1.0547</b>
<b>Voter Approval (Rollback) tax rate for 2020</b>	
Section 26.08 (n) (A) District Maximum Compressed Tax Rate (MCR)	<b>\$0.9164</b>
(B) (i) Districts 2019 enrichment Tax rate	\$0.1383
(B) (ii) 5 cents (with unanimous Board Approval) if applicable	\$0.0000
(B) (ii) 4 cents (without unanimous board approval)	\$0.0000
<b>Voter Approval tax Rate with unanimous Board Approval to seek 5th Golden penny</b>	<b>\$1.0547</b>
<b>Voter Approval tax Rate without unanimous Board Approval to seek 5th Golden penny</b>	<b>\$1.0547</b>
<sup>1</sup> See TEC 48.2551 on how to estimate this excluding any increase in value from the expiration of a tax limitation agreement under Chapter 313 Tax Code	

Disclosure: FY20-21 are projected  
TEA will assign final TAX RATE by 8/31





# Proposed 2020-2021 Tax Rate

## Property Tax Projections as of 07.8.2020 Using 2020 Preliminary Values 07.05.2020

Assumptions		Total Tax	
M&O	\$ 1.0547		Assuming I have unanimous vote
I&S	\$ 0.3100		**Preliminary Value for debt collections
Collection Rate	95.00%	\$ 1.3647	
% Increase (Decrease)	-4.00%		**Adjusting for Comptrollers Value adjustment see Sheet 2
2020 Certified Values	\$ 219,369,186	Calculated based on Central Appraisal Values	
Outlet Mall Adjustment		VS Comptrollers Projected T2 Values	
Adjusted Values	219,369,186		
4% Decrease	(8,774,767)		
Estimated Values for 2020	\$ 210,594,419		
Projected M&O Revenue	\$ 2,110,082		
Projected I&S Revenue	\$ 620,201		
	2019 Tax Levy	Estimated Increase (Decrease)	Adjusted Levy Collection Rate FY20 Revenue Estimate Fund
M&O	2,110,082		2,110,082 95.00% 2,004,578 199
I&S	620,201		620,201 95.00% 589,191 599
Levy	2,730,283		2,730,283 95.00% 2,593,769
Taxable Values	216,325,490		
NEW LAW			

Disclosure: FY20-21 are projected  
TEA will assign final TAX RATE by 8/31



# Proposed 2020-2021 Tax Rate

Request to Publish the Notice of Public Meeting to Discuss Budget and Proposed Tax Rate in the paper in proposing the M&O Tax Rate at 1.0538 and the I&S Rate at .31 = 1.3638

- Central Appraisal will release certified property values July 25, 2020
- TEA will set the final M&O Rates by August 31, 2020
- State Comptroller will set T2 Values in FY2021

Release 2  
06/26/20

## Notice of Public Meeting to Discuss Budget and Proposed Tax Rate

### Comparison of Proposed Rates with Last Year's Rates

	Maintenance & Operations	Interest & Sinking Fund*	Total	Local Revenue Per Student	State Revenue Per Student
Last Year's Rate	1.06830	0.27000	1.33830	1,262	10,827
Rate to Maintain Same Level of Maintenance & Operations Revenue & Pay Debt Service	1.08594	0.32956	1.41549	517	11,630
Proposed Rate	1.05380	0.31000	1.36380	1,258	10,726

\* The Interest and Sinking Fund tax revenue is used to pay for bonded debt on construction, equipment, or both. The bonds, and the tax rate necessary to pay those bonds, were approved by the voters of this district.

Disclosure: FY20-21 are projected  
TEA will assign final TAX RATE by 8/31



## Proposed Dates for Public Hearing

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- August 26, 2020
- August 27, 2020
- August 28, 2020





Thank You.

**FABENS ISD  
BOARD OF TRUSTEES**

**BOARD OF TRUSTEES BUSINESS  
Board Agenda Item**

<b>TITLE</b>	<b>Selection of Date for Special August Board Meeting</b>	<b>Date Requested</b>	07/15/2020
<b>Requested By:</b>	Ms. Yvonne Coupland	<b>Approximate Time</b>	5 minutes
<b>Division Approval:</b>		<b>Action Needed:</b>	Yes
<b>Action Requested:</b>	The administration recommends the Board approve a date for a Special August Board Meeting	<b>Information Only:</b>	No
<b>People Participating In Presentation:</b>	Ms. Yvonne Coupland	<b>Who Has Been Involved:</b>	Ms. Yvonne Coupland
<b>How Will It Benefit the District's Mission/Goals?</b>		<b>How Will Request Be Financed?</b>	
		<b>Cost to District:</b>	

**FABENS ISD  
BOARD OF TRUSTEES**

**BOARD OF TRUSTEES BUSINESS  
Board Agenda Item**

<b>TITLE</b>	<b>November 3, 2020 Fabens ISD Board of Trustees Election</b> 1. Approval of Fabens ISD Order of Election 2. Approval of Board of Trustees Election Contract with El Paso County Elections Office	<b>Date Requested</b>	07/16/2020
<b>Requested By:</b>	Dr. Veronica Vijil	<b>Approximate Time</b>	5 minutes
<b>Division Approval:</b>		<b>Action Needed:</b>	Yes
<b>Action Requested:</b>	The administration recommends approval of the Order of Election and El Paso County Elections Department Contract	<b>Information Only:</b>	No
<b>People Participating In Presentation:</b>	Dr. Veronica Vijil	<b>Who Has Been Involved:</b>	
<b>How Will It Benefit the District's Mission/Goals?</b>		<b>How Will Request Be Financed?</b>	
		<b>Cost to District:</b>	

## ORDER OF ELECTION

An election is hereby ordered to be held on November 3, 2020 for the purpose of:

Electing four (4) **Fabens ISD Board of Trustees**  
Place III (3) Place V (5) Place VI (6) and Place VII (7)

First day to file an Application for a Place on the Board: July 18, 2020  
Applications for a place on the ballot shall be filed by August 17, 2020

Early Voting by personal appearance will be conducted each weekday at  
Rogelio Sanchez Center - 1331 N. Fabens Street – Fabens, Texas 79838  
beginning on

October 19, 2020 and ending on October 30, 2020  
(Work Schedule will be set by El Paso County Elections Department)

Applications for ballot by mail shall be mailed to:  
El Paso County Department of Elections  
ATTN: Early Voting Clerk  
500 E. San Antonio Ave. – Suite #314  
El Paso, Texas 79901

Applications for ballots by mail must be received no later than the close of business on  
October 23, 2020  
(Received, not Postmarked)

Additional early voting sites will be as determined by El Paso County Elections Department and  
announced to the community via our posted Order.

**(Mobile/Additional Early Voting locations and work schedules are established by the El Paso  
County Elections Department and are subject to change.)**

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Presiding Officer



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THE STATE OF TEXAS                    )  
  )  
COUNTY OF EL PASO                    )       **JOINT ELECTION SERVICES CONTRACT**

This is a **JOINT ELECTION SERVICES CONTRACT** (“**Contract**”) pursuant to Texas Election Code Sec. 271.002 et seq. This Contract is made this \_\_\_\_ day of \_\_\_\_ 2020 by and between **Fabens ISD, Texas (“Fabens ISD”)** and El Paso County Texas, (“the County”).

1.     **RECITALS.** **Fabens ISD** is a political subdivision situated wholly within El Paso County, Texas. **Fabens ISD** has scheduled an Election for November 3, 2020 in conjunction with the Statewide General Election to be held on the same date. The County and **Fabens ISD** have determined it is in the public interest that the County and **Fabens ISD** conduct a joint election. Therefore the following **Joint Election Services Contract** is made and entered into for the purpose of conducting the election and any resulting runoff election jointly in the election precincts which can be served by common polling places.

2.     **DUTIES AND SERVICES OF CONTRACTING OFFICER.**

All services to be performed by the County may be delegated to the County Elections Administrator. The Elections Administrator shall serve as Early Voting Clerk. The County shall perform the duties and furnish the services and equipment listed below. The County shall:

- (a)     Furnish to **Fabens ISD** certain election services and equipment needed by **Fabens ISD** in connection with holding an election on **November 3, 2020**
- (b)     Provide training of judges, alternate judges, and clerks, including deputy early voting clerks;
- (c)     Prepare lists and submit names of persons suggested for appointment as presiding election judges, alternate judges, and judge of the central counting station;
- (d)     Prepare lists and submit names of persons suggested for appointment as

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deputy early voting clerks;

- (e) Serve as manager of the central counting station or appoint a substitute manager;
- (f) Arrange for the use of polling places in the election and runoff election if necessary;
- (g) Program or arrange to have the ballot programmed;
- (h) Set ballot order as follows: Utility Districts, School Districts, Municipal Districts, Federal Races, State Races, County Races
- (i) Procure and distribute necessary election supplies, and distribution of ballots;
- (j) Assemble and edit lists of registered voters to be used in conducting the election, in conformity with the boundaries of **Fabens ISD** and the election precincts established for the election;
- (k) Procure, prepare, and distribute election equipment, transport equipment to and from the polling places for early voting and Election Day, and issue election supplies to the precinct judges.
- (l) Supervise the conduct of early voting;
- (m) Conduct one or more election schools and notify the election judges and clerks of the time, date, and location of the schools;
- (n) Arrange for use of a central counting station and for the tabulating personnel and equipment needed at the counting station and assist in preparing the programs and test materials for tabulation of the ballots to be used with electronic voting equipment;
- (o) Arrange to publish legal notice of the date, time and place of the testing of the electronic tabulating equipment, and conduct the testing in accordance with Texas Election Code chapters 127.001 et seq. and chapter 129.001 et seq. and in accordance with Texas Secretary of State advisories;
- (o) Supervise the handling and disposition of election returns, voted ballots, and tabulate unofficial returns and assist in preparing the tabulation for the official canvass;
- (p) Provide general information services for voters and election officers;
- (q) Assist in providing general overall supervision of the election;

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- (r) Provide for the storage of election records as provided by law;
- (s) Provide **Fabens ISD** with a precinct by precinct roll of registered voters in a mutually agreed upon format;
- (t) If requested by **Fabens ISD**, prepare the unofficial tabulation of precinct results on election night;
- (u) Submit election night returns to the Secretary of State , in a format to be described by the Texas Secretary of State and in accordance with Election Code Chapter 68, if applicable; and
- (v) Certify that a criminal background check on all employees, including temporary employees, that may program, test, perform maintenance, transport equipment, or perform technical support on the voting system equipment for Fabens ISD has been performed.
- (w) The County shall provide the requested services by and through its County Election Administrator (the "Contracting Officer").

### 3. DUTIES AND SERVICES OF **Fabens ISD**.

**Fabens ISD** shall:

- (a) Adopt an order appointing the County Elections Administrator as Early Voting Clerk as required above;
- (b) Prepare appropriate documents for establishing the precinct and polling places;
- (c) Prepare all election orders, resolutions, notices, and other pertinent documents for adoption for execution by the appropriate **Fabens ISD** officer or body, and take all actions necessary under law and in accordance with this Contract for calling the election, appointing the presiding judges, alternate judges, judge of the central counting station, and other election officers, establishing precincts and polling places, handling contests, canvassing the returns and declaring the results;
- (d) Approve the tabulating supervisor and assistants and central counting station manager, recommended by the Elections Administrator;
- (e) Prepare and publish required election notices as required by law;

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- (f) Deliver and certify to the Elections Administrator as soon as possible but not later than **sixty days** before the election, the names, issues, or referenda which are to be printed on the ballot or ballot labels with the exact spelling that is to be used;
- (g) Provide the services necessary to translate any election documents into Spanish as required;
- (h) Pay any additional costs incurred by the Elections Administrator if a recount for the election is required, or the election is contested in any manner;
- (i) Return all surplus election supplies to the Elections Administrator;
- (j) Prepare any submission on voting changes which may be required to be submitted to the U.S. Department of Justice under the Federal Voting Rights Act of 1965, as amended;
- (k) Pay **75%** of Elections Administrator's estimated costs no later than ten **(10)** days before Election Day;
- (l) Pay the balance of conducting the election and additional costs, within thirty days from the receipt of an invoice from the Elections Administrator.

#### 4. COST OF SERVICES.

**Fabens ISD** shall pay for the above services, supplies and equipment in accordance with the estimated cost schedule attached to this Contract (EXHIBIT A) which is mutually agreed upon.

#### 5. GENERAL TERMS AND CONDITIONS.

- (a) A total of three (3) precinct plus three (3) permanent early voting stations, and two (2) polling locations will be used for conducting the election.
- (b) **Fabens ISD** acknowledges that the County may enter into a similar Joint Election Service Contract with other political subdivisions in the same county for the same election date. During early voting a voter will be eligible to vote at any one of the early voting locations and mobile voting locations, if any. Fabens ISD agrees to share common polling places with the other political subdivision(s) as determined by the County and in accordance with the costs as allocated by the County.
- (c) Nothing in this Contract shall authorize or permit a change in the officer with



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whom the place at which any document is to be filed, the place at which a function is to be carried out, or other nontransferable functions as specified by the Election Code.

- (d) The Elections Administrator shall file copies of this contract with the County Judge and the County Auditor of El Paso County.
- (e) Neither party may assign, in whole or in part, any interest they may have in the agreement.
- (f) Nothing in this agreement imposes any duty on the County to maintain or repair the facilities or cure any premise defects of the property on which polling locations are located.
- (g) Neither **Fabens ISD** nor any employee of Fabens ISD is an agent, or employee of the Elections Administrator and neither Elections Administrator nor any employee thereof is an agent or employee of **Fabens ISD**. This agreement does not and shall not be construed to entitle either party or any of their respective employees, if applicable, to any benefit, privilege, or other amenities of employment by the other party.
- (h) **Fabens ISD** and the County, reserve and do not waive, their rights of sovereign immunity and similar rights, immunities and rights of their officials and employees, and their employees/officials' rights under the Texas Tort Claims Act.
- (i) Venue is in El Paso County Texas.

Fabens ISD

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COUNTY OF EL PASO, TEXAS

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Ricardo A. Samaniego  
County Judge

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THE STATE OF TEXAS                     )  
  )  
COUNTY OF EL PASO                    )       **JOINT ELECTION SERVICES CONTRACT**

This is a **JOINT ELECTION SERVICES CONTRACT** (“Contract”) pursuant to Texas Election Code Sec. 271.002 et seq. This Contract is made this 22nd day of July, 2020 by and between **Fabens ISD, Texas (“Fabens ISD”)** and El Paso County Texas, (“the County”).

1.     **RECITALS.** **Fabens ISD** is a political subdivision situated wholly within El Paso County, Texas. Fabens ISD has scheduled an Election for November 3, 2020 in conjunction with the Statewide General Election to be held on the same date. The County and **Fabens ISD** have determined it is in the public interest that the County and **Fabens ISD** conduct a joint election. Therefore the following **Joint Election Services Contract** is made and entered into for the purpose of conducting the election and any resulting runoff election jointly in the election precincts which can be served by common polling places.

2.     **DUTIES AND SERVICES OF CONTRACTING OFFICER.**

All services to be performed by the County may be delegated to the County Elections Administrator. The Elections Administrator shall serve as Early Voting Clerk. The County shall perform the duties and furnish the services and equipment listed below. The County shall:

- (a)     Furnish to Fabens ISD certain election services and equipment needed by **Fabens ISD** in connection with holding an election on **November 3, 2020**
- (b)     Provide training of judges, alternate judges, and clerks, including deputy early voting clerks;
- (c)     Prepare lists and submit names of persons suggested for appointment as presiding election judges, alternate judges, and judge of the central counting station;

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- (d) Prepare lists and submit names of persons suggested for appointment as deputy early voting clerks;
- (e) Serve as manager of the central counting station or appoint a substitute manager;
- (f) Arrange for the use of polling places in the election and runoff election if necessary;
- (g) Program or arrange to have the ballot programmed;
- (h) Set ballot order as follows: Utility Districts, School Districts, Municipal Districts, Federal Races, State Races, County Races
- (i) Procure and distribute necessary election supplies, and distribution of ballots;
- (j) Assemble and edit lists of registered voters to be used in conducting the election, in conformity with the boundaries of **Fabens ISD** and the election precincts established for the election;
- (k) Procure, prepare, and distribute election equipment, transport equipment to and from the polling places for early voting and Election Day, and issue election supplies to the precinct judges.
- (l) Supervise the conduct of early voting;
- (m) Conduct one or more election schools and notify the election judges and clerks of the time, date, and location of the schools;
- (n) Arrange for use of a central counting station and for the tabulating personnel and equipment needed at the counting station and assist in preparing the programs and test materials for tabulation of the ballots to be used with electronic voting equipment;
- (o) Arrange to publish legal notice of the date, time and place of the testing of the electronic tabulating equipment, and conduct the testing in accordance with Texas Election Code chapters 127.001 et seq. and chapter 129.001 et seq. and in accordance with Texas Secretary of State advisories;
- (o) Supervise the handling and disposition of election returns, voted ballots, and tabulate unofficial returns and assist in preparing the tabulation for the official canvass;

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- (p) Provide general information services for voters and election officers;
- (q) Assist in providing general overall supervision of the election;
- (r) Provide for the storage of election records as provided by law;
- (s) Provide **Fabens ISD** with a precinct by precinct roll of registered voters in a mutually agreed upon format;
- (t) If requested by **Fabens ISD**, prepare the unofficial tabulation of precinct results on election night;
- (u) Submit election night returns to the Secretary of State , in a format to be described by the Texas Secretary of State and in accordance with Election Code Chapter 68, if applicable; and
- (v) Certify that a criminal background check on all employees, including temporary employees, that may program, test, perform maintenance, transport equipment, or perform technical support on the voting system equipment for Fabens ISD has been performed.
- (w) The County shall provide the requested services by and through its County Election Administrator (the "Contracting Officer").

### 3. DUTIES AND SERVICES OF **Fabens ISD**.

**Fabens ISD** shall:

- (a) Adopt an order appointing the County Elections Administrator as Early Voting Clerk as required above;
- (b) Prepare appropriate documents for establishing the precinct and polling places;
- (c) Prepare all election orders, resolutions, notices, and other pertinent documents for adoption for execution by the appropriate **Fabens ISD** officer or body, and take all actions necessary under law and in accordance with this Contract for calling the election, appointing the presiding judges, alternate judges, judge of the central counting station, and other election officers, establishing precincts and polling places, handling contests, canvassing the returns and declaring the results;
- (d) Approve the tabulating supervisor and assistants and central counting



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station manager, recommended by the Elections Administrator;

- (e) Prepare and publish required election notices as required by law;
- (f) Deliver and certify to the Elections Administrator as soon as possible but not later than **sixty days** before the election, the names, issues, or referenda which are to be printed on the ballot or ballot labels with the exact spelling that is to be used;
- (g) Provide the services necessary to translate any election documents into Spanish as required;
- (h) Pay any additional costs incurred by the Elections Administrator if a recount for the election is required, or the election is contested in any manner;
- (i) Return all surplus election supplies to the Elections Administrator;
- (j) Prepare any submission on voting changes which may be required to be submitted to the U.S. Department of Justice under the Federal Voting Rights Act of 1965, as amended;
- (k) Pay **75%** of Elections Administrator's estimated costs no later than **ten (10)** days before Election Day;
- (l) Pay the balance of conducting the election and additional costs, within thirty days from the receipt of an invoice from the Elections Administrator.

#### 4. COST OF SERVICES.

**Fabens ISD** shall pay for the above services, supplies and equipment in accordance with the estimated cost schedule attached to this Contract (EXHIBIT A) which is mutually agreed upon.

#### 5. GENERAL TERMS AND CONDITIONS.

- (a) A total of three (3) precinct plus three (3) permanent early voting stations, and two (2) polling locations will be used for conducting the election.
- (b) **Fabens ISD** acknowledges that the County may enter into a similar Joint Election Service Contract with other political subdivisions in the same county for the same election date. During early voting a voter will be eligible to

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vote at any one of the early voting locations and mobile voting locations, if any. Fabens ISD agrees to share common polling places with the other political subdivision(s) as determined by the County and in accordance with the costs as allocated by the County.

- (c) Nothing in this Contract shall authorize or permit a change in the officer with whom the place at which any document is to be filed, the place at which a function is to be carried out, or other nontransferable functions as specified by the Election Code.
- (d) The Elections Administrator shall file copies of this contract with the County Judge and the County Auditor of El Paso County.
- (e) Neither party may assign, in whole or in part, any interest they may have in the agreement.
- (f) Nothing in this agreement imposes any duty on the County to maintain or repair the facilities or cure any premise defects of the property on which polling locations are located.
- (g) Neither **Fabens ISD** nor any employee of Fabens ISD is an agent, or employee of the Elections Administrator and neither Elections Administrator nor any employee thereof is an agent or employee of **Fabens ISD**. This agreement does not and shall not be construed to entitle either party or any of their respective employees, if applicable, to any benefit, privilege, or other amenities of employment by the other party.
- (h) **Fabens ISD** and the County, reserve and do not waive, their rights of sovereign immunity and similar rights, immunities and rights of their officials and employees, and their employees/officials' rights under the Texas Tort Claims Act.
- (i) Venue is in El Paso County Texas.

Fabens ISD

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COUNTY OF EL PASO, TEXAS

[Type here]

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Ricardo A. Samaniego  
County Judge

Elections Department  
 500 E. San Antonio Ave. Suite 314  
 El Paso, Texas 79901  
 Phone (915) 546-2154  
 Fax (915) 546-2220  
 www.epcountyvotes.com



**Fabens ISD**  
**November 2020**

Estimate "Exhibit A"

Payroll		
1. Central Counting Station	\$	847.88
2. Early Voting	\$	6,108.52
3. Election Day	\$	1,107.07
4. Staff Overtime	\$	2,320.00
5. Temporary Help	\$	864.00
6. Training	\$	553.13
<b>Payroll Total</b>	\$	<b>11,800.60</b>

Election Expenses		
7. Election Tabulation Software and Supplies	\$	250.00
8. Ballots Printed: Mail, Provisional, Curbside and Sample	\$	65.00
9. Publication of Notices	\$	47.25
10. Parking Garage Judges and Clerks	\$	75.00
11. Delivery and Pickup of Touchscreens- Early Voting and Election Day	\$	1,425.00
12. Delivery and Pickup of Touchscreens- Early Voting and Election Day: Fuel	\$	150.00

Early Voting		
13. Poll Pads	\$	184.51
14. Internet Connections /Cellphones	\$	139.32
15. Security Seals- Early Voting	\$	63.12
16. Kits- Early Voting	\$	82.50
17. Utilities- Early Voting Locations	\$	-
18. Touchscreen Voting Machines- Early Voting	\$	1,083.64

Election Day		
19. Poll Pads	\$	105.56
20. Internet Connections	\$	56.98
21. Security Seals- Election Day	\$	23.12
22. Kits- Election Day	\$	90.00
23. Touchscreen Voting Machines- Election Day	\$	867.66

<b>Election Expenses Total</b>	\$	<b>4,708.66</b>
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<b>Subtotal</b>	\$	<b>16,509.26</b>
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<b>Administrative Fees 10%</b>	\$	<b>1,650.93</b>
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<b>Grand Total</b>	\$	<b>18,160.19</b>
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Pay 75% of estimated cost before Election Day (as per County Commissioners Court Order)

**FABENS ISD  
BOARD OF TRUSTEES**

**BOARD OF TRUSTEES BUSINESS  
Board Agenda Item**

<b>TITLE</b>	<b>Approval of Personnel Services Contracts in Excess of \$25,000.00</b> 1. Occupational Therapist 2. Visual Impairment Teacher	<b>Date Requested</b>	07/15/2020
<b>Requested By:</b>	Ms. Michele Gonzalez	<b>Approximate Time</b>	5 minutes
<b>Division Approval:</b>		<b>Action Needed:</b>	Yes
<b>Action Requested:</b>	Administration recommends approval of 2020 -2021 contracted services for Occupational Therapist and Visual Impairment Teacher	<b>Information Only:</b>	No
<b>People Participating In Presentation:</b>	Ms. Michele Gonzalez	<b>Who Has Been Involved:</b>	Ms. Michele Gonzalez and Mr. Jorge Saenz
<b>How Will It Benefit the District's Mission/Goals?</b>	Special education students identified with visual impairments and students identified with occupational therapy as a related service will have their unique needs met as per their individual education plans	<b>How Will Request Be Financed?</b>	Visual Impairment Teacher – 199 funds  Occupational Therapist 199, 224, & 225 funds
		<b>Cost to District:</b>	Visual Impairment Teacher \$27,930  Occupational Therapist \$49,910  TOTAL \$77,840.00





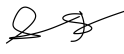
## **FABENS INDEPENDENT SCHOOL DISTRICT**

### **Special Programs Department**

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### **Request for Board Approval**

#### **Personnel Services Contract**

To: Dr. Veronica Vijil, Superintendent of Schools  
Fabens ISD Board of Trustees  
Cc: Yvonne Coupland, Chief Business Officer  
From: Jorge Saenz, Executive Director of Special Programs   
Date: July 15, 2020  
Re: Personnel Services Contracts in Excess of \$25,000.00

The purpose of this memorandum is to request approval of personnel services contracts for two positions listed below under general 199 and federal IDEA-B Formula 224 and IDEA-B Preschool 225 funds:

- Occupational Therapist
  - a. 199 funding- \$40,740.00
  - b. 224 funding- \$2,170.00
  - c. 225 funding- \$7,000.00
- Visual Impairment Teacher
  - a. 199 funding- \$27,930

#### **Justification for Request**

Our district's special education program serves nine students with visual impairments, and their varied and unique needs requires the services of a skilled and certified Visual Impairment Teacher.

Also, our SPED department offers occupational therapy to students who qualify for this related service, and 33 students are currently receiving this service. They also require services of a skilled and certified Occupational Therapist.

Both contracted services personnel will be paid at a rate of \$70 per hour if approved, which has been the rate in the five years I have overseen the SPED department and that remains competitive with the local districts in Region 19.

The total cost of the two personnel services requested is \$77,840.00.

Thank you for considering my request and please do not hesitate to contact me should you have any questions or concerns.

**FABENS ISD  
BOARD OF TRUSTEES**

**BOARD OF TRUSTEES BUSINESS  
Board Agenda Item**

<b>TITLE</b>	<b>Acceptance of Donation of Portable Digital Devices from Canutillo ISD</b>	<b>Date Requested</b>	07/17/2020
<b>Requested By:</b>	Dr. Veronica Vijil	<b>Approximate Time</b>	10 minutes
<b>Division Approval:</b>		<b>Action Needed:</b>	Yes
<b>Action Requested:</b>	The administration recommends acceptance of the donation of portable digital devices from Canutillo ISD	<b>Information Only:</b>	No
<b>People Participating In Presentation:</b>	Dr. Veronica Vijil	<b>Who Has Been Involved:</b>	Dr. Vijil Ms. Gonzalez
<b>How Will It Benefit the District's Mission/Goals?</b>		<b>How Will Request Be Financed?</b>	
		<b>Cost to District:</b>	

**FABENS ISD  
BOARD OF TRUSTEES**

**BOARD OF TRUSTEES BUSINESS  
Board Agenda Item**

<b>TITLE</b>	<b>Texas Association of School Boards (TASB) Localized Policy Manual Update 115 Affecting Local Policies:</b>	<b>Date Requested</b>	07/16/2020
<b>Requested By:</b>		<b>Approximate Time</b>	5 minutes
<b>Division Approval:</b>		<b>Action Needed:</b>	Yes
<b>Action Requested:</b>	The administration recommends that the Board add, revise, or delete (Local) policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 115	<b>Information Only:</b>	No
<b>People Participating In Presentation:</b>	Dr. Vijil	<b>Who Has Been Involved:</b>	TASB Policy Service
<b>How Will It Benefit the District's Mission/Goals?</b>	N/A	<b>How Will Request Be Financed?</b>	N/A
		<b>Cost to District:</b>	

**Local policies affected by Update 115:**

BF(LOCAL): BOARD POLICIES

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

DMD(LOCAL): PROFESSIONAL DEVELOPMENT - PROFESSIONAL MEETINGS AND VISITATIONS

EI(LOCAL): ACADEMIC ACHIEVEMENT

FB(LOCAL): EQUAL EDUCATIONAL OPPORTUNITY

FD(LOCAL): ADMISSIONS

FEB(LOCAL): ATTENDANCE - ATTENDANCE ACCOUNTING

FFG(LOCAL): STUDENT WELFARE - CHILD ABUSE AND NEGLECT

FFH(LOCAL): STUDENT WELFARE - FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

FMF(LOCAL): STUDENT ACTIVITIES - CONTESTS AND COMPETITION

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

GF(LOCAL): PUBLIC COMPLAINTS

# Vantage Points

## A Board Member's Guide to Update 115

**Please note:** *Vantage Points* is an executive summary, prepared specifically for board members, of the local policies included in the update. The topic-by-topic outline and brief descriptions focus on key issues to help local officials understand changes found in the policies.

**The description of local policy changes in *Vantage Points* is highly summarized. Please pay careful attention to the more detailed, district-specific Explanatory Notes and the policies in your localized update packet.**

For questions, contact Policy Service at [policy.service@tasb.org](mailto:policy.service@tasb.org), call us at 800-580-7529, or visit our website at [policy.tasb.org](http://policy.tasb.org).

This information is provided for educational purposes only to facilitate a general understanding of the law or other regulatory matter. This information is neither an exhaustive treatment on the subject nor is this intended to substitute for the advice of an attorney or other professional adviser. Consult with your attorney or professional adviser to apply these principles to specific fact situations.

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Update 115 focuses on updating and reorganizing several policies in the FFE series of the policy manual addressing student welfare. FFEA continues to focus on counseling, and a new code, FFEB, focuses on mental health provisions.

Several policies have been revised to incorporate the new Title IX regulations, effective August 14, 2020, which define sexual harassment under Title IX and establish detailed procedures for how districts must respond to notice or allegations of sexual harassment.

In addition to these changes, Update 115 includes several other policies affected by legislation from the 86th Legislative Session that were not included in Update 114 and incorporates numerous changes from revised Administrative Code rules.

**We strongly encourage you to review the Explanatory Notes contained in your district's update packet for information specific to your local policies and background on changes to the legal policies. Please remember that (LEGAL) policies provide the legal framework for key areas of district operations; they are not adopted by the board.**

## **Section B—Local Governance**

### **Board Policy**

A revision to **BF(LOCAL)** addressing board policy adoption clarifies that a district's legally referenced policies are not adopted by the board. The (LEGAL) policies provide information on current law and context for the district's (LOCAL) policies.

## **Section D—Personnel**

### **Compensation and Benefits**

For districts that provide paid vacation and holiday benefits, recommended revisions to **DED(LOCAL)** address the board's authorization of these programs, including which employees are eligible for the benefits. Administrative procedures are recommended to address the details of these programs to promote consistent, effective implementation and prevent conflict between policy and administrative procedures.

### **Discrimination, Harassment, and Retaliation**

Revisions to **DIA(LOCAL)** incorporate the recent United States Supreme Court decision *Bostock v. Clayton County, Georgia*, which held that an adverse employment action against an employee on the basis of homosexuality or transgender status violates Title VII's prohibition on sex discrimination in employment. As a result, the policy clarifies that discrimination on the basis of sex includes discrimination on the basis of biological sex, gender identity, sexual orientation, gender stereotypes, or any other prohibited basis related to sex.

Other revisions address the new Title IX regulations and:

- Include sexual harassment as defined by Title IX in the definition of prohibited conduct and clarify employee reporting requirements;



- Indicate that the district will follow the district’s existing investigation process to address allegations of prohibited conduct that would not meet the Title IX definition of sexual harassment;
- Add specific provisions outlining the legally required district response when the district receives notice or an allegation of conduct that could meet the definition of sexual harassment under Title IX;
- Add a requirement for the superintendent to develop a Title IX formal complaint process that will apply following a formal complaint and that must comply with the elements in the new regulations; and
- Designate the preponderance of the evidence standard to determine responsibility in formal complaints of sexual harassment under Title IX. **If the board wishes to instead use the clear and convincing evidence standard, which is a higher standard of evidence, please contact the district’s policy consultant.** The district must use the same standard of evidence for investigation of all formal Title IX sexual harassment complaints, including complaints by employees.

## Section E— Instruction

### Academic Achievement

Revised Administrative Code rules prompted revisions to **EI(LOCAL)** on academic achievement. Provisions on partial credit reflect new terminology from the rules regarding awarding of credit proportionately when a student receives a passing grade in “half” of a course, rather than per “semester.”

To provide flexibility, Policy Service recommends deletion of the statement in most districts’ policies that a student shall be required to retake only the portion of the course with a failing grade. There are various methods for a student to earn credit for the failed part of a course, and board policy is not required to specify which particular method may be used.

For those districts that did not have existing provisions on awarding course credit proportionately to a student who successfully completes only half a course, provisions have been recommended for the district’s consideration. **This is optional text; contact the district’s policy consultant if the district does not wish to include it.**

Some districts’ local policies included provisions on late enrollment or withdrawal of mobile students. To avoid conflict with new Administrative Code rules addressing transition assistance for highly mobile students who are homeless or in substitute care, which are addressed in **FD(LOCAL)**, below, Policy Service recommends deleting these provisions from **EI(LOCAL)**. Any specific practices in this area will need to align with the new rules and could be included in administrative procedures.

## **Section F— Students**

### **Admissions**

As mentioned above, recommended changes to **FD(LOCAL)** on admissions are based on new Administrative Code rules addressing transition assistance for highly mobile students who are homeless or in substitute care. The rules require districts to adopt local policy to assist with awarding credit to these students for a course that was earned prior to the student enrolling in or transferring to the district.

### **Attendance Accounting**

Recommended revisions to **FEB(LOCAL)** on attendance accounting are to address amended Administrative Code rules. The rules remove the reference to taking attendance during the second or fifth instructional hour and specify that attendance shall be determined at the official attendance-taking time during the campus's instructional day. The recommended policy text assigns to the superintendent the responsibility of designating the district's official attendance-taking time. Note that there is no requirement to include the official attendance-taking time in policy; it may be designated in district procedures.

### **Child Abuse and Neglect**

**FFG(LOCAL)** on child abuse and neglect has been significantly revised to comply with amended Administrative Code rules.

Recommended text is included to provide the required policy addressing sexual abuse, trafficking, and other maltreatment of children that must be included in the district improvement plan and the student handbook.

The rules also revise the elements of the required child abuse and neglect reporting policy. To ensure all the policy elements are addressed in board-adopted local policy, we have revised and moved provisions from **FFG(EXHIBIT)** into the local policy and recommend deletion of the exhibit.

### **Discrimination, Harassment, and Retaliation**

Revisions to **FFH(LOCAL)** address the new Title IX regulations and are similar to those made at **DIA(LOCAL)**, above. The **FFH(LOCAL)** revisions:

- Include sexual harassment as defined by Title IX in the definition of prohibited conduct and clarify employee reporting requirements;
- Indicate that the district will follow the district's existing investigation process to address allegations of prohibited conduct that would not meet the Title IX definition of sexual harassment;
- Add specific provisions outlining the legally required district response when the district receives notice or an allegation of conduct that could meet the definition of sexual harassment under Title IX;
- Add a requirement for the superintendent to develop a Title IX formal complaint process that will apply following a formal complaint and that must comply with the elements in the new regulations; and

- Designate the preponderance of the evidence standard to determine responsibility in formal complaints of sexual harassment under Title IX. **If the board wishes to instead use the clear and convincing evidence standard, which is a higher standard of evidence, please contact the district’s policy consultant.** The district must use the same standard of evidence for investigation of all formal Title IX sexual harassment complaints, including complaints by employees.

Provisions in **FB(LOCAL)** on the district’s Title IX coordinator for students have been updated to include required language from the new Title IX regulations. Corresponding wording changes were also made to the ADA/Section 504 coordinator text.

### **Student and Parent Complaints**

**FNG(LOCAL)** on grievances by students and parents includes a recommended revision to specify that a person filing a complaint regarding refusal of entry to or ejection from property based on Education Code 37.105 shall be permitted to address the board within 90 “calendar” days unless the complaint is resolved at the administrative level. This is an exception to how other timelines are calculated in the policy, which are based on “business” days in accordance with how days are defined. In addition, we have reordered the list of protected characteristics at Other Complaint Processes, item 1, to align with revisions at FFH(LOCAL) above.

### **Section G—Community and Governmental Relations**

#### **Public Complaints**

As with FNG(LOCAL), above, **GF(LOCAL)** on complaints by members of the public includes a recommended revision to specify that a person filing a complaint regarding refusal of entry to or ejection from property based on Education Code 37.105 shall be permitted to address the board within 90 “calendar” days unless the complaint is resolved at the administrative level. This is an exception to how other timelines are calculated in the policy, which are based on “business” days in accordance with how days are defined.

### **Miscellaneous Deletions**

Several local policies focusing on administrative details are recommended for deletion for those districts that had them. Board-adopted policy is not required on these topics.

- BDF(LOCAL)—citizen advisory committees
- DMD(LOCAL)—professional meetings
- FMF(LOCAL)—student contests and competitions

*A message from TASB Governmental Relations*

### **TASB Advocates for Public Schools**

It's a given that state and federal legislation influences school district policy and practice. But did you know that school board members can influence legislation?

- As a private citizen who serves the public, [your voice has weight with legislators](#).<sup>1</sup>
- By [engaging with TASB](#)<sup>2</sup> you can influence the TASB Advocacy Agenda by participating in our grassroots meetings, attending Delegate Assembly, serving on the TASB Legislative Advisory Council, and more.

If you have questions about TASB's advocacy efforts and programs, contact [TASB Governmental Relations](#)<sup>3</sup> at 800-580-4885 or [Dax.Gonzalez@tasb.org](mailto:Dax.Gonzalez@tasb.org).

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<sup>1</sup> Working with Legislators: <https://www.tasb.org/trustees/champion-your-district/working-with-legislators.aspx>

<sup>2</sup> Engage with TASB: <https://www.tasb.org/trustees/champion-your-district/engage-with-tasb.aspx>

<sup>3</sup> TASB Governmental Relations: <https://gr.tasb.org>

# Explanatory Notes

## TASB Localized Policy Manual Update 115

### Fabens ISD

#### ATTN(NOTE)

#### GENERAL INFORMATION ABOUT THIS UPDATE

Update 115 includes new Title IX regulations, effective August 14, 2020, which define sexual harassment under Title IX and establish detailed procedures for how districts must respond to notice or allegations of sexual harassment. The final Title IX regulations and related materials are available on the U.S. Department of Education [Office for Civil Rights](#) website.

Multiple changes at Update 115 are based on legislation from the Regular Session of the 86th Texas Legislature that impose changes effective with the 2020–21 school year. Unless otherwise noted, references to legislative bills throughout these explanatory notes refer to Senate Bills (SB) or House Bills (HB) from the 86th Legislature.

An overview video of the local policy changes is available under Policy Manual Update Resources in the myTASB [Policy Service Resource Library](#). **(LEGAL) policies provide the legal framework for key areas of district operations; they are not adopted by the board.**

#### AF(LEGAL)

#### INNOVATION DISTRICTS

Revisions to the Administrative Code, effective January 2020:

- Specify that an innovation district may not be exempted from Education Code Chapters 48 (Foundation School Program) and 49 (Options for Local Revenue Levels in Excess of Entitlement); and
- Authorize the commissioner to terminate district of innovation status for a district's failure to comply with the duty to discharge or refuse to hire certain employees or applicants as required by state law.

#### AIA(LEGAL)

#### ACCOUNTABILITY: ACCREDITATION AND PERFORMANCE INDICATORS

Administrative rule changes, effective August 2019, specify that districts with a local accountability system must use the local accountability system rating standards established by the commissioner. These standards will be updated annually and published in the *Local Accountability System Manual*.

Definitions for the various accreditation statuses have also been added.

#### AIB(LEGAL)

#### ACCOUNTABILITY: PERFORMANCE REPORTING

TEA has renamed the Performance-Based Monitoring Analysis System (PBMAS) to the Results Driven Accountability (RDA) system, effective December 3, 2019. This was to align with the Office of Special Education Programs (OSEP) framework.

#### AIC(LEGAL)

#### ACCOUNTABILITY: INTERVENTIONS AND SANCTIONS

Beginning with the 2020–21 school year, HB 4205 creates a new option for campuses that are required to submit campus turnaround plans—an accelerated campus excellence (ACE) turnaround plan. The commissioner is required to approve an ACE turnaround plan if the commissioner determines that the plan meets the statutory requirements.

Other changes are from revised Administrative Code rules, effective March 31, 2020. The rules clarify interventions and sanctions provisions, including campus intervention team membership and participation and campus turnaround plan submission, approval, and implementation processes.

Additional detail has been included about the required notice the campus intervention team must provide regarding the public meeting for soliciting input on development of a targeted improvement plan.



# Explanatory Notes

## TASB Localized Policy Manual Update 115

### Fabens ISD

#### BBA(LEGAL)

#### BOARD MEMBERS: ELIGIBILITY/QUALIFICATIONS

This legally referenced policy on eligibility and qualifications for board members has been revised to clarify that a person cannot *run* for the board if the person has a final felony conviction from which the person has not been pardoned or had the disabilities removed (see Eligibility). The provision at Ineligibility indicating that a person cannot *serve* as a member of the board if the person has been convicted of a felony remains unchanged.

#### BBBB(LEGAL)

#### ELECTIONS: POST-ELECTION PROCEDURES

HB 2640 deleted the requirement for the presiding officer of the board to prepare a report of precinct results for the secretary of state.

#### BBD(LEGAL)

#### BOARD MEMBERS: TRAINING AND ORIENTATION

Extensive changes to this legally referenced policy on board member training and orientation are from revised Administrative Code rules, effective March 24, 2020. See the TASB Board Development Services website for helpful overviews of the [training requirements](#).

#### BDF(LEGAL)

#### BOARD INTERNAL ORGANIZATION: CITIZEN ADVISORY COMMITTEES

HB 18 revised the list of persons that a board may appoint to the school health advisory council (SHAC). The bill also added requirements for a district to publish in the student handbook and on the district's website certain information on student physical and mental health resources, policies, and procedures and whether each campus has a full-time nurse or school counselor. The 2020–21 [TASB Model Student Handbook](#) has been updated to meet this requirement.

#### BF(LOCAL)

#### BOARD POLICIES

A revision to this local policy clarifies that a district's legally referenced policies are not adopted by the board.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

#### BQ(LEGAL)

#### PLANNING AND DECISION-MAKING PROCESS

HB 18 revised the list of strategies for improvement of student performance that must be included in the district improvement plan (DIP) to include positive behavior interventions and support and implementation of a comprehensive school counseling program. In addition, the DIP must include:

- Strategies for providing elementary school students information about higher education; and
- The district's procedures on mental health promotion and intervention, substance abuse prevention and intervention, and suicide prevention.

Details about dating violence have been moved to FFH addressing harassment; details about sexual abuse, sex trafficking, and other maltreatment of children have been moved to FFG addressing child abuse and neglect.

#### BQA(LEGAL)

#### PLANNING AND DECISION-MAKING PROCESS: DISTRICT-LEVEL

Provisions on the district-level decision-making committee's responsibilities have been revised to better match statute.

# Explanatory Notes

## TASB Localized Policy Manual Update 115

### **Fabens ISD**

#### **BQB(LEGAL) PLANNING AND DECISION-MAKING PROCESS: CAMPUS-LEVEL**

Provisions on the campus-level decision-making committee's responsibilities have been revised to better match statute.

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

The Note on page 5 has been adjusted to include a link to a USDA memo addressing micro-purchase and simplified acquisition thresholds for federal child nutrition programs.

#### **CCA(LEGAL) LOCAL REVENUE SOURCES: BOND ISSUES**

TASB Policy Service engaged an outside law firm with expertise in the area of bonds to review the federal securities law provisions in this legally referenced policy, which resulted in revisions throughout that section of the policy.

In addition, we have included two existing statutory provisions on:

- Attorney general review and approval of a public security and the record of proceedings, and
- Authority of the issuer of public securities to contract for certain services.

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

At Tax Rate Adoption, we have added information on the maximum compressed rate from HB 3 and new Administrative Code rules effective April 10, 2020.

HB 492 repeals existing law regarding reappraisal of property damaged in a disaster area. However, an amendment to the Texas constitution approved by voters in November 2019 authorizes a temporary exemption for property damaged in a disaster. These new provisions have been added to CCGA(LEGAL) addressing ad valorem tax exemptions.

A board must conduct an efficiency audit before holding an election seeking voter approval to adopt an M&O tax rate. In conducting the audit, the auditor selected by the board must follow the Legislative Budget Board (LBB) guidelines, to which we have included a link.

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

HB 492 provides for a temporary exemption for property damaged in a disaster, as authorized in an amendment to the Texas Constitution approved by voters in November 2019.

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

Revisions to this legally referenced policy reflect amended Administrative Code rules, effective February 6, 2020, and include:

- The exclusion of any employee names or other personal identifying information from the definition of *substantive documents* submitted to the comptroller in connection with economic development applications,
- Clarification of the procedures for an applicant to obtain continued eligibility for a limitation on appraised value, and
- Extended timelines for the comptroller to review a written agreement for a limitation on appraised value.

# Explanatory Notes

## TASB Localized Policy Manual Update 115

### **Fabens ISD**

#### **CCH(LEGAL)**

#### **LOCAL REVENUE SOURCES: APPRAISAL DISTRICT**

Effective September 1, 2020, SB 2 requires an appraisal district board in a county with a population of a million or more to increase the size of the appraisal review board (ARB) to an appropriate number of members. The ARB must establish special panels to conduct protest hearings.

#### **CFA(LEGAL)**

#### **ACCOUNTING: FINANCIAL REPORTS AND STATEMENTS**

Revisions to the provisions on the Annual Local Debt Report are from amended Administrative Code rules, effective April 5, 2020.

Other revisions are to add some existing legal provisions, delete nonessential provisions, and better match legal sources.

#### **CFC(LEGAL)**

#### **ACCOUNTING: AUDITS**

This legally referenced policy on audits has been revised to add some existing legal provisions, delete nonessential provisions, and better match legal sources.

#### **CKA(LEGAL)**

#### **SAFETY PROGRAM/RISK MANAGEMENT: INSPECTIONS**

This legally referenced policy on asbestos has been revised to add some existing legal provisions, delete nonessential provisions, and better match legal sources.

#### **CKE(LEGAL)**

#### **SAFETY PROGRAM/RISK MANAGEMENT: SECURITY PERSONNEL**

Revisions regarding training are from amended Administrative Code rules, effective February 5, 2020, and require district police officers and school resource officers to receive a school-based law enforcement proficiency certificate within 180 days of commission or placement in the district.

#### **CKEA(LEGAL)**

#### **SECURITY PERSONNEL: COMMISSIONED PEACE OFFICERS**

The addition of provisions regarding reporting on appointment and separation of licensed peace officers was prompted by amended Administrative Code rules, effective February 5, 2020.

#### **CMD(LEGAL)**

#### **EQUIPMENT AND SUPPLIES MANAGEMENT: INSTRUCTIONAL MATERIALS CARE AND ACCOUNTING**

Revisions to the provisions prohibiting certain expenditures of funds from the instructional materials allotment are from amended Administrative Code rules, effective February 6, 2020.

#### **CO(LEGAL)**

#### **FOOD AND NUTRITION MANAGEMENT**

A Note has been added pointing to the Texas Department of Agriculture's Records Retention List, which can assist districts with retaining documentation to demonstrate program compliance.

#### **CQ(LEGAL)**

#### **TECHNOLOGY RESOURCES**

This legally referenced policy has been revised to add some existing legal provisions, delete nonessential provisions, and better match legal sources. Citations to various laws pertaining to unlawful interception, use, or disclosure of communications have also been added to this policy for reference.

#### **CQA(LEGAL)**

#### **TECHNOLOGY RESOURCES: DISTRICT, CAMPUS, AND CLASSROOM WEBSITES**

Online posting provisions have been updated to:

# Explanatory Notes

## TASB Localized Policy Manual Update 115

### **Fabens ISD**

- Clarify that notification by the campus intervention team regarding public input on development of a targeted improvement plan must be published on the district and campus websites,
- Add the requirement to post a completed campus turnaround plan 30 days before the final plan is submitted to the board,
- Add details about posting of the Annual Local Debt Report,
- Add the requirement to post information on designated agents under the Digital Millennium Copyright Act for districts seeking to limit liability, and
- Add the requirement to post the district's family engagement plan.
- Add contact information for the district's Title IX coordinator and the district's policy of nondiscrimination; and
- Add materials used to train the Title IX coordinator and other individuals who are relevant to resolving complaints under Title IX.

### **CQB(LEGAL)**

### **TECHNOLOGY RESOURCES: CYBERSECURITY**

We have removed provisions on the Electronic Communication Privacy Act that address the criminal consequences of the Act. A high-level reference to this information has been added to CQ(LEGAL).

### **CRE(LEGAL)**

### **INSURANCE AND ANNUITIES MANAGEMENT: WORKERS' COMPENSATION**

We have removed case law addressing enforcement of a reasonable absence-control rule because the case is also included in DEC(LEGAL).

### **CS(LEGAL)**

### **FACILITY STANDARDS**

Provisions on termination of LP-gas service have been revised as a result of amended Administrative Code rules, effective January 6, 2020.

### **CY(LEGAL)**

### **INTELLECTUAL PROPERTY**

This legally referenced policy on intellectual property has been revised to add some existing legal provisions, delete nonessential provisions, and better match legal sources.

### **D(LEGAL)**

### **PERSONNEL**

The D Section table of contents has been revised to rename DBAA Pre-Employment Reviews.

### **DAA(LEGAL)**

### **EMPLOYMENT OBJECTIVES: EQUAL EMPLOYMENT OPPORTUNITY**

This legally referenced policy has been revised at Bankruptcy Discrimination to better match statute.

The provisions addressing compliance coordinators for federal nondiscrimination laws have been updated in response to the new Title IX regulations.

### **DBAA(LEGAL)**

### **EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: PRE-EMPLOYMENT REVIEWS**

This legally referenced policy has been retitled and reorganized to include various pre-employment reviews. As a result, provisions on the required pre-employment affidavit and the Do Not Hire Registry have been moved to this policy from DC(LEGAL).

# Explanatory Notes

## TASB Localized Policy Manual Update 115

### Fabens ISD

Provisions have been added on the U.S. Department of Transportation's (DOT) national commercial driver license drug and alcohol clearinghouse. A district may not employ a driver subject to DOT drug and alcohol testing who will perform a safety-sensitive function without first conducting a pre-employment inquiry through the clearinghouse.

#### **DC(LEGAL)                      EMPLOYMENT PRACTICES**

As mentioned above, provisions on the required pre-employment affidavit and the Do Not Hire Registry have been moved to DBAA(LEGAL), which now addresses pre-employment reviews.

#### **DF(LEGAL)                      TERMINATION OF EMPLOYMENT**

Failure to terminate an employee on the Do Not Hire Registry has been added as a reason for which the State Board for Educator Certification may impose sanctions on an educator. This change is from amended Administrative Code rules, effective March 5, 2020.

#### **DHC(LEGAL)                      EMPLOYEE STANDARDS OF CONDUCT: REPORTS TO TEXAS EDUCATION AGENCY**

Changes to this legally referenced policy on reports to TEA regarding non-certified employee misconduct are from revised Administrative Code rules, effective December 31, 2019. The rules clarify the information that must be in a report and include several relevant definitions.

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

Information on postaccident alcohol or controlled substances testing has been incorporated from DHE(EXHIBIT), which is being deleted.

Additional detail has been included regarding required Department of Transportation drug and alcohol testing of commercial vehicle operators.

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

This exhibit on postaccident alcohol or controlled substances testing is being deleted, as the content has been incorporated into DHE(LEGAL).

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

The Note pointing to other relevant policies has been updated to reflect Title IX changes. We have added the recent U.S. Supreme Court case, *Bostock v. Clayton County, Georgia*, which held that firing an employee on the basis of homosexuality or transgender status violates Title VII's prohibition against sex discrimination in employment. Margin notes have also been updated.

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

Recommended revisions to this policy incorporate the recent United States Supreme Court decision *Bostock v. Clayton County, Georgia*, which held that an adverse employment action against an employee on the basis of homosexuality or transgender status violates Title VII's prohibition on sex discrimination in employment. As a result, the policy clarifies that discrimination on the basis of sex includes discrimination on the basis of biological sex, gender identity, sexual orientation, gender stereotypes, or any other prohibited basis related to sex.



## Explanatory Notes

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Based on the new Title IX regulations, recommended revisions include the following.

- The definition of Prohibited Conduct has been revised to include conduct that meets the Title IX definition of sexual harassment, but the policy retains the broader definitions of prohibited conduct in districts' current policies to ensure that all prohibited conduct is addressed.
- Text at Sex-Based Harassment and Investigation of Reports Other than Title IX directs readers to new provisions on responding to allegations of prohibited conduct that if proved would meet the definition of sexual harassment under Title IX, as the law requires a specific response process for these allegations. Allegations of prohibited conduct not based on sex or that would not meet the definition of sexual harassment under Title IX will follow the district's existing investigation process.
- The Title IX regulations provide that a district has actual knowledge of sexual harassment if notice or allegations are made to any employee; therefore, a new provision at Notice of Report requires *any* employee who receives a report of prohibited conduct based on sex to notify the Title IX coordinator.
- Text at Response to Sexual Harassment—Title IX addresses legally required actions when the district receives notice or allegations of conduct that would meet the definition of sexual harassment under Title IX.
- New provisions direct the superintendent to develop a Title IX formal complaint process that will apply following a formal complaint and that must comply with the elements in the new regulations, as included in FFH(LEGAL).
- To determine responsibility in a Title IX formal complaint of sexual harassment, the policy designates that the district will use a *preponderance of the evidence* standard. **If the board wishes to instead use the *clear and convincing evidence* standard, which is a higher standard of evidence, please contact the district's policy consultant.** The district must use the same standard of evidence for investigation of all formal Title IX sexual harassment complaints, including complaints by students.
- Provisions on retaliation and records retention have been updated.

Policy Service also recommends updates to the examples for harassment to include cyberharassment and electronic communications and clarification of the provisions on distribution of the policy and any accompanying procedures.

TASB's Title IX model procedures are available in [TASB School Law eSource](#).

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

#### DIA(EXHIBIT)

#### EMPLOYEE WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

The new Title IX regulations require districts to notify employees, students, parents, and others of the Title IX coordinator's contact information, which now must include an email address. For consistency, Policy Service recommends adding an email address for the ADA/Section 504 coordinator, if applicable to your district.

**If you have not already completed the survey from Policy Service regarding coordinator contact information, including providing email addresses for each coordinator, please do so in order for your policy consultant to update this exhibit.**

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

# Explanatory Notes

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### Fabens ISD

#### DMA(LEGAL)

#### PROFESSIONAL DEVELOPMENT: REQUIRED STAFF DEVELOPMENT

HB 18 revises both optional and required training for district staff development. Required training, which must be provided annually, focuses on various aspects of student mental health, as listed in the policy. Suicide prevention training must address the specific components indicated.

Details about required mental health support programs have been updated in accordance with HB 18 and moved to FFEb addressing student mental health.

Provisions addressing required training on child abuse, trafficking, and maltreatment have been updated based on revised Administrative Code rules, effective November 6, 2019.

#### DMD(LOCAL)

#### PROFESSIONAL DEVELOPMENT: PROFESSIONAL MEETINGS AND VISITATIONS

Policy Service recommends that the administrative details regarding professional meetings be removed from the local policy manual, as board-adopted policy is not required.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

#### DP(LEGAL)

#### PERSONNEL POSITIONS

This legally referenced policy on personnel has been revised to include provisions on various physical and mental health professionals, including:

- School nurses,
- Certified school counselors,
- Nonphysician mental health professionals, and
- Licensed specialists in school psychology (LSSPs).

#### EEL(LEGAL)

#### INSTRUCTIONAL ARRANGEMENTS: CONTRACTS WITH OUTSIDE AGENCIES

In accordance with new federal provisions, districts that have Junior Reserve Officers' Training Corps programs must permit homeschooled students to participate in the program.

#### EHAA(LEGAL)

#### BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (ALL LEVELS)

Provisions on coordinated health programs have been updated based on HB 18.

HB 18 amends the SHAC's duties to include making recommendations about various aspects of student mental health.

#### EHB(LEGAL)

#### CURRICULUM DESIGN: SPECIAL PROGRAMS

New provisions on dyslexia compliance monitoring are from revised Administrative Code rules, effective December 25, 2019.

SB 2075 requires that a district notify the parent of a student who has or is at risk for dyslexia or a related disorder that the Texas State Library and Archives Commission provides audiobooks free of charge to students with eligible disabilities.

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#### EHBA(LEGAL)

#### SPECIAL PROGRAMS: SPECIAL EDUCATION

Provisions on off-campus programs to provide special education and related services during school hours in a non-district facility are from new Administrative Code rules, effective November 10, 2019. The rules address placement in the programs, notification to and review by TEA, contract requirements, and changes of student residence.

#### EHBAB(LEGAL)

#### SPECIAL EDUCATION: ARD COMMITTEE AND INDIVIDUALIZED EDUCATION PROGRAM

New Administrative Code rules, effective March 30, 2020, address transition assistance for highly mobile students who are homeless or in substitute care. For such students who transfer into the district, the rules require the receiving district to:

- Accept a referral done by a previous district for a special education evaluation and complete any written report of a full individual and initial evaluation by the timelines in law, and
- Ensure that the district meets student transfer requirements relating to the ARD committee for a student who is already eligible for services.

#### EHBE(LEGAL)

#### SPECIAL PROGRAMS: BILINGUAL EDUCATION/ESL

This legally referenced policy on bilingual education has been revised throughout as a result of amended Administrative Code rules, effective April 10, 2020. The rules address requirements for administering the home language survey, parental notice and consent, and assessment options for students in a two-way dual language immersion program.

Other revisions are to better match statute.

#### EHBG(LEGAL)

#### SPECIAL PROGRAMS: PREKINDERGARTEN

Amended Administrative Code rules, effective February 13, 2020, prompted revisions throughout the high-quality prekindergarten program provisions.

#### EHBJ(LEGAL)

#### SPECIAL PROGRAMS: INNOVATIVE AND MAGNET PROGRAMS

Changes to the application process for requesting approval from the State Board of Education or the commissioner to offer an innovative course are from amended Administrative Code rules, effective December 25, 2019.

#### EHDD(LEGAL)

#### ALTERNATIVE METHODS FOR EARNING CREDIT: COLLEGE COURSE WORK/DUAL CREDIT

Provisions on dual credit agreements have been updated based on amended Administrative Code rules, effective November 24, 2019. We have also added some existing statutory provisions on dual credit programs to address faculty supervision and student transcripts.

#### EI(LEGAL)

#### ACADEMIC ACHIEVEMENT

Provisions on partial award of credit have been updated to reflect revised Administrative Code rules, effective March 15, 2020. The rules revised terminology regarding awarding of credit proportionately when a student receives a passing grade in "half" of a course, rather than per "semester."

New Administrative Code rules, effective March 30, 2020, address transition assistance for highly mobile students who are homeless or in substitute care and require districts to:

- Adopt local policy to assist with awarding credit for a course that was earned prior to the student enrolling in or transferring to the district [see FD(LOCAL) recommendations in Update 115],



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- Develop credit recovery plans for students who were denied credits outside the district or if the student's credit deficit would impede on-time promotion or graduation,
- Create course transition plans for students who were denied credit,
- Develop and administer personal graduation plans for junior or middle school students, and
- Comply with existing Education Code provisions regarding awarding of diplomas.

### EI(LOCAL)

#### ACADEMIC ACHIEVEMENT

Provisions on partial credit have been updated to reflect revised Administrative Code rules, which changed terminology regarding awarding of credit proportionately when a student receives a passing grade in "half" of a course, rather than per "semester."

To provide flexibility, Policy Service is recommending deletion of the statement that a student shall be required to retake only the portion of the course with a failing grade. The ways a student can earn credit for the failed part of a course can include various methods other than retaking the failed portion, and board policy is not required to specify which particular method may be used.

New Administrative Code rules address transition assistance for highly mobile students who are homeless or in substitute care. Because these new rules address similar concepts as the district's current text on late enrollment or withdrawal of migrant or homeless students and to avoid conflict with the new rules, Policy Service recommends deleting this provision from local policy. Any specific practices in this area will need to align with the new rules and could be included in administrative procedures. See also FD(LOCAL) in this update for recommended changes addressing the new Administrative Code rules.

### EIF(LEGAL)

#### ACADEMIC ACHIEVEMENT: GRADUATION

Beginning with students enrolled in the 12th grade in the 2021–22 school year, HB 3 will require a student to complete and submit a federal or Texas application for financial aid to graduate. The provision has been added to the policy manual now in case the district starts receiving questions about this provision. TEA will be issuing rules with more details.

Details on forming an individual graduation committee, including acceptable alternate members, have been added from amended Administrative Code rules, effective February 10, 2020.

Administrative Code rules effective November 24, 2019, provide that a student who completes the core curriculum of an institution of higher education meets the curriculum requirements for the foundation high school program, earns an endorsement and the distinguished level of achievement, and is entitled to a high school diploma.

Provisions on transitioning to the foundation high school program have been deleted from law.

### EKB(LEGAL)

#### TESTING PROGRAMS: STATE ASSESSMENT

Changes to this legally referenced policy on assessments include:

- Additional detail on end-of-course assessments, for more complete information;
- Deletion of detailed provisions on use of the TSI as a substitute assessment in lieu of a statutory reference; and
- Revisions to testing requirements for accountability purposes based on amended Administrative Code rules, effective February 23, 2020.

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#### EKC(LEGAL)

#### TESTING PROGRAMS: READING ASSESSMENT

Effective with the 2020–21 school year, HB 3 requires a district to administer the commissioner-adopted reading instrument or the commissioner-approved alternative reading instrument to students at the kindergarten level and report results of reading instruments to parents within 60 calendar days of administration.

#### ELA(LEGAL)

#### CAMPUS OR PROGRAM CHARTERS: PARTNERSHIP CHARTERS

This legally referenced policy on partnership charters has been significantly revised in accordance with amended Administrative Code rules, effective March 31, 2020. The rules:

- State that operating partners have final and sole authority over certain campus decisions;
- Add numerous requirements for performance contracts; and
- Update the TEA approval process.

In accordance with amended Administrative Code rules, effective September 1, 2019, a performance contract for a partnership charter only needs to include assurances that the district has consulted with relevant campus personnel if the partnering entity is an open enrollment charter school and not for other partnering entities approved by TEA.

#### F(LEGAL)

#### STUDENTS

Update 115 includes reorganization of student mental health provisions. As a result:

- FFE has been renamed Counseling and Mental Health;
- FFEA has been renamed Counseling; and
- FFEB has been renamed Mental Health.

#### FB(LEGAL)

#### EQUAL EDUCATIONAL OPPORTUNITY

The provisions on required grievance procedures and retaliation have been updated based on the new Title IX regulations.

#### FB(LOCAL)

#### EQUAL EDUCATIONAL OPPORTUNITY

The provision on the Title IX coordinator has been updated in response to the new Title IX regulations. Corresponding wording changes were made to the ADA/Section 504 coordinator text.

#### FB(EXHIBIT)

#### EQUAL EDUCATIONAL OPPORTUNITY

The new Title IX regulations require districts to notify employees, students, parents, and others of the Title IX coordinator's contact information, which now must include an email address. For consistency, Policy Service recommends adding an email address for the district's ADA/Section 504 coordinator.

**If you have not already completed the survey from Policy Service regarding coordinator contact information, including providing email addresses for each coordinator, please do so in order for your policy consultant to update this exhibit.**

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

#### FD(LOCAL)

#### ADMISSIONS

New Administrative Code rules, effective March 30, 2020, address transition assistance for highly mobile students who are homeless or in substitute care and require districts to adopt local policy to assist with



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awarding credit to a student who is homeless or in substitute care for a course that was earned prior to the student enrolling in or transferring to the district. See Transition Assistance for recommended text to comply with this local policy requirement.

Additional revisions are recommended to more concisely reflect that a student who is enrolled in a home-school or any other type of private school is not eligible for concurrent enrollment in the district or participation in district activities, except as required by law.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

#### **FDB(LEGAL) ADMISSIONS: INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS**

Clarification has been added regarding transfer of a student with a disability who receives special education services and who engaged in bullying.

#### **FEA(LEGAL) ATTENDANCE: COMPULSORY ATTENDANCE**

From HB 3, we have added a provision, effective September 1, 2020, clarifying that a student is not required to attend school for the additional instructional days for which a district receives a financial incentive under Education Code 48.0051. See FEB(LEGAL) for more information.

#### **FEB(LEGAL) ATTENDANCE: ATTENDANCE ACCOUNTING**

Amended Administrative Code rules, effective December 25, 2019, delete the reference to taking attendance during the second or fifth instructional hour and specify that attendance shall be taken at the official attendance-taking time during the campus's instructional day. There is no requirement to include the official attendance-taking time in policy; it may be designated in district procedures.

From HB 3, we have added a provision, effective September 1, 2020, under which a district may receive a financial incentive for offering an additional 30 days of half-day instruction above the required minimum number of minutes for students in prekindergarten through fifth grade.

#### **FEB(LOCAL) ATTENDANCE: ATTENDANCE ACCOUNTING**

Recommended revisions to this local policy on attendance accounting are to address amended Administrative Code rules that delete the reference to taking attendance during the second or fifth instructional hour and specify that attendance shall be determined at the official attendance-taking time during the campus's instructional day. The recommended text assigns to the superintendent the responsibility of designating the district's official attendance-taking time. Note that there is no requirement to include the official attendance-taking time in policy; it may be designated in district procedures.

See FEB in the [TASB Regulations Resource Manual](#).

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

Provisions on nursing peer review committees have been moved to DP(LEGAL).

Provisions on psychotropics and psychiatric evaluations have been moved to FFEB(LEGAL).

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#### **FFAE(LEGAL)**

#### **WELLNESS AND HEALTH SERVICES: SCHOOL-BASED HEALTH CENTERS**

HB 18 permits the board (in addition to a local health education and health-care advisory council) to initiate the establishment of a school-based health center at a campus. The bill also expands the list of services that may be provided at school-based health centers to include physical health care, treatment of mental health conditions, and treatment for substance abuse.

Other changes from HB 18 address parental consent for referrals, the membership of the advisory council, and coordination with existing providers.

#### **FFB(LEGAL)**

#### **STUDENT WELFARE: CRISIS INTERVENTION**

Provisions on the recommended best practice programs and research-based practices on student mental health have been moved to FFEB(LEGAL).

#### **FFC(LEGAL)**

#### **STUDENT WELFARE: STUDENT SUPPORT SERVICES**

New Administrative Code rules, effective March 30, 2020, address transition assistance for highly mobile students who are homeless or in substitute care. The rules address processes and practices on the following:

- Transferring student records;
- Developing systems to ease transition for students, including welcome packets, introductions, and mechanisms for receiving school nutrition program benefits;
- Convening enrollment conferences;
- Determining appropriate placement in educational programs and courses;
- Facilitating participation in extracurricular programs;
- Promoting postsecondary information; and
- Notifying the educational decision-maker and caseworker of events that significantly impact the student's education.

#### **FFE(LEGAL)**

#### **STUDENT WELFARE: COUNSELING AND MENTAL HEALTH**

Provisions on counseling have been moved to FFEA.

#### **FFEA(LEGAL)**

#### **COUNSELING AND MENTAL HEALTH: COUNSELING**

This legally referenced policy has been reorganized to focus on both behavioral and academic counseling programs. As a result:

- Personnel provisions on school counselors and their duties have been moved to DP(LEGAL), and
- Various provisions regarding consent to counseling services previously at FFE(LEGAL) have been moved to this code.

From HB 18, we have added a provision requiring a school counselor to work with various stakeholders to plan, implement, and evaluate a comprehensive school counseling program.

From HB 114, we have added a provision applicable with the 2020–21 school year requiring a school counselor to provide information regarding availability of college credit for military experience, education, and training obtained during military service.

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#### FFEB(LEGAL)

#### COUNSELING AND MENTAL HEALTH: MENTAL HEALTH

This legally referenced policy has been added to focus on student mental health programs. As a result, provisions on psychotropics and psychiatric evaluations previously at FFAC(LEGAL) have been moved to this code.

The policy now addresses the various mental health programs, as revised by HB 18, for which the district must develop practices and procedures. The practices and procedures must be included in the student handbook and district improvement plan. The 2020–21 [TASB Model Student Handbook](#) has been updated to meet this requirement.

#### FFG(LEGAL)

#### STUDENT WELFARE: CHILD ABUSE AND NEGLECT

This legally referenced policy on child abuse and neglect has been significantly revised based on amended Administrative Code rules, effective November 6, 2019. The rules address the required policy on sexual abuse, trafficking, and other maltreatment of students that must be included in the district improvement plan and the student handbook. The 2020–21 [TASB Model Student Handbook](#) has been updated to meet this requirement. The rules also revise the elements of the required child abuse and neglect reporting policy.

FFG(LOCAL) has been revised to comply with these rule changes.

#### FFG(LOCAL)

#### STUDENT WELFARE: CHILD ABUSE AND NEGLECT

This local policy on child abuse and neglect has been significantly revised based on amended Administrative Code rules.

Recommended text is included to provide the required policy addressing sexual abuse, trafficking, and other maltreatment of students that must be included in the district improvement plan and the student handbook. The 2020–21 [TASB Model Student Handbook](#) has been updated to meet this requirement.

The rules also revise the elements of the required child abuse and neglect reporting policy. To ensure all the policy elements are addressed in board-adopted local policy, we have revised and moved provisions from FFG(EXHIBIT) into this local policy and recommend deletion of the exhibit.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

#### FFG(EXHIBIT)

#### STUDENT WELFARE: CHILD ABUSE AND NEGLECT

As mentioned at FFG(LEGAL), Administrative Code rules on child abuse and neglect were recently revised. To ensure that all required policy elements are addressed in board-adopted local policy, we have revised and moved provisions from this exhibit into FFG(LOCAL). This exhibit is recommended for deletion.

#### FFH(LEGAL)

#### STUDENT WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

This legally referenced policy addressing discrimination, harassment, and retaliation against students has been significantly revised to include the new Title IX regulations, which define sexual harassment under Title IX and establish detailed procedures for how districts must respond to notice or allegations of sexual harassment.

The final Title IX regulations and related materials are available on the U.S. Department of Education [Office for Civil Rights](#) website.

Provisions on dating violence have been moved from BQ(LEGAL) to this code on discrimination, harassment, and retaliation.



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#### FFH(LOCAL)

#### STUDENT WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

Based on the new Title IX regulations, recommended revisions include the following.

- The definition of Prohibited Conduct has been revised to include conduct that meets the Title IX definition of sexual harassment, but the policy retains the broader definitions of prohibited conduct in districts' current policies to ensure that all prohibited conduct is addressed.
- Text at Sex-Based Harassment and Investigation of Reports Other than Title IX directs readers to new provisions on responding to allegations of prohibited conduct that if proved would meet the definition of sexual harassment under Title IX, as the law requires a specific response process for these allegations. Allegations of prohibited conduct not based on sex or that would not meet the definition of sexual harassment under Title IX will follow the district's existing investigation process.
- The provision requiring an employee to report prohibited conduct has been updated to include either direct or indirect reports.
- Text at Response to Sexual Harassment—Title IX addresses legally required actions when the district receives notice or allegations of conduct that would meet the definition of sexual harassment under Title IX.
- New provisions direct the superintendent to develop a Title IX formal complaint process that will apply following a formal complaint and that must comply with the elements in the new regulations, as included in FFH(LEGAL).
- To determine responsibility in a Title IX formal complaint of sexual harassment, the policy designates that the district will use a *preponderance of the evidence* standard. **If the board wishes to instead use the *clear and convincing evidence* standard, which is a higher standard of evidence, please contact the district's policy consultant.** The district must use the same standard of evidence for investigation of all formal Title IX sexual harassment complaints, including complaints by employees.
- Provisions on retaliation and false claims have been updated and moved to the end of the policy.

Policy Service also recommends updates to the examples for harassment to include cyberharassment and electronic communications.

TASB's Title IX model procedures are available in [TASB School Law eSource](#).

#### FFH(EXHIBIT)

#### STUDENT WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

The new Title IX regulations require districts to notify employees, students, parents, and others of the Title IX coordinator's contact information, which now must include an email address. For consistency, Policy Service recommends adding an email address for the district's ADA/Section 504 coordinator.

**If you have not already completed the survey from Policy Service regarding coordinator contact information, including providing email addresses for each coordinator, please do so in order for your policy consultant to update this exhibit.**

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

#### FM(LEGAL)

#### STUDENT ACTIVITIES

The detailed list of honors classes for purposes of eligibility to participate in extracurricular activities has been deleted in lieu of a reference to the Administrative Code.

# Explanatory Notes

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Existing statutory provisions on before- and after-school programs for elementary and middle school grades have been added.

#### **FMF(LOCAL)**

#### **STUDENT ACTIVITIES: CONTESTS AND COMPETITION**

This local policy on student contests and competition is recommended for deletion. There is no requirement for board policy on these issues; the district's practices can be included in administrative procedures.

#### **FNG(LOCAL)**

#### **STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT AND PARENT COMPLAINTS/GRIEVANCES**

Policy Service has revised the list of protected characteristics at Other Complaint Processes, item 1, to align with the list at FFH(LOCAL) above.

A recommended revision specifies that a person filing a complaint regarding refusal of entry to or ejection from property based on Education Code 37.105 shall be permitted to address the board within 90 "calendar" days. This is an exception to how other timelines are calculated in the policy, which are based on "business" days in accordance with how days are defined.

See FNG in the [TASB Regulations Resource Manual](#) for updated complaint forms.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

#### **GBAA(EXHIBIT)**

#### **INFORMATION ACCESS: REQUESTS FOR INFORMATION**

This exhibit referring to the attorney general's guidelines for charges under the Public Information Act is being deleted. The citation to the Administrative Code where these charges are found has been added to GBAA(LEGAL).

See GBAA in the [TASB Regulations Resource Manual](#) for updated forms related to requests for information.

#### **GF(LOCAL)**

#### **PUBLIC COMPLAINTS**

A recommended revision specifies that a person filing a complaint regarding refusal of entry to or ejection from property based on Education Code 37.105 shall be permitted to address the board within 90 "calendar" days. This is an exception to how other timelines are calculated in the policy, which are based on "business" days in accordance with how days are defined.

See GF in the [TASB Regulations Resource Manual](#) for updated complaint forms.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

#### **GKA(LEGAL)**

#### **COMMUNITY RELATIONS: CONDUCT ON SCHOOL PREMISES**

Provisions on drones have been updated based on changes to federal law and replace previous provisions on model aircraft.



**FABENS ISD  
BOARD OF TRUSTEES**

**BOARD OF TRUSTEES BUSINESS  
Board Agenda Item**

<b>TITLE</b>	Fabens ISD 2020 – 2021 Compensation Plan	<b>Date Requested</b>	07/15/2020
<b>Requested By:</b>		<b>Approximate Time</b>	30 minutes
<b>Division Approval:</b>		<b>Action Needed:</b>	Yes
<b>Action Requested:</b>	The administration recommends approval of the 2020 -2021 compensation plan as presented	<b>Information Only:</b>	No
<b>People Participating In Presentation:</b>	Ms. Audry Ortegon Ms. Yvonne Coupland	<b>Who Has Been Involved:</b>	Ms. Ortegon, Ms. Coupland, TASB Representative Ms. Luz Cadena and Dr. Veronica Vijil
<b>How Will It Benefit the District's Mission/Goals?</b>		<b>How Will Request Be Financed?</b>	
		<b>Cost to District:</b>	

**FABENS ISD  
BOARD OF TRUSTEES**

**BOARD OF TRUSTEES BUSINESS  
Board Agenda Item**

<b>TITLE</b>	<b>Elementary and Secondary School Emergency Relief Funding Application</b>	<b>Date Requested</b>	07/15/2020
<b>Requested By:</b>	Yvonne Coupland	<b>Approximate Time</b>	5 minutes
<b>Division Approval:</b>	N/A	<b>Action Needed:</b>	No
<b>Action Requested:</b>	None	<b>Information Only:</b>	Yes
<b>People Participating In Presentation:</b>	Yvonne Coupland	<b>Who Has Been Involved:</b>	Ms. Coupland Dr. Vijil Ms. Gonzalez and Ms. Ortegon
<b>How Will It Benefit the District's Mission/Goals?</b>	ESSER funding will recover the 7% loss of FSP State Funding	<b>How Will Request Be Financed?</b>	N/A
		<b>Cost to District:</b>	\$1,337,711 if we do not apply for funding.  \$0.00 cost to district if we apply for funding



## FABENS INDEPENDENT SCHOOL DISTRICT Business Office

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To: Dr. Veronica Vijil  
Board Members  
Fabens ISD Community

From: Yvonne B. Coupland, Chief Business Officer

Date: July 7, 2020

Re: Fabens ISD Foundation State Aid and ESSER Funding due to (COVID-19)

Due to the COVID-19 pandemic, Fabens ISD will be applying for the Cares Act, Elementary and Secondary School Emergency Relief funding (ESSERF) during fiscal year 2019-2020.

The ESSER funding entitlement allotment for Fabens ISD is in the amount of \$1,337,711<sup>i</sup> which will be used to offset the equivalent reduction in the Foundation State Aid during fiscal year 2019-2020. Please note that Local Education Agencies (LEA) that do not apply or utilize the ESSER in the 2019-2020 schools year could exceed its revenues resulting in the LEA ending the year with a deficit. In addition, and as defined under the CARES Act Funding FAQ's (#10)<sup>ii</sup> The LEA should ensure the final budget amendment reflects the reduced \$1,337,711 reduction in FSP revenue and record the impact on FSP settle up.

As a result, the leadership team at Fabens ISD has discussed the best uses of the ESSER funds will be to use towards regular operating expenses, beginning March 13, 2020 through August 31, 2020 and as allowed by under the ESSER grant program and statues as defined under the CARES Act Funding FAQ's (18). The types of expenditures that administration has identified to transfer from the general fund 199, will go towards to pay for the direct costs incurred for planning and mitigation of the coronavirus pandemic such as, but not limited to, additional technology, hot spots for internet service, costs of distant learning, and other activities that are necessary to maintain the operation of and continuity of services in the LEA and continue to employ existing staff.

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**Texas Education Agency  
Department of Grant Compliance and Administration  
CARES Act, Elementary and Secondary School Emergency Relief Fund (ESSERF)  
LEA Entitlement Amounts (Alphabetical by District)  
Fiscal Year 2020**

Region	County District	District Name	Entitlement Amount
20	015905	EDGEWOOD ISD	5,002,289
07	234903	EDGEWOOD ISD	101,221
01	108904	EDINBURG CISD	12,837,928
03	120901	EDNA ISD	271,982
10	057833	EDUCATION CENTER INTERNATIONAL ACADEMY	81,432
05	123805	EHRHART SCHOOL	135,663
03	241903	EL CAMPO ISD	801,155
19	071804	EL PASO ACADEMY	85,748
19	071902	EL PASO ISD	19,687,855
19	071810	EL PASO LEADERSHIP ACADEMY	80,528
09	243902	ELECTRA ISD	98,101
13	011902	ELGIN ISD	749,507
07	001903	ELKHART ISD	186,552
07	102906	ELYSIAN FIELDS ISD	157,945
10	070903	ENNIS ISD	1,066,151
11	049906	ERA ISD	52,351
11	072802	ERATH EXCELS ACADEMY INC	42,915
04	101872	ETOILE ACADEMY CHARTER SCHOOL	31,347
07	174910	ETOILE ISD	67,366
14	030906	EULA ISD	90,198
07	107905	EUSTACE ISD	391,888
05	121906	EVADALE ISD	44,499
12	050901	EVANT ISD	41,710
11	220904	EVERMAN ISD	1,547,581
10	057834	EVOLUTION ACADEMY CHARTER SCHOOL	142,111
04	101811	EXCEL ACADEMY	223,303
01	108809	EXCELLENCE IN LEADERSHIP ACADEMY	95,191
07	210906	EXCELSIOR ISD	30,012
03	143906	EZZELL ISD	15,213
19	071903	FABENS ISD	1,337,711
12	081902	FAIRFIELD ISD	291,121
20	128904	FALLS CITY ISD	33,290

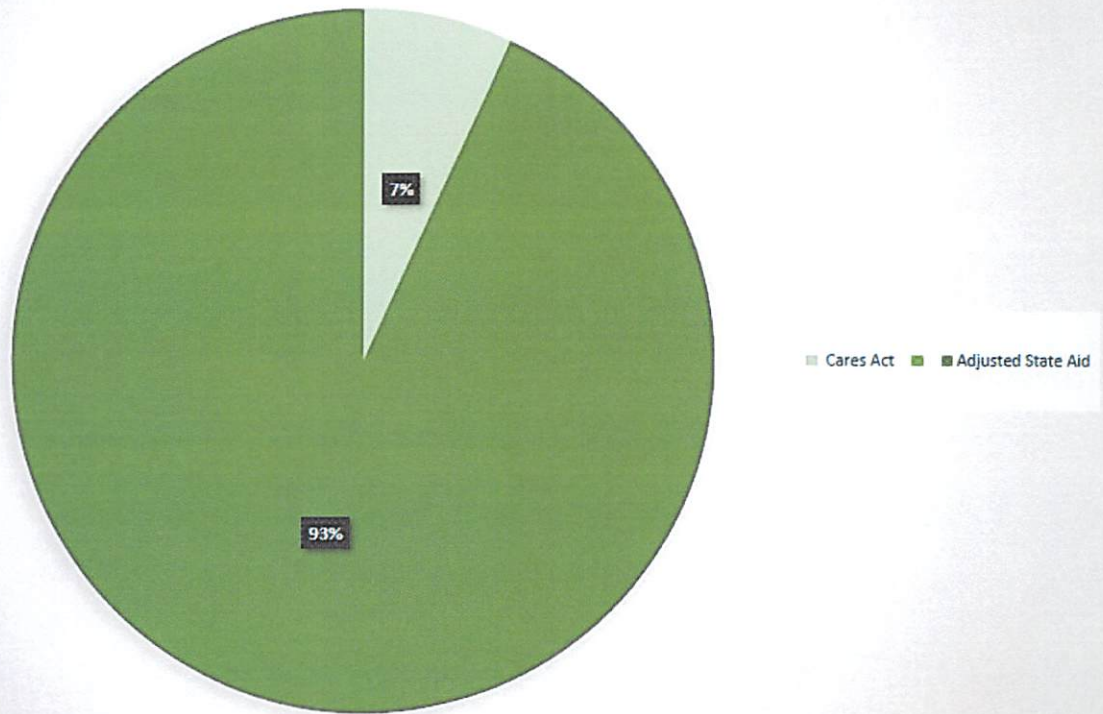
<sup>i</sup> Attachment A – LEA Entitlement Amount

<sup>ii</sup> Attachment B – CARES Act Funding and COVID Expense Reimbursement FAQ dated June 16, 2020



SOF FY 2019-2020	FABENS LEA Entitlement	Adjusted State Aid
State Aid 19,520,081.00 100%	Cares Act 1,337,711.00 7%	\$ 18,182,370.00 93%

**FY 2019- 2020 the Fabens ISD State Aid will be Reduced Due to Cares Act and ESSER Funding**



FY 2019-2020 the TEA Summary of Finance Revenues assigned is \$19,520,081 as of 7/9/2020.

Due to the COVID-19 Pandemic - State Aid will be reduced by 7% and will be made whole by the CARES ACT ESSER Funds.

For Fabens ISD this equvalates to a \$1,337,711 million dollar reduction in foundation revenue.

In order to maintain a balanced budget FY 2020, the Fabens Administrative Leadership Team will be applying for the ESSER Funds and will utilize the funds as described in memorandum.





# Federal Funding & Grants

Updated June 16, 2020

(512) 463-9000

disasterinfo@tea.texas.gov

[tea.texas.gov/coronavirus](https://tea.texas.gov/coronavirus)

For information on general state funding issues please see the **General State Funding FAQ** located on the [TEA Coronavirus webpage under Funding and Waivers](#).

For information on ADA, attendance, instructional minutes and enrollment, please see the **Enrollment and Attendance FAQ** located on the [TEA Coronavirus webpage under Funding and Waivers](#).

For information on FEMA-related questions, please see the **FEMA FAQ** located on the [TEA Coronavirus webpage under Funding and Waivers](#).

For information on CARES ACT and reimbursement questions, please see the **CARES ACT Funding and Documentation FAQ** located on the [TEA Coronavirus webpage under Funding and Waivers](#)

## Federal Funding and Grants: Section Topics

- [Flexibility and Waivers](#)
- [Carryover and Application Issues](#)
- [Required Documentation](#)
- [Extensions for Grants](#)
- [Salary Compensation](#)
- [Grant Planning for School Year \(SY\) 2020-2021](#)
- [Eligible Uses of Grant Funds](#)
- [Specific Federal Grants - Migrant Students](#)
- [Specific Federal Grants - TTIPS](#)
- [Stimulus Funding under the Federal CARES Act](#)

## Flexibility and Waivers

1. **What if I had expenses associated with my federal grant for services that were cancelled but where certain fees are still charged (travel/conferences/etc.)?** [Updated April 14, 2020](#)

Provided that a subgrantee first seeks to recover nonrefundable costs (e.g., travel, registration fees) associated with a federal grant from the relevant entity that charged the fee (e.g., airline, hotel, conference organizer) grant funds may be used to reimburse unrefunded costs.

Some businesses are offering flexibility with regard to refunds, credits, and other remedies for losses due to the COVID-19 outbreak. Many agreements or contracts for conferences, training, or other activities related to a grant contain a force majeure or emergency provision, and the subgrantees must seek to exercise those clauses to the extent possible in light of the COVID-19 outbreak.

If a subgrantee is unable to recover the costs, the subgrantee may charge the appropriate grant for the cancellation costs, provided the costs were reasonable and incurred in order to carry out an allowable activity under the grant, consistent with the federal cost principles described in 2 CFR Part 200 Subpart E of the *Uniform Administrative Requirements, Cost Principles, And Audit Requirements For Federal Awards* (Uniform Guidance).

Subgrantees should not assume additional funds will be available should the charging of cancellation or other fees result in a shortage of funds to eventually carry out the event or travel. Subgrantees must maintain appropriate records and cost documentation as required by 2 CFR § 200.302 (financial management) and 2 CFR § 200.333 (retention requirements for records) to substantiate the charging of any cancellation or other fees related to the interruption of operations or services.

## 2. Is TEA requesting flexibility or waivers from the Feds on federal funding awards? [Updated April 21, 2020](#)

TEA received **approval from USDE** on April 10, 2020, for the following waivers:

- Title I, Part A Carryover Limitation – SY 2019-2020 Title I, Part A funds that become carryover into SY 2020-2021 on October 1, 2020, will be allowed a general waiver to carryover more than the statutory 15%.
- Period of Availability – SY 2018-2019 federal grant funds listed below, that would have ended September 30, 2020, are granted a one-year extension on the life of the funding. These funds will now be available until September 30, 2021:
  - ESSA, Title I, Part A Improving Basic Programs
  - ESSA, Title I School Improvement (Section 1003)
  - ESSA, Title I, Part B State Assessment Grant
  - ESSA, Title I, Part C Migrant
  - ESSA, Title I, Part D, Subpart 1 Neglected, Delinquent, State Agency Programs
  - ESSA, Title I, Part D, Subpart 2 Neglected, Delinquent, and At-Risk Programs
  - ESSA, Title II, Part A Teacher and Principal Training and Recruiting Programs
  - ESSA, Title III, Part A English Language Acquisition
  - ESSA, Title IV, Part A Student Support and Academic Enrichment Grants
  - ESSA, Title IV, Part B 21<sup>st</sup> Century Community Learning Centers
  - ESSA, Title V, Part B, Subpart 2 Rural and Low-Income Schools Program
  - McKinney-Vento Education for Homeless Children and Youth
- ESSA, Title IV, Part A needs assessment requirement for SY 2019-2020. This waiver allows LEAs to address newly identified needs without the need to revise their needs assessment.
- ESSA, Title IV, Part A three content area spending set-aside requirements for SY 2019-2020 (including carryover from SY2018-2019). This waiver allows LEAs to expend grant funds as needed.



- ESSA, Title IV, Part A limitation on technology infrastructure costs. This waives the 15% limitation and allows LEAs to expend grant funds as needed.
- ESSA definition of professional development for SY 2019-2020. This waiver ensures online or virtual training is allowable under ESSA grant funding.

TEA will implement these waivers for all subgrantees as long as the two assurances below are met by the subgrantees:

- Subgrantees ensure they will use funds under the respective ESSA programs in accordance with the provisions of all applicable statutes, regulations, program plans, and applications not subject to these approved waivers.
- Subgrantees ensure they will work to mitigate any negative effects, if any, that may occur as a result of these approved waivers.

On April 9, 2020, TEA submitted a broader waiver request to USDE under the Secretary's ESSA waiver process. USDE has provided a preliminary response to the following waivers that were **requested**:

- Period of Availability of all federal fiscal year 2018 education grant funds ending September 30, 2020, to September 30, 2021, and all federal fiscal year 2019 education grant funds ending September 30, 2021, to September 30, 2022. This waiver is broader than the USDE expedited waiver and would apply to the State and all eligible subrecipients to provide no-cost extensions to extend the "life" of the funds for an additional year. This will allow the state and eligible LEAs to have more time to expend these funds to meet newly identified needs.
  - On Friday, April 17, 2020, USDE indicated that each office in USDE will address individual flexibility and waivers. As of now the approved waivers for 2018-2019 ESSA programs listed above, and a new waiver for Perkins that is being offered, are the only period of availability waivers that USDE has offered. A waiver for IDEA is expected to be offered soon.
  - USDE also indicated that a waiver to extend the period of availability for SY 2019-2020 funds will not be considered at this time, since those funds have a life til September 30, 2021 already.
- Extend the Liquidation Period for obligations made during the award period for all federal fiscal year 2018 education grant funds ending September 30, 2020, for the State and all its eligible LEAs affected by COVID-19. This waiver would extend the amount of time eligible LEAs had to liquidate federal grant funds for obligations made during the grant period. This would allow eligible LEAs to have more time to receive goods and services that have been interrupted by the pandemic and resulting closures.
  - On Friday, April 17, 2020, USDE indicated that this waiver would be taken care of in the official approval of the expedited waivers above.
- Allowability of uses of federal funds regulations prohibiting subrecipients from paying for services not received. This would allow subrecipients to use federal grant funds to pay for activities and services that were properly procured and then cancelled due to COVID-19 without refunds to the subrecipient. This could include items such as restocking fees when items could not be delivered to the LEA due to closure.

- On Friday, April 17, 2020, USDE indicated this waiver would require additional conversation, but felt it may not be needed due to flexibility already offered.

On April 21, 2020, TEA received Period of Availability waiver **approvals from USDE** granting a one-year extension on the life of 1) the SY 2018-2019 federal Perkins CTE grant that would have ended September 30, 2020, and 2) the 2018 Restart grant that would have ended April 26, 2020. These funds will now be available until September 30, 2021.

### **3. What types of flexibility are available for federal funding?** [Updated April 14, 2020](#)

USDE has just begun issuing federal flexibility in the past week and will continue to release flexibility on an ongoing basis.

See the prior questions under Flexibility and Waivers, question 1 under Salary Compensation, and question 3 under Uses of Grant Funds for flexibility issued from USDE.

### **4. Will there be any flexibility to federal EDGAR regulations around procurements, such as price quotes or competitive processes?** [Posted March 27, 2020](#)

There may be flexibility moving forward, but it is uncertain at this time. TEA is requesting waivers of EDGAR related requirements from USDE. Remember that districts have some flexibility in this area within their local policies and procedures, such as internet searches are allowable for getting price quotes if the search result is documented, and your local procedures allow for internet quotes. If your local procedure does not allow for internet quotes, the federal regulations allow for you to revise your local procedures as needed.

### **5. Does the Title IV, Part A limitation on technology infrastructure apply to COVID-19 related purchases of technology such as internet hot spots? If yes, can this requirement be waived?** [Posted April 14, 2020](#)

The Title IV, Part A technology infrastructure limitation has been waived. See question 2 under Flexibility and Waivers for more information.

### **6. Any discussion on whether IDEA MOE will be addressed with the potential extra expenditures during and following the pandemic?** [Posted April 21, 2020](#)

TEA has asked USDE for flexibility and guidance; however, IDEA-B LEA MOE compliance is measured against the prior year's expenditures. The MOE compliance that might potentially be impacted will be calculated in Spring 2021. We expect USDE will say that decisions will be made later after we learn more of the full impact the pandemic has on LEAs. For now, focus on doing what is best for students.

### **7. Is the Title IV, Part A technology waiver and the waiver for the three areas of allocation extending into 2020-2021 or does this last only until the end of fiscal year 2020?** [Posted April 30, 2020](#)



As currently approved, the waivers from USDE are for School Year 2019-2020 Title IV, Part A funding only.

8. **Now that the waiver for Title IV has been approved there have been questions from districts about how to amend the application. When they try to amend the application, it will not allow them to put more than 15% in the technology infrastructure line or put all of the funds in one of the three areas as the waiver now allows. How do they complete the amendment?** [Posted April 30, 2020](#)

The eGrants programmers are working to adjust the schedule so that the LEAs can amend. TEA will update this response when that new functionality is available.

NEW  
6/18/20

9. **Is the 15% carryover limitation on ESSA, Title I School Improvement (Section 1003) grant funds waived for this year?** [NEW June 18, 2020](#)

The 15% carryover limitation does not apply to Section 1003 funds so the waiver is not applicable.

## Carryover and Application Issues

1. **Will there be exceptions for carry over amounts for Title funds and grants?** [Updated April 14, 2020](#)

See question 2 under Flexibility and Waivers for the list of waivers approved by USDE. The Title I, Part A 15% limitation on carryover has been waived as described above.

For grants that do not have statutory carryover limitations, TEA has flexibility to allow higher percentages than normal.

2. **Do you expect current federal grant allocations to change due to COVID-19?** [Updated April 21, 2020](#)

Current year federal grant allocations are already allocated and awarded (NOGAs have been issued). It would take federal statute to change the current year allocations.

School year 2020-2021 allocations have not been calculated, but there are no significant changes in the preliminary data received from USDE as of March 27<sup>th</sup> except for the Migrant Education Program. The ESSA statutory hold-harmless provision in the Migrant formula expires at the end of the 2019-2020 school year. The allocation of Migrant funding to the state is decreasing approximately 38% due to this formula change. The reduction is not related to COVID-19.



- 3. Will amendments be needed for the LOI or competitive grants, such as the Autism grant, or other noncompetitive grants where the grantee is not able to complete planned activities?** [Posted April 14, 2020](#)

Any time grant recipient is revising the scope or objectives of the grant, an amendment is needed. An associated budget amendment may also be required. However, TEA program offices may have flexibility to make some changes for grantees through the errata process. Check for any erratum and refer to the *When to Amend* guidance on the TEA Grants web site for further information.

- 4. What potential impact will school closures have on federal grant applications?** [Posted March 27, 2020](#)

LEAs will receive all flexibilities available to TEA in the use of their federal grant funds. Information on stimulus funding for education is expected in the next 30 days to address COVID-19 needs; therefore, we do not anticipate significant changes to how you expend your current federal grant funds unless the needs of your students and school communities change.

After you update your comprehensive needs assessment, you may consider changes to the planned uses of your federal grant funds. Refer to the *When to Amend* guidance document and submit amendments (by email or eGrants only) when necessary.

- 5. With the flexibility being provided due to COVID-19, do we have the flexibility to amend federal grant applications to purchase technology items so that instruction can be provided to students in a virtual setting, including summer school?** [Posted April 14, 2020](#)

Yes, federal grant applications may be amended, as needed, to reflect changing needs as a result of coronavirus. Also, remember districts already have an allowable 25% variance between open class-object codes within their grant budget if they are not adding items that require specific approval and the new items are allowable with the grant guidelines. Refer to the [When to Amend](#) grant guidance document for more information.

- 6. If schools set goals around improvement on STAAR how does that affect how they respond to questions regarding meeting SC3001 SMART goals? There may also be more schools that do not expend at least 90% of their planned budgets as indicated on the SC3001.** [Posted April 14, 2020](#)

Reporting on PR3001 will be suspended for SY 2019-2020 and the SC3001 will be suspended for SY 2020-2021. LEAs should focus on meeting the needs of students at this time, and not be concerned about goals set in SC3001 and data collection in PR3001.

- 7. What information is available regarding the continued availability of IDEA-B grant funding for the current school year? Is it reasonably assumed that the funds we were granted for the current school year will remain available for use as intended in our grant applications?** [Posted April 14, 2020](#)

Yes. Current year federal grant entitlements are already allocated and awarded (NOGAs have been issued) to LEAs. It would take federal statute to change the current year allocations. We do not anticipate any changes to current year grant awards.

School year's 2020-2021 IDEA allocations have not been calculated, but there are no significant changes in the preliminary data received from USDE as of March 27th.

**8. Will carryover funds be reallocated in November/December like in the past, or will LEAs be able to utilize those funds continuously without any wait time for them to be re-allocated to the LEA? [Posted June 4, 2020](#)**

For ESSA grant programs under the USDE period of availability waiver, the extensions (described in question 5 of the Grant Extensions Section above) of the 2019-2020 ESSA grant application end date gives the LEA continuous access to the funds for the full 27-month period of availability for the 2019-2020 funds and there will be no carryover process in the fall for the 2019-2020 ESSA grant funds.

For other federal grant programs, 2019-2020 carryover into 2020-2021 cannot be calculated until after the LEA submits its Final Expenditure Report after the grant ends September 30, 2020. TEA calculates and issues the carryover funds with the maximum allocation in the November/December timeframe; however, the LEA has always had the ability to estimate its carryover and charge against those funds locally until they receive a NOGA with the maximum allocation.

**9. What is the amendment process to make changes to a grant application? [Posted April 21, 2020](#)**

Subgrantees are permitted to make certain changes to the approved budget without a written amendment. However, some changes do require the prior written approval of TEA through an amendment. You may refer to the [When to Amend the Application](#) and/or contact the grant negotiator assigned to your ESC region to assist in determining if an amendment is required.

How to Submit Amendments

For "paper" PDF grants, the following pages are required to be submitted for an amendment:

- *Applicant Information* page with up-to-date contact information and current authorized official's signature and date
- *Amendment Description and Purpose* page with changes identified and briefly described
- *Budget Summary* with changes to the budget included
- All other amended pages of the application affected by the change(s) described on the *Amendment Description and Purpose* page.

Submit noncompetitive paper grant amendments to [grantapplications@tea.texas.gov](mailto:grantapplications@tea.texas.gov)

Submit competitive paper grant amendments to [competitivegrants@tea.texas.gov](mailto:competitivegrants@tea.texas.gov)

Submit LOI paper grant amendments to [loiapplications@tea.texas.gov](mailto:loiapplications@tea.texas.gov)



For eGrants applications, the subgrantee must submit GS2900 – Purpose of Amendment, and any additional schedules affected by the proposed change are required to be submitted electronically using the eGrants system.

#### Amendment Deadlines

Amendments should be submitted by the Last Amendment Due Date as identified for the grant program on the [Grant Opportunities](#) page. Amendments submitted after the deadline will be considered on a case-by-case basis if the amendment is allowable by program statute or regulation.

#### Amendment Review Process

Amendments are subject to review and negotiation. An amendment, after being approved by TEA, is considered effective on the date it was received by TEA in substantially approvable form.

Once the amendment is approved, subgrantees will receive an email containing the amended NOGA, Supplement to NOGA, and final negotiated amendment. The email will be sent to the superintendent as listed in AskTED, or the authorized official as identified on page one of the application, along with the primary and secondary contacts listed on page one of the application.

#### For More Information on Amendments

Additional details regarding the amendment process are fully described in the Amending the Application section of the [General and Fiscal Guidelines](#). For further information, you may contact the grant negotiator assigned to your ESC region.

## Required Documentation

### **1. What documentation will we need to receive reimbursement? [Updated April 21, 2020](#)**

Please see question four on the [Coronavirus Costs and CARES Act Funding and Documentation FAQ](#) document on the [TEA Coronavirus webpage under Funding and Waivers](#).

### **2. Are the time and effort documentation requirements for federally funded staff any different when the organization is closed and requiring teleworking from federally grant funded staff? [Posted March 27, 2020](#)**

No, the staff should follow the same time and effort documentation procedures as normal.

### **3. How do federally-funded, split-funded hourly wage staff document their time and effort while schools are closed, and the staff are at home? [Posted April 14, 2020](#)**

Per federal regulations, as long as the LEA has a documented funding neutral local compensation leave plan/policy that is applied consistently to local, state, and federal activities, the costs are

allowable. Based on this plan or policy, the LEA may continue to pay federally funded staff with federal grant funds consistent with how they are paying state or locally funded staff.

Those staff should maintain the same type of time and effort documentation as normal. If that is not possible, the LEA could consider paying the split time based on an average of the last three months documented time and effort records. If an alternative method, such as a three-month average is used, the LEA needs to adopt a policy if it hasn't already.

**4. How will the LEA document extra-duty pay for tutors, i.e., teachers outside their normal contracted hours, and tutors at participating private nonprofit schools, when student sign-in sheets are not available? [Posted April 21, 2020](#)**

To the extent possible the employee will maintain the same documentation as before. Since sign-in sheets will not be available the LEA may substitute other methods of documenting who was in attendance. TEA will be flexible in compliance reviews if you document your circumstances and try to meet the intent of the law as best as you can at the time.

## Extensions for Grants

**1. What specific grant programs do the application deadline extensions announced by the Department of Grant Compliance and Administration apply? [Posted March 27, 2020](#)**

All state-funded and federally-funded grants from TEA are issued out of the Grants Administration Division within the Department of Grant Compliance and Administration. The application extensions announced apply to all state- and federally-funded grants issued by TEA.

**2. Will grants with project end dates between now and September 2020 receive extensions to the end dates? [Updated April 21, 2020](#)**

The programs listed in question 2 of the Flexibility and Waivers section above have been granted a one-year extension for the 2018-2019 funds that would have ended September 30, 2020.

- Formula grant programs under these fund sources will automatically have the NOGAs extended and the subgrantees will receive an amended NOGA by email reflecting the new end date.
- State level projects funded with 2018-2019 ESSA funds will be reviewed to determine which projects can extend the end dates to June 30, 2021. These project subgrantees will be notified if the NOGA is extended.

As soon as NOGAs have been updated and project end dates are extended, TEA will post a list of those grants and end dates in this FAQ.

**3. Due to schools being closed because of COVID-19, will there be an extension to spend funds from the Carl D. Perkins Grant? [Updated April 24, 2020](#)**



It will take Congressional action to waive the twelve-month requirement for LEAs to expend the funds. We are told that such a Congressional waiver is being considered. More information will be shared if a waiver is approved.

**4. Could you please clarify if the Texas Title I Priority Schools Grant, Cycle 5 scheduled to end 7/31/2020 (funded by PL 107-110 Section 1003g) is granted a one-year extension under the USDE waiver? [Posted April 30, 2020](#)**

No. TTIPS is funded under old NCLB funding and is not part of the USDE waiver. However, TEA is reviewing other flexibility to determine if an extension is possible.

**5. How and when will the ESSA grant application end dates be extended? [Posted June 4, 2020](#)**

The Grants Administration Division is working to extend the end dates of the ESSA grant programs covered by the USDE waiver. The 2018-2019 grants (the funds actually extended by the waiver) are closed and any available carryover is in the 2019-2020 grant that is currently open.

To extend the 2018-2019 funds, we are extending the 2019-2020 grant application end date to 9/30/2021. This will cause the LEA to have two grants (2019-2020 and 2020-2021) running concurrently through 9/30/2021 and serving the same time period (July 1, 2020, through September 30, 2021).

**6. Is it true to say that the new 2020-2021 CIPs that we create will serve as appropriate documentation for either the 2019-2020 grants or the 2020-2021 ESSA grants that are being extended and will run concurrently, as long as both sets of grants are serving the same population for the same purpose. [Posted June 4, 2020](#)**

Yes, the 2020-2021 Campus Improvement Plan and the 2020-2021 ESSA application program schedules will guide the use of ESSA funds for school year 2020-2021, regardless of whether the LEA is charging the expense to the 2019-2020 grant or the 2020-2021 grant. The LEA must remember to draw down all the 2019-2020 grant funds as soon as possible to prevent the lapsing of any 2018-2019 carryover funds remaining in the 2019-2020 grant.

**7. Do the 2019-2020 grant funds need to be fully expended before the first 2020-2021 drawdown? What if the 2019-2020 grant only has funds budgeted in supplies in materials but do not have any funds budgeted in payroll? Is it going to be acceptable to draw down payroll costs charged to the 2020-2021 grant before the 2019-2020 supplies budget is fully expended? [Posted June 4, 2020](#)**

The 2019-2020 funds are not required to be fully expended before the LEA begins spending the 2020-2021 grant funds, but the LEA must remember to draw down funds from the 2019-2020 grant first to prevent the lapsing of any 2018-2019 carryover funds remaining in the 2019-2020 grant.

In the example, the LEA would have two options. You can amend the 2019-2020 budget to move the funds where you need them to access them early in the 2020-2021 school year, OR you can draw down from 6300 in the 2019-2020 grant and from 6100 in the 2020-2021 grant. Either way you need to ensure you draw down funds from the 2019-2020 grant first to prevent the lapsing of any 2018-2019 carryover funds remaining in the 2019-2020 grant. In January 2021, TEA will notify any grantees that still have unexpended 2018-2019 carryover funds in the 2019-2020 ESSA grants.

**8. How will carryover work for the 2019-2020 ESSA grant funds? [Posted June 4, 2020](#)**

There will be no carryover process for the 2019-2020 grant funds. With the extension of the end of the 2019-2020 grant application to September 30, 2021, you are receiving the full 27-month period of availability of the grant funds now rather than the grant ending in September 2020 and having to wait for the carryover process in the fall to add them to your 2020-2021 grant application.

**9. Will the 2020-2021 ESSA grant funds be extended next year like the 2019-2020 funds are being extended? [Posted June 4, 2020](#)**

No, it is not expected to be needed. However, we will reevaluate the situation next spring.

**10. My LEA currently operates as an independent project for 2019-2020. How can my LEA join a Shared Services Arrangement (SSA) in 2020-2021 if the 2019-2020 grant will stay open until 9/30/21? [Posted June 4, 2020](#)**

If you would like to join an SSA in 2020-2021 and you are currently an independent project, you can contract with the fiscal agent to provide services for the remainder of the 2019-2020 grant period. You will need to decide on a date when the contract begins, the services that will be provided, and the amount of funds that will go into the contract. You can contact the Grants Administration Division at [grants@tea.texas.gov](mailto:grants@tea.texas.gov) for more details on this process. For 2020-2021, you will need to indicate on the Applicant Designation and Certification (ADC) form that you plan to join an SSA.

**11. My LEA is currently in an SSA for 2019-2020, but plans to apply for funds independently for 2020-2021. How will I access my carryover funds if the 2019-2020 grant will stay open until 9/30/21 and no carryover process will occur? [Posted June 4, 2020](#)**

If the written SSA agreement between your LEA and the fiscal agent specifies that you will take your carryover with you when you leave the SSA, then you will need to contact the SSA and let them know that you will be applying independently for 2020-2021. The SSA will contact the Grants Administration Division and indicate the amount of the carryover from its remaining funds that will need to be moved to the departing LEA's 2020-2021 grant allocation. TEA staff will ensure that these funds are added to the LEA's grant by November or December 2020.

**12. Since the 2019-2020 ESSA grants will stay open until 9/30/21, do we need to amend the SC5000 for Title I, Part A, if campus eligibility changes during that time? [Posted June 4, 2020](#)**



TEA will accept amendments to the 2019-2020 application program schedules, including the SC5000, until June 30, 2020. These amendments only impact the program activities for the 2019-2020 school year.

After that date, 2019-2020 application program schedules cannot be amended. That means that the SC5000 cannot be changed. (Note: The budget schedules for the 2019-2020 grant application can be amended throughout the 2020-2021 year.)

If there are any changes needed to the SC5000, those will be reflected in the 2020-2021 grant application. The 2020-2021 application program schedules will govern the grant program for the 2020-2021 school year, regardless of whether 2019-2020 or 2020-2021 grant funds are used to pay the expenditure.

## Salary Compensation

### **1. May an LEA continue to pay salary and hourly-wage staff who are paid with federal grant funds that are 1) on administrative leave, or 2) who are teleworking while the LEA is closed due to COVID-19? Updated April 14, 2020**

Yes. Generally, a subgrantee may continue to charge the compensation (including but not necessarily limited to salaries, wages, and fringe benefits) of its employees who are paid by a currently active federal education grant.

Per federal regulations, as long as the LEA has a documented funding neutral local compensation leave plan/policy that is applied consistently to local, state, and federal activities, the costs are allowable. Based on this plan or policy, the LEA may continue to pay federally funded staff with federal grant funds consistent with how they are paying state or locally funded staff.

If a subgrantee does not currently have in place a policy that addresses extraordinary circumstances such as those caused by COVID-19, the subgrantee may amend or create a policy in order to put emergency contingencies in place for federal and non-federal funded employees. See also the **FEMA FAQ** section on School Board Policy to Support FEMA Reimbursement on the TEA Coronavirus webpage.

However, an employee who is currently being paid with federal grant funds can't perform different duties, not supported by the grant, while the program grant activities are closed in whole or in part due to the COVID-19 pandemic and also be paid separately for those different duties.

Subgrantees should consider ways that employees paid with federal grant funds can support continuing activities, including distance learning opportunities for students served by the grant.

2. **Can LEAs use federal grant funds to pay employee salaries for staff, who were not previously paid with federal funds, who are now conducting grant responsibilities due to COVID-19?**  
[Posted April 21, 2020](#)

If the staff are now serving students under various federal grant programs and conducting allowable federal grant activities, then yes, the staff may now be paid with federal grant funds. However, those employees job descriptions must be revised (date the revision) to reflect the allowable grant activities.

## Grant Planning for School Year (SY) 2020-2021

1. **Will ESSA programmatic requirements such as updating policies, private school consultation, or parent meetings be waived in our planning process for next year's federal grant programs?**  
[Posted March 27, 2020](#)

ESSA program requirements that are part of the planning process for 2020-2021 school year are not being waived as of March 27th. However, each TEA program office will make decisions regarding any waivers needed to programmatic requirements when changes or additional waivers are needed. The district's planning process for the next school year may need to be altered based on the current circumstances at the time. TEA will be flexible in compliance reviews if the district documents their circumstances and tries to meet the intent of the law as best as they can at the time.

2. **What potential impact will school closures have on federal grant funds?** [Posted March 27, 2020](#)

LEA planning process for the next school year may need to be altered. TEA will be flexible in compliance reviews if districts document their circumstances and try to meet the intent of the law as best as they can at the time.

3. **Will grant application deadlines for 2020-2021 be extended?** [Posted April 14, 2020](#)

School year 2020-2021 grant applications (generally formula grants for SY 2020-2021) have not been extended. That decision will be made closer to when those grant applications are released (normally June).

The grant application deadlines that have been extended are current grant applications that are open for LEAs to apply. Any grant application deadline between March 27, 2020, through April 10, 2020, is extended to April 20, 2020. Current grant application deadlines originally posted for April 11 through May 3, 2020, will be extended two weeks.

4. **Is there a waiver being considered for the 2020-2021 ESSA Application process so districts may expedite the planning for 2020-2021 ESSA funding?** [Posted April 14, 2020](#)



Currently there is no plan to waive the 2020-2021 ESSA Consolidated Application. USDE has not offered this level of flexibility. TEA may revisit this question later if the situation changes.

**5. With current restrictions on gatherings, schools closed, and people working from home, how do we go about transitioning a Title I, Part A served campus from Targeted Assistance to become Title I Schoolwide for next school year? [Posted April 14, 2020](#)**

The LEA and its selected technical assistance provider may complete the planning process virtually. If the technical assistance provider is comfortable with the planning process, and can sign off on the process, TEA will accept the planning has been completed satisfactorily.

**6. As a Title I public school district, I know we are required to reach out to area private/non-profit schools and discuss title I with them if interested. Our informational meeting was set for mid-May, but now that we are in COVID-19 season I was not sure if we are still required to hold the meeting and send out information to interested parties? Do we hold a virtual meeting or postpone until later in the funding year? [Posted April 14, 2020](#)**

The requirements for outreach and consultation with eligible private nonprofit schools remain the same. Virtual meetings are acceptable if the district documents the meeting, discussions, and decisions made. The consultation timeline may be slightly delayed but must be completed before submitting the 2020-2021 application for funding to TEA. TEA will be flexible in compliance reviews if the district documents their circumstances and tries to meet the intent of the law as best as they can at the time.

**7. May an LEA use Facebook or other social media and virtual meeting options to conduct meetings which are required by Title I, Part A? [Posted April 21, 2020](#)**

The required Title I, Part A meetings may be held in a variety of virtual settings due to the circumstances. Document the meeting and those participating as best as you can. TEA will be flexible in compliance reviews if you document your circumstances and try to meet the intent of the law as best as you can at the time.

**8. How does TEA plan to address carryover of equitable services? [Posted April 21, 2020](#)**

Under ESSA, carryover of equitable services to private nonprofit schools requires approval from the state. Under the current COVID-19 pandemic, TEA will automatically approve all unexpended 2019-2020 equitable services funds to carryover into the next grant year. The LEA must document the amount of unexpended equitable services funds and include the uses of those funds in the consultation meetings with the private school officials when planning for the 2020-2021 equitable services. However, the LEA should be in consultation with the private school officials now to discuss alternative ways the equitable services might be provided through the end of the school year and this coming summer.

9. **With STAAR cancelled, TELPAS not able to be completed, and accountability now waived, we will not have 2020 results to use as part of the ESSA comprehensive needs assessment (CNA) and some of the performance objectives for 2020-2021 district and campus improvement plans. These of course are not the only data used, but the results drive a portion of the plan. Is going back to 2019 as a base okay, as well as using 2019-2020 benchmark data?** [Posted April 30, 2020](#)

For the required CNA under ESSA and specifically Title I, Part A, the LEA should consider all the data sources that are currently available such as progress monitoring results and other assessment data. The LEA may also need to use the 2019 assessments as a baseline as well. The LEA has some discretion in its data sources for the CNA.

10. **When will the entitlements for the 2020-2021 ESSA Consolidated Grant be posted?** [Posted April 30, 2020](#)

Planning amounts will be available by mid—May 2020.

11. **Due to COVID-19 school closures, is it correct that the EL Learner Identification assessment process cannot be completed virtually for participating PNP Schools? If yes, then how do we determine the number of eligible EL students for 2020-2021 ESSA Equitable Services Calculations on the application's schedule PS3099 (Part 2-D Line 2)?** [Posted May 28, 2020](#)

The identification assessment process to identify English learners for both the LEA and PNP cannot be completed virtually. The LEA can input an estimated count into their PS3099 (Part 2-D Line 2) until the LEA is able to continue the identification process at the beginning of the 2020-2021 academic school year. Once the PNP students have been assessed and identified for services, the LEA can amend their PS3099 with an updated count in Part 2-D Line 2.

12. **Is it required for the district to offer "pooling option" to the Title III participating PNP schools?** [Posted May 28, 2020](#)

While the pooling option for equitable services must be discussed during consultation for all ESSA programs, the LEA is not required to offer a "pooling" option for services.

13. **An LEA is moving a campus from Title I Schoolwide to non-Title I in 2020-2021. Because of the extension of the 2019-2020 grant into next school year, will this campus still have access to their 2019-2020 funds that were not expended this year, since the application on which they were identified as Schoolwide will still be active?** [Posted May 28, 2020](#)

No, if the campus is not to be served with Title I, Part A funds in 2020-2021, then the campus will cease to receive the 2019-2020 funding once the new school year begins. Any remaining funds from the campus would be reallocated to other participating campuses.



The program schedules in the 2020-2021 application for funding will overrule the 2019-2020 application program schedules for the 2020-2021 school year. The LEA will not amend the 2019-2020 application program schedules after the June 2020 deadline.

## Eligible Uses of Grant Funds

### 1. Can any of the Hurricane Harvey recovery grant funds be used to support COVID-19 response activities? [Posted March 27, 2020](#)

No, disaster relief funds are specific to federal disasters as identified in the federal funding authorizing statute. Please note that we do expect federal stimulus funds for education that will likely be flexible in their allowable uses. Expect additional information in the next 30 days on availability, amount and eligible uses of any federal stimulus funds.

### 2. Can LEAs use federal grant funds to provide hotspots for students without home Internet access or other costs associated with Learning from Home programs? [Updated April 14, 2020](#)

Many school systems around the state are working to expand wireless hotspot locations in communities where free commercial Internet services are not otherwise available. Please document all costs associated with these expenditures, in anticipation that additional funding streams may become available as Congress continues to authorize financial support for COVID-19.

In the meantime, there are many sources of funds currently available to be redeployed for these types of purposes:

- ESSA, Title I, Part A served Schoolwide campuses may use their Title I, Part A funds to provide internet hot spots, technology resources, and other at home learning costs as long as it is identified in the campus comprehensive needs assessment (CNA) as a need.

**Note:** *As long as the LEA has the required supplement, not supplant methodology documented and implemented, there is not a supplanting issue.*

ESSA, Title IV, Part A may also be a potential federal fund source. However, Title IV has the traditional rules of supplant so it is only allowable if the LEA has not previously spent state or local funds for the same costs this year or in the prior year.

Other state or local funds may also be used for these types of activities, but keep in mind it may cause a supplant issue for the use of ESSA, Title IV, Part A funds as described above.

### 3. If a subgrantee is planning future travel under a federal grant, may it purchase travel insurance with grant funds? [Posted April 14, 2020](#)

Due to health concerns related to COVID-19, grant-supported travel generally should not be occurring. However, if travel is permitted by federal, state, and local directives and is the only means to carry out an essential grant function that must be undertaken on a time-sensitive basis during the COVID-19 pandemic, consistent with the subgrantee's travel policy, travel insurance is an allowable cost, provided the cost is reasonable and allocable to the grant consistent with the Federal cost principles.

**4. Can activities, services, or technology applications paid with grant funds serve students who are not the intended beneficiaries of the grant program? [Posted April 21, 2020](#)**

Under most grant programs, no, grant funds may not serve other students who are not the intended beneficiaries of the grant program. Note that some grants may serve all students while other grants only serve a specific student group as identified in the grant statute and program guidelines.  
Add to Eligible Uses of Grant Funds Section

**5. May Title III funds be used for supplemental pay for districts to have additional assistance with administering the LAS Links Assessment for reclassification purposes? If we are able to physically report in the summer months, we would like to consider offering supplemental pay for additional testers to support the work associated with administering the LAS Links for students who are potential for reclassification. [Posted April 21, 2020](#)**

Due to school closures, the [2019-2020 English Learner Reclassification Criteria Chart](#) was modified to reflect assessment changes. The LAS Links assessment is an option for LEAs to use to reclassify English learners only for the **2019-2020 school year**. The LAS Links assessment is the single statewide assessment that LEAs used to assess for English proficiency as per Texas Education Code (TEC) 29.056.

The following allowable use of funds/options were provided to LEAs to ensure that English learners that have access to their right to demonstrate English proficiency and to reclassify as English proficient during these unprecedented times:

- LEAs can use their local funds or Bilingual Education Allotment (BEA) funds to purchase the LAS Links assessments. Also, it would be an allowable expense to use Title III, Part A-ELA funds to purchase additional pre-LAS/LAS Links assessments to be used to reclassify English learners only for **2019-2020 school year**.
- LEAs can score the LAS Links assessments locally or LEAs can choose to send DRC the assessments to be scored for a fee. If LEAs choose to have DRC score the assessments for reclassification, their local funds or Bilingual Education Allotment (BEA) funds can be used to pay for such scoring. Also, it would be an allowable expense to use Title III, Part A-ELA funds to have DRC score the pre-LAS/LAS Links assessments for reclassification of English learners only for **2019-2020 school year**.
- LEAs can pay extra duty pay for teachers administering the LAS Links assessment (to be used for reclassification only for the 2019-2020 school year) using their local funds, Bilingual Education Allotment (BEA) funds. Also, it would be an allowable expense to use Title III, Part



A-ELA funds only for the **2019-2020 school year**. Please note: teachers administering the LAS Link assessments should be appropriately trained.

**6. Can ESSA funds pay for paraprofessionals to obtain teacher certification? Is there any additional flexibility in this area? [Posted April 21, 2020](#)**

A portion of Title I, Part A funds may be reserved at the LEA-level for LEA activities. Supporting paraprofessionals to become teachers could potentially be an allowable use of funds when all the programmatic requirements are met. However, Title I, Part A is a campus-based program to meet the identified needs of students so this type of LEA reservation would be limited. A better potential funding source would be Title II, Part A.

To date, USDE has been hesitant to waive the allowable uses of federal funds beyond the flexibility already described in the FAQ document.

**7. LEAs and ESCs have asked if a PNP may use Title I, Part A (eligible students), Title III, Part A (eligible students), and Title IV, Part A (all students) to purchase laptops/electronics? Hotspots are discussed elsewhere in the COVID-19 FAQ but not if an LEA may purchase hotspots for eligible PNP students. [Updated MAY 28, 2020](#)**

Under the current pandemic circumstances, ESSA equitable services funds may be used to purchase technology for instructional purposes. The grant funds may only be used to serve eligible students at the private school and all technology must be maintained in the control of the LEA, on the LEA inventory, and monitored for only non-ideological uses.

**8. How should an LEA handle a request in April from a private nonprofit school to start receiving equitable services under ESSA programs when the PNP turned down services in the consultation meetings earlier in the year? [Posted April 21, 2020](#)**

The LEA should politely notify the private school official that the deadline for requesting equitable services for 2019-2020 has passed and that program funds have been allocated to other uses. The LEA must also notify the private school official of the LEAs scheduled consultation dates for the 2020-2021 school year so the private school can be included in equitable services for next school year if they choose.

Note: USDE has in the past supported LEAs in closing the time period for a private school to request equitable services at the end of the fall semester.

**9. Do the grant end-date extensions apply to equitable services to participating private nonprofit schools? If so, how does an LEA continue to provide equitable services during school closure? [Posted April 21, 2020](#)**

The LEA should be in consultation with the private school officials now to discuss alternative ways the equitable services might be provided through the end of the school year and this coming

summer. Distance learning is also occurring in most private schools, so the private school official will know the needs of the eligible students. Each case may be slightly different, but the LEA must ensure they are in consultation with the private school officials and meeting the needs of the eligible students.

- 10. Due to COVID-19, it allowable to use Title III PNP equitable service funds for instructional supplies/materials ONLY for use with EL students (with no direct instructional support services like tutoring)? What about once "normal" times resume after COVID-19 closures? [Posted May 28, 2020](#)**

Due to COVID-19, if needed and agreed upon, the LEA and the PNP can adjust the original agreement of equitable services using Title III funds to instructional supplies/materials only. For the following school year, the LEA and the PNP will consult and determine what equitable services will continue or adjust for English learners participating in a PNP.

- 11. Is it allowable to use Title II, Part A grant funds to pay our teachers for our Summer School program this year in light of the current COVID-19 event that has created disturbance to the regular academic schedule and could possibly lead to an increase in summer school attendance. [Posted May 28, 2020](#)**

Generally, the only time teacher salaries are an allowable Title II, Part A expenditure is when you are adding teachers to reduce class size to a level that is evidence-based.

## Specific Federal Grants - Migrant Students

- 1. When all other LEA monetary resources have been expended, how can Migrant programs use their Migrant funds? [Posted April 14, 2020](#)**

TEA recognizes the key role that MEP staff play in outreach and advocacy for migratory families, therefore TEA urges MEP recruiters and staff to work to address those needs either directly, or by connecting the families to other available resources. However, the LEA must ensure this is an identified need for migratory children and their families and meets the intent and purpose of the program. Refer to the Title I, Part C Program Guidelines for allowable use of funds and the Supplement, Not Supplant Handbook.

- 2. Can we use Migrant funds to provide migrant students with food and toiletries during the COVID-19 Pandemic? [Posted April 14, 2020](#)**

Under other circumstances, this would not be allowable; however, TEA has forwarded the question to Office of Migrant Education (OME) at USDE asking for flexibility and guidance. Once TEA has received guidance from OME, we will update the answer to this question.



**3. If an LEA learns of a new migrant family in the area, how will a COE be completed, if current LEA guidelines prohibit face-to-face contact? [Posted April 14, 2020](#)**

The Office of Migrant Education (OME) at USDE has instructed migrant districts to follow the guidance issued by their state educational agency (TEA) and local school district policy/procedures during periods of restricted personal contact. It is acceptable for the local MEP staff to conduct interviews with migratory families via telephone or video conferencing to obtain the information necessary to complete the Certificate of Eligibility (COE).

Once all the required information is collected on the COE except for the interviewee signature, proceed with the eligibility determination and COE approval process. Add a note to the Comments section of the COE to explain that COVID-19 procedures prevented the recruiter/interviewer from obtaining the interviewee's signature. After normal activities resume, contact the interviewee in-person, add the individual's signature to the COE and update the Comments section. Signatures may also be obtained by mail.

See [this instructional video](#) for information on how to electronically complete migrant forms and use electronic signatures.

**4. Districts are distributing books and supplies to students via a drive thru approach. Is purchasing masks, gloves and other health and safety related items with Migrant funds allowable for this activity? [Posted April 14, 2020](#)**

TEA has forwarded the question to Office of Migrant Education (OME) at USDE for guidance. Once TEA has received guidance from OME, we will update the answer to this question.

**5. Several Migrant project districts are teleworking. Are we still encoding on NGS? MSIX? [Posted April 14, 2020](#)**

If the district allows the staff to continue to work with confidential data while teleworking, MEP staff are to continue to comply with the FERPA requirements as outlined in the NGS and MSIX Oath Forms.

**6. With district closures, how will Migrant project LEAs be affected if/when NGS timelines are not met? [Posted April 14, 2020](#)**

Due to the current circumstance, NGS timelines will be re-evaluated and further guidance will be provided regarding the process.

**7. What are some ideas on facilitating Migrant transfer of records during LEA closures? [Posted April 14, 2020](#)**

If the district allows the staff to continue to work with confidential data while teleworking, we recommend that LEA MEP staff continue to use the tools available for transfer of records. These tools

include reports found in NGS, MSIX. In addition, the [Texas Migrant Interstate Program](#) (TMIP) can assist with transfer of records.

**8. How will Migrant measurable performance objectives (MPOs) be affected by COVID-19?**  
[Posted April 14, 2020](#)

Due to the current circumstance, MPOs will be re-evaluated and further guidance will be provided regarding the process.

**9. How would an LEA offer Project SMART home-based instruction virtually?** [Updated May 28, 2020](#)

Because this program already includes a home-based curriculum, instructors have access to lessons that have been written to be delivered to one student. The major difference in delivering the lessons virtually instead of in-person is the preparation that the instructors will need to do ahead of time. This program is designed to offer hands-on, interactive lessons.

**10. What tools may Migrant administrators purchase to implement the summer program?** [Posted April 14, 2020](#)

TEA provides Project SMART as a free summer Migrant program available to MEP-funded LEAs. The LEA may choose other options for summer Migrant services, at their discretion.

**11. It was mentioned that we are to see funding decreases next school year in the Migrant program. What decreases can we anticipate? How will COVID -19 affect funding to MEP programs?** [Posted April 14, 2020](#)

The MEP will see approximately a 38% decrease in funding due to the hold harmless provision in statute expiring starting in 2020-2021. This is an ESSA statutory formula provision and is not an impact of COVID-19.

**12. How can we do a Migrant residency verification form on a new potentially eligible child?**  
[Posted April 14, 2020](#)

We recommend that Migrant Education Program (MEP) recruiters and other MEP ID&R staff follow the guidance issued by their local school district(s). It would be acceptable for the LEA to allow MEP staff to conduct these residency verifications with migratory families via telephone or video conferencing to obtain the information necessary to include in the Certificate of Eligibility (COE).

We recommend that the MEP document in COE Supplemental Documentation Form (SDF) section designated for the P2s Turning P3. This information may be used to update NGS records regarding RV. We further recommend that a note be added to the Comments section of the COE Supplemental Documentation Form (SDF) to explain the circumstances that prevented the recruiter/interviewer from obtaining the signature of the person interviewed for this verification. After normal activities



resume, if MEP staff can contact the interviewee in-person, we recommend that the individual's signature be added to the COE SDF and the Comments section be updated. At that time, signatures may also be obtained by mail.

- 13. Has the issue of 3rd year migrant families that were going to migrate this summer, but now may not travel because of COVID-19, been addressed? Is TEA considering an expiration waiver for these families due to circumstances beyond their control? [Posted April 30, 2020](#)**

This question has been sent to USDE. TEA will provide their response once it is received.

- 14. Does TEA have specific guidance on MEP Certificate of Eligibility (COE) during COVID-19? [Posted April 30, 2020](#)**

Yes, a COE guidance protocol has been developed for districts. For more information on the [Texas MEP COVID-19 COE Protocol](#) please see the document located on the [TEA Coronavirus webpage under Waivers, Finance, and Grants](#).

- 15. Is there a uniform comment that the Agency would like us to write on the Supplemental Documentation Form (SDF)? [Posted April 30, 2020](#)**

For more information on the [Texas MEP COVID-19 COE Protocol](#) please see the document located on the [TEA Coronavirus webpage under Waivers, Finance, and Grants](#).

- 16. After normal activities resume, will the COE be acceptable if the parent is no longer in the area for signature? [Posted April 30, 2020](#)**

MEP staff should get the signature when the parent is available. In addition, the parent can sign and mail the signed COE after normal activities resume. If the family has left the area, then the existing COVID-19 COE is enough documentation to support their eligibility while they were in the district.

- 17. What does "signatures may also be obtained by mail" mean? [Posted April 30, 2020](#)**

The parent can be mailed a copy of the COE for their signature after normal activities resume. The parent will then need to mail the COE and COE Supplemental Documentation Form (SDF) back. The signed COE therefore, becomes the auditable copy for the LEA.

- 18. Are masks and gloves allowable costs with Migrant funds when needed to perform our Migrant responsibilities, such as recruitment and outreach, when we are following social distancing guidelines? [Posted April 30, 2020](#)**

MEP funds may be used to provide the necessary supplies needed to perform migrant duties. However, the LEA must ensure that MEP funds first be used to meet the identified needs of migratory children that result from their migratory lifestyle, and to permit these children to participate effectively in school. MEP funds must meet the needs of migratory children that are not addressed by

services available from other Federal or non-Federal programs and ensure funds are used to supplement, rather than supplant the use of non-Federal funds.

**19. Does OME have a Recruiter Supplies List? [Posted April 30, 2020](#)**

No, OME does not have a Recruiter Supplies List.

**20. We understand that MPOs will be re-evaluated. Will copies of the MPO Forms be provided to ESCs for distribution or can we use the same ones from last school year? [Posted April 30, 2020](#)**

Yes. TEA will be providing copies of the updated MPO Forms.

**21. Aside from supplies, materials and resources, can migrant funds be expended on equipment for teachers and students (e.g., electronic devices, MiFi, headphones, etc.) to implement the summer program via distance learning? [Posted April 30, 2020](#)**

Yes, these are allowable costs, but LEA must ensure that it is an identified need and it is reasonable.

**22. If personnel are teleworking and do not have access to formerly completed COEs, can residency verification be documented on a contact log? [Posted April 30, 2020](#)**

Yes, residency verification in this instance can be documented on a contact log.

**23. After normal activities resume, can the recruiter transfer the residency verification documentation from a contact log to comments section of the SDF? [Posted April 30, 2020](#)**

Yes.

**24. ESCs were anticipating guidance from TEA MEP on how to instruct LEAs to complete the Quarterly Report which is Step 3 of the PFS Implementation Process. Will guidance be issued, or will this be placed on hold? [Posted April 30, 2020](#)**

LEAs should, if able, continue to assess the needs of PFS students and provide services as appropriate and keep documentation locally.

**25. Are districts required to conduct PFS Reviews for the second and third quarters of this school year? [Posted April 30, 2020](#)**

LEAs should, if able, continue the reviews and keep documentation locally.

**26. What materials would be needed to deliver the content of the Project SMART program virtually? [Updated May 28, 2020](#)**



There are steps instructors will need to take when preparing for the virtual lessons that will differ from the preparation needed for face-to-face home-based instruction.

- a. Ensure access to a printer and all the materials/manipulatives needed for the grade bands/units they will be teaching.
- b. Plan for each unit of instruction one at a time, as there are many things to consider in the transition to virtual support.
- c. Read through Unit 1 and make note of any things to keep in mind when delivering the training virtually. For example:
  - i. What documents/items will be shown on camera?
  - ii. How will I record and display student responses to create an anchor chart with the student?
- d. Prep materials kits for **Unit 1** for each of your students. Include the following in each kit:
  - i. Student Handouts packet
  - ii. Cut-apart cardstock items, color-coded by lesson and separated. For older students and with parent permission, scissors and the cardstock pages to cut apart. Color coding the cardstock will make it easier for students to determine which items you are referencing during the live portion of the class)
  - iii. Manipulatives that will be used during the lessons or access to virtual manipulatives such as:
    1. [Ten frames](#)
    2. [Two color counters](#)
    3. Beaded number line
    4. [Connecting cubes](#)
    5. [Math rack](#)
    6. Balance scale
    7. [Base ten blocks](#) (for some lessons, this may be difficult to use due to larger quantities of blocks needed.
    8. [Algebra tiles](#)
  - iv. Other materials needed for the lesson (refer to [Materials List](#) or review the lessons in detail and only send those items for lessons you will actually teach).
- e. Review the Teacher Handouts document for your grade band and decide if any of the items will need to be printed and placed in the Unit 1 Materials Kit for each student. For example, if there is a set of cards you will be holding up one at a time for students to look at, consider printing the cards and cutting them out.
- f. Prep cardstock items and handouts that you will need to show onscreen.
  - i. Ensure you have installed Adobe Acrobat Pro.
  - ii. Download the Student Handouts and Teacher Handouts documents and save them to your desktop.
  - iii. Practice sharing your screen and showing the document via your live session. Ensure you are only showing the page needed for the specific piece of the lesson.

- iv. Consider enabling annotations during your Zoom with each student so the student (and you) will be able to write directly on the document. For information on how to do this, click [here](#).

**27. Due to school closures, is Project SMART required to be conducted by LEAs? [Updated May 28, 2020](#)**

No, however, LEAs that have indicated they will be offering a Project Smart program on their grant application will need to submit an amendment if they decide not to offer the program.

**28. There have been conversations of the regular school year being extended to the summer and/or the continuance of following social distancing through the summer. If districts had selected Summer Programs on their ESSA Application, will they have to amend? If yes, is there still time for districts to amend their applications? [Posted April 30, 2020](#)**

Yes, LEAs can amend. See your program guidelines for the last date to amend the application.

**29. As families are being contacted, they are expressing that they will be unable to migrate this year due to COVID19. Consequently, their eligibility will be expiring. Is the Office of Migrant Education planning to extend migrant child eligibility for continuation of services as the parents of the affected children are concerned that they need migrant program assistance? [Posted April 30, 2020](#)**

This question has been sent to USDE. We will provide their response once it is received.

**30. Normally districts keep emails as a form of documentation when coordinating or communicating with stakeholders or other district staff. Due to COVID 19 ordinances, some people may not have a way to communicate through emails so text messages may have been sent. Will districts be allowed to use screenshots of text messages as evidence of required program items? Many districts are using text messaging to communicate because it is more accessible during this time. [Posted April 30, 2020](#)**

This mode of communication should be used with caution due to the security of information and confidential integrity of migrant student record data and transference in compliance with the Family Educational Rights Privacy Acts of 1974 (FERPA). Districts should have secure means to maintain auditable documentation to support the program requirements.

**31. How are district staff expected to complete the Migrant Progress Review for students when communication is limited, or the Migrant student is not receiving the same interventions as before COVID-19? [Posted April 30, 2020](#)**

The requirement for a progress review should be met as appropriate. LEAs should maintain documentation that demonstrates their efforts to meet the needs of Priority for Services (PFS) students, as appropriate, during the COVID-19 situation.



**32. How do Migrant program staff decide whether to offer face-to-face instruction or virtual instruction for Project SMART? [Posted May 28, 2020](#)**

This decision will need to be made by each individual LEA or ESC SSA staff using guidance provided from campus/district administrators or ESC leadership teams.

**33. What is the latest date an LEA can start or end a home- or center-based Project SMART program? Is there a minimum number of hours/days a program must be offered this summer? [Posted May 28, 2020](#)**

These decisions will need to be made by each individual LEA or SSA. Consideration should be given to the amount of instructional time that will be available. As evidenced by the data reviewed during the TOT, post-assessment scores increase from as little as one full unit of instruction.

At the present time, all Project SMART data is due to ESC 20 by August 1, 2020. We will be extending this due date to August 15 to ensure districts have time to submit data if they offer a longer program. Email [sherri.nunneley@esc20.net](mailto:sherri.nunneley@esc20.net) if your LEA will be submitting data after that date.

LEAs offering virtual instruction of the program will not collect or submit pre- and post-assessment data.

**34. Can LEAs order Project SMART videos, even though we do not know when they will be ready to ship? [Posted May 28, 2020](#)**

Yes, LEAs can order the Project SMART DVDs via the ESC-20 eStore. The eStore staff are prepared to confirm each order when a shipping date is known, ensuring that LEAs who decide they no longer will need the DVDs have an opportunity to cancel the order.

As a reminder, all videos will also be available to stream at no charge to the LEA via the Project SMART website.

**35. Are there examples of how Project SMART can be implemented in a region operating an SSA (Shared Services Arrangement)? [Posted May 28, 2020](#)**

Operating Project SMART within an SSA will look different in every SSA. ESCs may decide to offer a center-based program at an LEA with a higher number of migrant students and offer home-based support for LEAs with fewer students. ESCs needing additional guidance in this area may email [Rachel.Morales@esc20.net](mailto:Rachel.Morales@esc20.net).

**36. We may not have 20 parents in our region who complete the Parent Survey or 20 students who complete both the pre- and post-assessment. The sample size for this data is 20 parents and students per region. Should we submit what we received? [Posted May 28, 2020](#)**

Yes, submit all parent surveys you receive even if you did not meet the minimum sample size requested.

Upload the Item Analysis data for as many students as possible, up to the requested sample size for each region.

**37. What if students in the Project SMART program do not have devices (laptops/tablets) and/or internet access? [Posted May 28, 2020](#)**

In order to participate virtually from home, students would need to have a tablet or laptop. If the LEA has not provided devices for students, and MEP staff have identified the need for a child to participate in the program, migrant funds may be used to provide devices for students/parents to check-out in order to participate in MEP-funded services and may provide access to the internet (via a hub that is checked out). MEP staff must ensure that:

- a. the purchase of technology and technology-related items are allowable;
- b. the devices can be purchased, received, and delivered to the students in time for the program to be implemented;
- c. students/parents are taught how to use the devices; and
- d. students are provided training on internet safety.

**38. How will virtual instructors collect pre- and post-assessment Project SMART data? [Posted May 28, 2020](#)**

Because we will not be able to ensure fidelity of the data collected when students are completing the assessments in a virtual setting without the instructor present, do NOT administer or submit assessment data if the program was taught in a virtual setting.

**39. How will virtual instructors collect parent survey data? [Posted May 28, 2020](#)**

Parent survey data may be collected by scheduling time for the parent to complete it in person. The instructor can drop off the survey at a predetermined location (on the front porch or in the mailbox), wait in the car for the parent to complete the survey, then collect it. Instructors can return to the home and repeat the process at the end of the summer.

Another option is to display the survey onscreen during a Zoom, ask the parent the questions, and record the responses received. Notate on the form that the parent provided verbal responses via virtual meeting.

**40. Are there updated supply and materials lists for a Virtual Project SMART summer program? [Posted May 28, 2020](#)**

No, the materials for virtual instruction would be the same as in face-to-face instruction. What will be different is how/whether the materials are provided to the students virtually or in materials kits created by the instructors.



**41. Is an electronic book list available for Project SMART? [Posted May 28, 2020](#)**

The program developers do not provide information on where or how to purchase books; the decision to purchase e-books or actual books is left to the LEA. That being said, providing the actual books to students has always been highly encouraged at the Project SMART TOT since many migrant families do not have home library collections for their children. In addition, many migrant families do not have internet access at home, nor do they own tablets or laptops on which to download the books.

**42. What platforms would instructors use to deliver Project SMART virtual instruction? [Posted May 28, 2020](#)**

Instructors should check with MEP staff regarding the appropriate virtual instruction platform for hosting classes with students in the LEA. The ideal platform will allow for both the instructor and student to share their screen, join by audio, join by video, and annotate documents.

**43. If an LEA decides to not offer Project SMART, can they print the lessons and prep the materials for parents and suggest they use them as the "instructor" at home? [Posted May 28, 2020](#)**

The Project SMART lessons were written specifically for use by educators. At this time, LEA staff are not permitted to provide copies of the lessons to the parent for general home learning use.

## Specific Federal Grants - TTIPS

**1. Will Texas Title I Priority Schools (TTIPS) grant campuses be required to submit the TTIPS Activity Plan and PSP Progress Reports on June 30, 2020 and the End of Year Part 1 and Part 2 reports on July 31, 2020? [Posted May 7, 2020](#)**

The Texas Education Agency is currently focused on supporting districts and campuses across the state in what matters most right now - the health and safety of students, staff, families and school communities. Additionally, we are doing our best to help support instructional continuity for students across the state. We believe this is where our schools and districts should be spending their time as well.

Regarding interventions and submissions, the Division of School Improvement is delaying pending submissions for the remainder of this school year. TEA School Improvement specialists will reach out with dates for submission of TTIPS Activity Plan, PSP Progress Reports and End of Year Part 1 and Part 2 reports. We will be working on guidance and resources that will allow campuses and districts to reflect on the implementation of this year's Targeted Improvement Plans in a way that provides focus and a strong starting point for next school year's Targeted Improvement Plans.

- 2. Is the TTIPS grant covered by the most recent ESSA waiver submitted by the Texas Education Agency? If the TTIPS grant is not covered under the waiver, will the grant be extended into the 2020-2021 school year? [Posted May 7, 2020](#)**

The TTIPS Cycle 4 and Cycle 5 grants were authorized through the No Child Left Behind Act of 2001 and therefore were not included in the Every Student Succeeds Act (ESSA) waiver submitted by the Texas Education Agency to the United States Department of Education in April of 2020.

For TTIPS Cycle 4 grant recipients, the grant cannot be extended past the current end date of July 31, 2020. Cycle 4, Year 5 grant recipients must continue to follow the timelines listed on the TEA Grant Opportunities page, which include the last day to submit an amendment of May 1, 2020 and final and revised final expenditure reports due by August 31, 2020.

For TTIPS Cycle 5 grant recipients, the agency is authorized to extend the grant until June 30, 2021. However, there is not a specific timeline as to when the LEA should expect this process to be complete, as TEA has many subgrantees within each of the grant programs that will receive an extension. Please know this NOGA is an extension of current funds and not a new allotment. The purpose of this extension is to allow additional time to expend remaining TTIPS funds through the 2020-2021 school year.

- 3. For TTIPS grant recipients whose grants are ending this year, does the campus need to do anything else to close the grant? [Posted May 7, 2020](#)**

TTIPS Cycle 4 grant recipients must continue to follow the timelines listed on the TEA Grant Opportunities page, which include final amendments to the grant due May 1, 2020 and final expenditure report and final revised expenditure report by August 31, 2020. TEA School Improvement specialists will reach out with dates for submission of TTIPS Activity Plan, PSP Progress Reports and End of Year Part 1 and Part 2 reports.

- 4. How will the requirement to provide incentive pay be addressed now that state assessments have been cancelled? Will the incentive pay requirement be waived or can the 2019-20 incentive plan be modified to include any campus measures met prior to COVID? [Posted May 7, 2020](#)**

For grant recipients that have included incentive pay as part of its grant application, the agency is recommending the campus modify its incentive pay plan to include criteria outside of state assessment data. Ultimately, LEAs will determine whether incentive pay will be awarded to teachers and staff for the 2019-2020 school year.

- 5. For grant recipients who had an Effective Schools Framework Diagnostic written into their grants, will a partial ESF which reviewed the pre-work, but not the actual on-site campus diagnostic suffice? [Posted May 7, 2020](#)**



The Division of School Improvement shows that all TTIPS Cycle 4 and Cycle 5 grant recipients have received an Effective Schools Framework Diagnostic and have submitted the ESF Diagnostic Final Report in ISAM. If there are additional questions regarding the Effective Schools Framework Diagnostic, please reach out to the division at [SIDivision@tea.texas.gov](mailto:SIDivision@tea.texas.gov) for clarification.

- 6. With the TTIPS Cycle 5, Year 4 grant extension, will the school improvement interventions remain the same through the 2020-2021 school year? Will PSPs be assigned to assist in the 2020-2021 school year? [Posted May 7, 2020](#)**

The Division of School Improvement is currently considering multiple options for interventions for TTIPS Cycle 5, Year 4 grant recipients including the role of the Professional Service Provider. Final intervention requirements will be communicated to campuses as soon as possible.

- 7. We have a significant amount of money allocated to field trips, many of which were happening at the end of the year and have been postponed. Should we shift this money to a different priority or is there the possibility of rescheduling the trips next year? [Posted May 7, 2020](#)**

For TTIPS Cycle 4 grant recipients, the grant cannot be extended past the current end date of July 31, 2020. Cycle 4, Year 5 grantees should review their approved budget and if necessary, submit an amendment to their current approved grant application. For more information on when to amend a grant, LEAs should review the [When to Amend the Application](#) on the Grants Administration Division website.

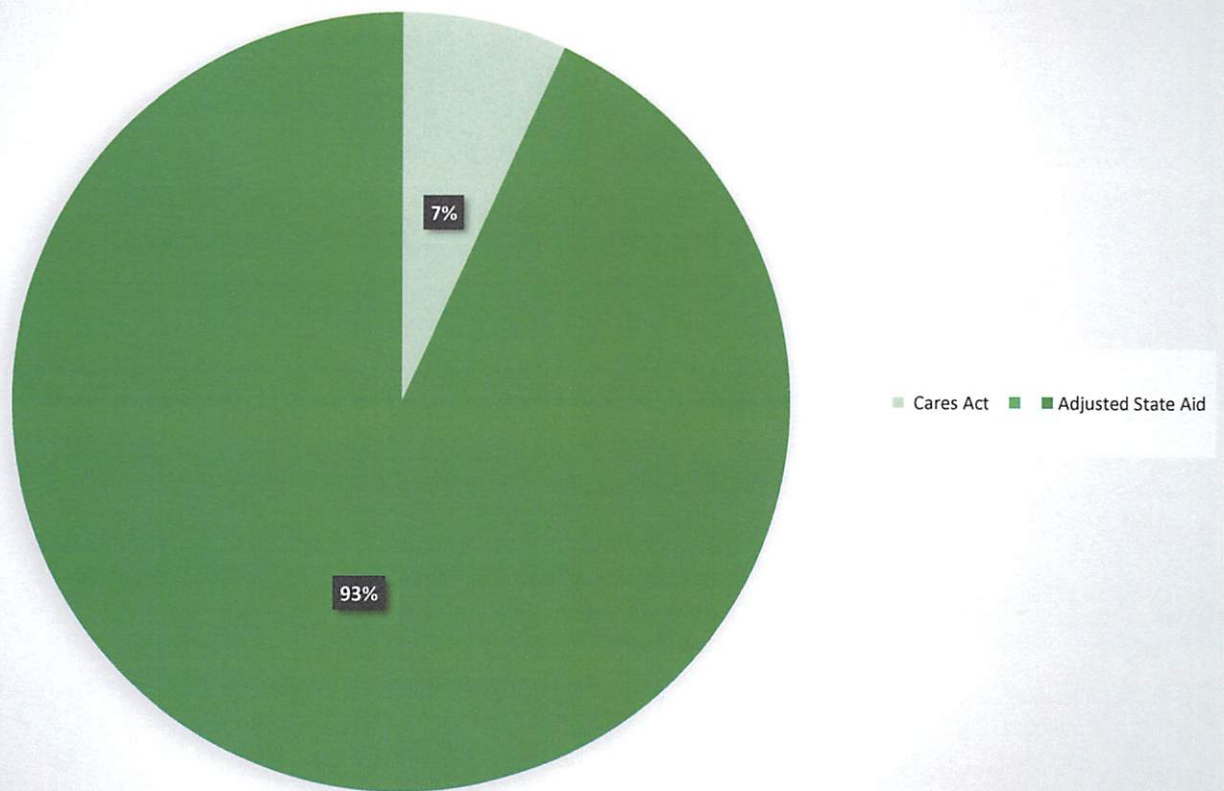
TTIPS Cycle 5, Year 4 grant recipients should be able to reschedule field trips into the 2020-2021 school year. If a Cycle 5, Year 4 grant recipient is unable to reschedule a field trip, they should review their approved budget and if necessary, submit an amendment to their current approved grant application. For more information on when to amend a grant, LEAs should review the [When to Amend the Application](#) on the Grants Administration Division website.

## Stimulus Funding under the CARES Act

For information on [CARES ACT and reimbursement questions](#), please see the **CARES ACT Funding and Documentation FAQ** located on the [TEA Coronavirus webpage under Funding and Waivers](#). [Posted May 21, 2020](#)

SOF FY 2019-2020	FABENS LEA Entitlement	Adjusted State Aid
State Aid 19,520,081.00 100%	Cares Act 1,337,711.00 7%	\$ 18,182,370.00 93%

### FY 2019- 2020 the Fabens ISD State Aid will be Reduced Due to Cares Act and ESSER Funding



FY 2019-2020 the TEA Summary of Finance Revenues assigned is \$19,520,081 as of 7/9/2020.  
 Due to the COVID-19 Pandemic - State Aid will be reduced by 7% and will be made whole by the CARES ACT ESSER Funds.  
 For Fabens ISD this equivalates to a \$1,337,711 million dollar reduction in foundation revenue.  
 In order to maintain a balanced budget FY 2020, the Fabens Administrative Leadership Team will be applying for the ESSER Funds and will utilize the funds as described in memorandum.

**FABENS ISD  
BOARD OF TRUSTEES**

**BOARD OF TRUSTEES BUSINESS  
Board Agenda Item**

<b>TITLE</b>	Purchase of Mobile Hot Spots	<b>Date Requested</b>	07/16/2020
<b>Requested By:</b>	Michele Gonzalez	<b>Approximate Time</b>	
<b>Division Approval:</b>		<b>Action Needed by:</b>	Yes
<b>Action Requested:</b>	The Administration recommends approval of the purchase of mobile hotspots, using the remainder of the Technology Lending Grant.	<b>Information Only:</b>	No
<b>People Participating In Presentation:</b>	Michele Gonzalez Mario Dominguez	<b>Who Has Been Involved:</b>	Michele Gonzalez Mario Dominguez Jorge Saenz Yvonne Coupland
<b>How Will It Benefit the District's Mission/Goals?</b>	Promote internet connectivity for students for virtual instruction.	<b>How Will Request Be Financed?</b>	Technology Lending Grant
		<b>Cost to District:</b>	Up to 40,459.38





*Fabens Independent School District*  
*P.O. Box 697, Fabens, Texas 79839*

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## **Request for Approval of the Purchase of Additional Hot Spots for Students**

The purpose of this memorandum is to request Board approval of the purchase of additional mobile hot spots for students for the 2020-2021 school year. These are needed to ensure students have internet connectivity for virtual instruction.

### **Justification for Request**

As previously presented, Fabens ISD was awarded a competitive Technology Lending Grant to assist with this cost. A portion of that grant, as well as additional federal funding was approved by the board for the purchase of hot spots for the Spring 2020 and Summer 2020 virtual instruction. Additional hot spots are needed based on parent surveys. Fabens administration will first proceed with the use of the remainder of the Technology Lending Grant funds totaling \$40,459.38 allowable for use in the 2020-2021 school year.

The Fabens ISD Technology Department has obtained quotes from several vendors and has prioritized vendors based on price, quality, and availability of devices. Because availability changes, flexibility is needed to take advantage of the best options available which may require multiple vendors.

Thank you for your consideration.



Bill To:

Ship To:

Date: 7/14/20

Name: Fabens ISD

Name: Fabens ISD

Address:

Attention: Mario Dominguez

City, ST, Zip:

Email: mariod@fabensisd.net

Phone:

Address:

City, ST, Zip:

Phone:

Quantity	Item Description	Notes	Unit Cost	Subtotal
218	CoolPad Surf	4 G LTE	\$62.00	\$13,516.00
218	Service Plans	1 Year Unlimited Data	\$120.00	\$26,160.00

REMITTANCE: Make check payable to Mobile Beacon

Subtotal: \$39,676.00

Tax: N/A

Amount Due: \$39,966.50

Shipping & Handling: \$290.50

Total Due: \$39,966.50

**FABENS ISD  
BOARD OF TRUSTEES**

**BOARD OF TRUSTEES BUSINESS  
Board Agenda Item**

<b>TITLE</b>	<b>SLI Training Sessions: Discussion for School Board Officers with David Keompel and TASB Summer Leadership Institute</b>	<b>Date Requested</b>	07/15/2020
<b>Requested By:</b>	Ms. Sylvia Gonzales	<b>Approximate Time</b>	15 minutes
<b>Division Approval:</b>		<b>Action Needed:</b>	No
<b>Action Requested:</b>	None	<b>Information Only:</b>	Yes
<b>People Participating In Presentation:</b>	Ms. Sylvia Gonzales	<b>Who Has Been Involved:</b>	
<b>How Will It Benefit the District's Mission/Goals?</b>		<b>How Will Request Be Financed?</b>	
		<b>Cost to District:</b>	

**FABENS ISD  
BOARD OF TRUSTEES**

**DISTRICT EMPLOYEES AND OFFICERS  
Board Agenda Item**

<b>TITLE</b>	<b>District Employees and Officers – 2020 – 2021 New Hires</b>	<b>Date Requested</b>	07/15/2020
<b>Requested By:</b>	Dr. Vijil	<b>Approximate Time</b>	10 minutes
<b>Division Approval:</b>	N/A	<b>Action Needed:</b>	No
<b>Action Requested:</b>	None	<b>Information Only:</b>	Yes
<b>People Participating In Presentation:</b>	Ms. Audry Ortegon	<b>Who Has Been Involved:</b>	
<b>How Will It Benefit the District's Mission/Goals?</b>		<b>How Will Request Be Financed?</b>	
		<b>Cost to District:</b>	

## Fabens ISD

### New Hires

**Presented: July 2020 Board Meeting**

<b>New Employee</b>	<b>Assignment</b>	<b>Campus</b>
Irma Perez	3 <sup>rd</sup> Grade Monolingual	FES
Daisy Clary	1 <sup>st</sup> Grade Monolingual	FES
Maria Becerra	1 <sup>st</sup> Grade Monolingual	FES
Maria Gabriela Contreras	Counselor	FES
Valeria Luna	English Teacher	FHS
Maria Villarreal	Assistant Principal	FHS – Early College
Alicia Garcia	Counselor	FMS



**FABENS ISD  
BOARD OF TRUSTEES**

**Lone Star Governance  
Board Agenda Item**

<b>TITLE</b>	<b>Selection of LSG Workshop Date</b>	<b>Date Requested</b>	07/15/2020
<b>Requested By:</b>	Dr. Veronica Vijil	<b>Approximate Time</b>	5 minutes
<b>Division Approval:</b>		<b>Action Needed:</b>	Yes
<b>Action Requested:</b>	The administration recommends approval of the LSG workshop date as presented	<b>Information Only:</b>	No
<b>People Participating In Presentation:</b>	Dr. Veronica Vijil	<b>Who Has Been Involved:</b>	Dr. Vijil and Ms. Monica Jaloma
<b>How Will It Benefit the District's Mission/Goals?</b>		<b>How Will Request Be Financed?</b>	
		<b>Cost to District:</b>	

**FABENS ISD  
BOARD OF TRUSTEES**

Date: 07/22/2020 Presented By: Board President

Subject: Adjourn Related Page(s) N/A

**Action**

**BACKGROUND INFORMATION:  
ADJOURN**

If there is no further business the meeting is adjourned at \_\_\_\_\_ p.m.