

Agenda of Regular Meeting

The Board of Trustees Little Elm ISD

A Regular Meeting of the Board of Trustees of Little Elm ISD will be held August 17, 2026, beginning at 6:00 PM in the Little Elm ISD Administration Building.

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

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

1. Call to Order Open Session in the Board Room at Little Elm ISD Administration Building on 400 Lobo Lane, Little Elm, Texas 75068.
2. Introduction and Roll Call
3. Citizen Input
Audience participation shall be permitted at regular Board meetings and shall be limited to the public comment portion designated for that purpose
4. The Board will recess into Closed Meeting in the Board Support Conference Room as permitted by the Texas Open Meetings Act Code Subchapter 551.072 & 551.074. The Board and Superintendent will discuss:
 - A. Personnel
 - B. Land
5. Pledge of Allegiance
6. Invocation
7. Reports of the Superintendent
 - A. 2026-2027 Employee Handbook 4
Presenter: Asheley Brown
8. Action Items
 - A. Discuss and consider approval of Reclassification of Special Populations 5
Speech Pathologist Position
Presenter: Asheley Brown
 - B. Discuss and consider approval of the Act on Delegation of Authority to 6
Approve the Agreement for the Purchase of Attendance Credit
Presenter: Jesse Wyse
9. Consent Agenda
 - A. Discuss and consider approval of Regular Board Meeting Minutes - 7/20/2026
Presenter: Sonia S. Flores
 - B. Discuss and consider approval of Texas A&M Agrilife Extension 10
Adjunct Faculty Resolution
Presenter: Dr. Penny Tramel
 - C. Discuss and consider approval of SB13 Acquisition of Library Books 19
Presenter: Dr. Penny Tramel

D. Discuss and consider approval of Board Policy Updates - TASB Update	41
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Presenter: Renee Pentecost	
E. Discuss and consider approval of T-TESS Appraisers and Appraisal Calendar	117
Presenter: Renee Pentecost	
F. Discuss and consider approval of Off-Campus Physical Education Sites	119
Presenter: Dr. Penny Tramel	
G. Discuss and consider approval of Financial Reports - June 2026	128
Presenter: Jesse Wyse	
H. Discuss and consider approval of Little Elm ISD Interlocal Summary Report	146
Presenter: Jesse Wyse	
I. Discuss and consider approval of Request for Proposal #2024-005 Food Catering Services	148
Presenter: Jesse Wyse	
10. Board President Comments	
Presenter: Mary Watkins	
11. Board Comments	
12. Superintendent Comments	
13. Adjournment	

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

Texas Government Code Section:

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

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

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

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

Superintendent

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

Sonia S. Flores

Board Agenda Item

Little Elm Independent School District

400 Lobo Lane

Little Elm, Texas 75068

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
8-17-2026	☒	☐	☐	☐	☐
Subject:	2026-2027 EMPLOYEE HANDBOOK				
Presenter or Contact Person:	Asheley Brown, Executive Director for Human Resource Services				
Policy/Code:	Section D: Personnel (All Personnel related Board Policies)				
Strategic Plan Goal:	We will recruit, recognize, and retain high quality and effective personnel to support student success at every level.				
Summary:	The 2026-2027 LEISD Employee Handbook has been updated with the latest suggested edits from TASB.				
Financial Implications:	No Financial impact. The Handbook will be distributed electronically.				
Attachments:	2026-2027 LEISD Employee Handbook ; Guide to Handbook Changes				
Recommendation:	For informational purposes only.				
Motion:	N/A				

Board Agenda Item

Little Elm Independent School District

400 Lobo Lane

Little Elm, Texas 75068

Board Mtg. Date 08-17-2026	Reports of the Superintendent ☐	Action Item ☒	Consent Agenda ☐	Reports, Routine Monthly ☐	Other ☐
Subject:	RECLASSIFICATION OF SPECIAL POPULATIONS SPEECH PATHOLOGIST POSITION				
Presenter or Contact Person:	Asheley Brown, Executive Director of Human Resource Services				
Policy/Code:	DCA, DCB, DC, and DCE as appropriate				
Strategic Plan Goal:	We will recruit, recognize, and retain high quality and effective personnel to support student success at every level.				
Summary:	As the needs of our special education students across the district are continuously being assessed and reviewed, there is a need for a Special Education speech pathologist position to be reclassified as detailed below: • Special Education Speech Pathologist (187 days; administrator/professional paygrade 2) reclassified to a Special Education Speech Pathologist Assistant (187 days; Teacher pay scale).				
Financial Implications:	Minimal savings for budget				
Attachments:	N/A				
Recommendation:	The Administration recommends approval of the reclassification of the Special Education Speech Pathologist FTE as submitted.				
Motion:	I move the Board approve the reclassification of the Special Education Speech Pathologist FTE as submitted.				

Board Agenda Item

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

Board Mtg. Date 08-17-2026	Reports of the Superintendent ☐	Action Item ☒	Consent Agenda ☐	Reports, Routine Monthly ☐	Other ☐
Subject:	ACT ON DELEGATION OF AUTHORITY TO APPROVE THE AGREEMENT FOR THE PURCHASE OF ATTENDANCE CREDIT				
Presenter or Contact Person:	Jesse Wyse, Chief Financial Officer				
Policy/Code:	Texas Education Code Chapter 48 and 49 (previously Chapter 41)				
Strategic Plan Goal:	Ensuring Fiscal Health and Sustainability				
Summary:	HB3 updated the statutes surrounding qualifications for recapture payments. Recapture is no longer tied to a certain level of wealth per WADA. Districts are now subject to recapture payments if they have local revenue in excess of entitlement. A district is considered to have excess local revenue if the district's tier one local share exceeds the district's entitlement. The district must reduce its tier one revenue by selecting one of the following five statutory options: 1) Consolidate with one or more other school districts 2) Detachment of property 3) Purchase of average daily attendance credits from the State 4) Contract for education of non-resident students 5) Tax base consolidation with another district Option #3 is the most feasible for the district, and is the option most districts with excess local revenue chose.				

Financial Implications:	LEISD's anticipated 2026-27 cost of recapture will be approximately \$1,721,691.
Attachments:	2026-27 Agreement for the Purchase of Attendance Credit
Recommendation:	The Administration recommends delegating authority to the Superintendent to approve the Agreement for the Purchase of Attendance Credit.
Motion:	I move "For the 2026-27 school year, we delegated contractual authority to obligate the school district under Texas Education Code (TEC) 11.1511(c)(4) to the superintendent, solely for the purpose of obligating the district under TEC, 48.257 and TEC, Chapter 49, Subchapters A and D, and the rules adopted by the commissioner of education as authorized under TEC, 49.006. This included approval of the Agreement for the Purchase of Attendance Credit."

Agreement for the Purchase of Attendance Credit

This agreement is entered into pursuant to the Texas Education Code (TEC), Chapter 49, Subchapters A and D, and rules adopted by the commissioner of education as authorized by the TEC, §49.006. The purpose of this agreement is to enable the district to reduce its local revenue level to a level not to exceed the level established under TEC, §48.257 for the school year.

The school year to which this agreement applies is _____ (the “school year”).

The agreement is for _____ School District (“the district”), with a county-district number of _____, to purchase attendance credit from the state for the school year.

This agreement is subject to the approval of the voters of the district as provided by the TEC, §49.156. The board of trustees of the district agrees to submit to the commissioner of education, on request, a certified copy of the board minutes showing the canvass of the election.

Initial payments will be based on the commissioner’s estimate of the total cost of credit as determined under TEC, §49.153, using the district’s projected maintenance and operations tax revenue that exceeds the level established under TEC, §48.257 for the school year. The district agrees to make the payments in accordance with the schedule specified in the TEC, §49.154.

The total cost of credit will be determined by the commissioner in accordance with the TEC, §49.153, when final data on the district’s maintenance and operations tax revenue that exceeds the level established under TEC, §48.257 for the school year is available. If that amount is less than the amount paid by the district through August 15 of the school year, the difference will be refunded. If that amount is greater than the amount paid, the district shall remit an amount equal to the difference for deposit in the state treasury to be used for the Foundation School Program.

The cost of purchased attendance credit will be reduced for county appraisal district costs. The reduction will be computed in accordance with the TEC, §49.157. If the reduction exceeds the cost for the school year, the difference will be carried forward and applied to each subsequent year’s cost until the total amount of the reduction has been exhausted.

Signature of President, Board of Trustees

Date: _____

Signature of Secretary, Board of Trustees

Date: _____

Signature of Superintendent

Date:

Typed Name of Superintendent

Date:

Signature of Commissioner of Education or Designee

Board Agenda Item

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

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
08-17-2026	☐	☐	☒	☐	☐
Subject:	TEXAS A&M AGRILIFE EXTENSION ADJUNCT FACULTY RESOLUTION				
Presenter or Contact Person:	Dr. Penny Tramel, Assistant Superintendent for Curriculum and Learning				
Policy/Code:	19 TAC 129.21, TAC 76.1, EEL (LEGAL)				
Strategic Plan Goal:	We will engage each student in learning experiences that lead to increased college, career, and military opportunities for post-secondary readiness.				
Summary:	Resolution for 4H in LEISD to be overseen by Texas A&M AgriLife Extension. This resolution allows the school district to recognize county extension agents as adjunct faculty and to count students participating in said adjunct faculty in 4H education activities “in attendance” for foundational school program purposes.				
Financial Implications:	There is no financial impact to the budget.				
Attachments:	<u>Texas A&M AgriLife Extension Adjunct Faculty Memorandum and Resolution</u>				

Recommendation: | **The Administration recommends approval of the Texas A&M AgriLife Extension Faculty Resolution as submitted.**

Motion: | **I move the Board approve the Texas A&M AgriLife Extension Faculty Resolution as submitted.**

EXTRACURRICULAR STATUS REQUEST

Request for Extracurricular Status for 4-H



DENTON COUNTY EXTENSION SERVICE

July 22, 2026

Michael Lamb
Little Elm ISD
400 Lobo Lane
Little Elm, TX 75068

Dear Michael Lamb:

On behalf of the 4-H members of Denton County, I/we hereby respectfully request that the 4-H organization, by the attached resolution, be sanctioned as an extracurricular activity. We request the enclosed RESOLUTION be presented for consideration at the next scheduled meeting of the Board of Trustees of the Little Elm ISD. I/we further request that questions regarding this RESOLUTION be directed to me/us in a timely manner so that I/we may prepare and present an appropriate response so as not to delay action on this request.

Finally, I/we request that a signed copy of this RESOLUTION, along with a copy of the minutes of the Board meeting, be forwarded to me/us for my/our files.

Thank you and members of the Board of Trustees for your consideration of this request.

Sincerely,

A handwritten signature in cursive script that reads "Steven Baringer".

Steven Baringer
County Extension Agent for
4-H & Youth Development

Attachment: Resolution for Extracurricular Status of 4-H Organization

Denton County Extension Office
611 Kimberly Drive, Denton, TX 76208
<http://texas4-h.tamu.edu> | Tel. 940.349.2884

EXTRACURRICULAR STATUS REQUEST

Resolution requesting Extracurricular Status for 4-H

RESOLUTION

EXTRACURRICULAR STATUS OF 4-H ORGANIZATION

Be it hereby resolved that upon this date, the duly elected Board of Trustees of the

Little Elm ISD

meeting in public with a quorum present and certified,
did adopt this resolution that recognizes the

Denton County

Texas 4-H Organization as approved for recognition and eligible for extracurricular status consideration under
19TexasAdministrative Code,
Chapter 76.1, pertaining to extracurricular activities.

Participation by 4-H members under provisions of this resolution are subject to all rules and regulations set forth under the
19Texas Administrative Code as interpreted by this Board and designated officials of this school district.

A local representative of the Texas A&M AgriLife Extension Service
will request academic eligibility for all 4-H competitive activities, regardless if a school absence is or is not required, and
for non-competitive purposes when an absence is required.

Approved this _____ day of _____, 20 _____.

Board of Trustee

Superintendent

ADJUNCT FACULTY REQUEST

Cover Letter requesting Adjunct Faculty Status



DENTON COUNTY EXTENSION SERVICE

July 22, 2026

Michael Lamb
Little Elm ISD
400 Lobo Lane
Little Elm, TX 75068

Dear Michael Lamb:

On behalf of the Denton County Extension Staff, I/we hereby respectfully request approval of the attached Adjunct Faculty Agreement with the Little Elm ISD Independent School District.

The State Board of Education passed an amendment to 19 TAC§129.21 U). Requirements for Student Attendance Accounting for State Funding Purposes allows public school students to be considered "in attendance" when participating in off-campus activities with an adjunct staff member of the school district. Section 3 of the Student Attendance Handbook states:

- (1) The student is participating in an activity that is approved by the local board of school trustees and is under the direction of a member of the professional or paraprofessional staff of the school district, or an adjunct staff member who:
 - (A) has a minimum of a bachelor's degree; and
 - (B) is eligible for participation in the Teacher Retirement System of Texas.

Denton County requests the Extension personnel listed on the enclosed Adjunct Faculty Agreement be awarded adjunct faculty staff member status for the period of time indicated on the agreement. Extension personnel, as ISD adjunct faculty members, will only supervise and be responsible for Texas 4-H members of the district.

I hope Little Elm Independent School District will accept this request. Please let me know if you would like to schedule an appointment to discuss the amendment and request or if you need further information.

Thank you and members of the Board of Trustees for your consideration of this request.

Sincerely,

Steven Baringer
County Extensions Agent for
4-H and Youth Development

Attachment: Resolution for Extracurricular Status of 4-H Organization

Denton County Extension Office
611 Kimberly Drive, Denton, TX 76208
<http://texas4-h.tamu.edu> | Tel.940.349.2884

ADJUNCT FACULTY REQUEST

Adjunct Faculty Agreement

THE STATE OF TEXAS
COUNTY OF: Denton

On this date, at a regularly scheduled and posted meeting, came the Board of Trustees of the Little Elm Independent School District, hereinafter referred to as "District." A quorum having been established; the Board proceeded to consider the appointment of the herein named individual(s) as an adjunct member of the Little Elm Independent School District.

Upon consideration and vote in favor of, Steven Baringer, Chandani Kothari, Erin Smith and Zach Davis being hereby named as adjunct faculty member(s) of the Little Elm Independent School District subject to the following considerations and provisions of such appointment to wit:

1. This appointment shall commence on the ____ day of _____, 20__ and remain in effect until the ____ day of _____, 20__.
2. This appointment will include the Texas A&M AgriLife Extension Service employees listed below:

NAME	TITLE	DEGREE	INSTITUTION	DATE
Steven Baringer	CEA 4-H & Youth Development	M.S. Agricultural Education	Oklahoma State University	2021
Chandani Kothari	CEA Family & Community Health	Masters of Public Health	Northern Illinois University	2021
Erin Smith	CEA Horticulture	M.S. Agriculture	Stephen F. Austin State University	1995
Zach Davis	CEA Agriculture & Natural Resources	M.S. Agriculture Science	Texas A&M University – Kingsville	2015

3. Adjunct faculty member(s) will receive no compensation, salary, or remuneration from Little Elm Independent School District.
4. Adjunct faculty member(s) is and shall remain an employee, in good standing, of the Texas A&M AgriLife Extension Service.
5. Adjunct faculty member(s) are and shall remain under the direct supervision of either the District Extension Administrator of District 4 or Denton County Extension Director.
6. Adjunct faculty member(s) shall receive all group insurance benefits, workman's compensation insurance benefits, unemployment insurance, and any and all other plans for the benefit of Texas A&M AgriLife Extension Service employees. District shall have no responsibility for any of such benefits or plans.

Adjunct faculty member(s) shall direct the activities and participation of students of the school district in sponsored and approved activities as designated from time to time by adjunct faculty members for which notice shall be given to School District administrative personnel. Adjunct faculty members' activities and participation with students of the School District are directed, supervised, and controlled by and through supervisory personnel of Texas A&M AgriLife Extension Service pursuant to the supervisory authority of the District Extension Administrator or County Extension Director. Adjunct faculty member(s) is not the employee of the School District, and School District does not nor shall not supervise, direct or control the activities and/or participation of such Denton County Extension Agent(s) who have/has been herein designated as an adjunct faculty member.

This appointment is made by the Independent School District by and through the Board of Trustees of said district for the benefit of allowing voluntary student participation in programs conducted by the Texas A&M AgriLife Extension Service in recognition of the educational benefits arising from such participation and activities and/or directed by the Texas A&M AgriLife Extension Service. This appointment is made in accordance with the provisions of Section 129.21 (j)(l) of the Texas Administrative Code authorizing the school to deem such participating students in attendance for foundation school program purposes.

This appointment of the herein named Denton County Extension Agent(s), Steven Baringer, Chandani Kothari, Erin Smith and Zach Davis (Extension employees) is/are not intended nor shall be construed as a waiver of any claim or defense of sovereign or governmental immunity from liability now possessed by Little Elm Independent School District or any of its employees, agents, officers, and/or board members in the performance of governmental functions.

Signed this __ day of _____, 2026.

Little Elm Independent School District

By: _____

ACADEMIC ELIGIBILITY PROCESS

Procedures for securing Academic Eligibility Information and Excused Absences for 4-H Members to participate in 4-H Event or Activity

This procedure applies to ALL 4-H events or activities (competitive or non-competitive) and all 4-H members in public, private, and/or home school that requires a 4-H member to be absent from school. For instance, if a 4-H member is a member of a state planning task force and needs to miss a day of school to participate, the 4-H member would have to be eligible according to the Texas Education Code to be excused from school.

There are two ways a County Extension Office can request academic eligibility for 4-H members. One is on an individual basis using the Declaration of Eligibility Form (Attachment F) for times when only one or two 4-H members may be needing an absence. The second option is for situations when a large number of youths may be needing an excused absence, such as a county or major stock show. The steps below outline how the county office needs to proceed with each of the processes.

BEGINNING OF THE SCHOOL YEAR	
August/September	County Extension Agents should meet with school officials to determine the steps the agent needs to take to assist 4-H members in obtaining excused absences to participate in 4-H events and to determine eligibility of 4-H members for competitive events.
30 DAYS PRIOR TO ANY 4-H EVENT/ACTIVITY NEEDING ACADEMIC ELIGIBILITY CHECKED	
Declaring academic eligibility for small number of 4-H members	1. Ensure that all members needing an excused absence are ACTIVE 4-H members. 2. Complete the County Agent section of the Declaration of Eligibility Form. Provide the form to either the 4-H member and request they submit to the school for completion or have the 4-H parent/guardian complete the first section, return to the County Extension Office and then submit as a group to the respective school campuses. 4-H member then returns completed form back to the County Extension Office within the timeframe given by the office.
Declaring academic eligibility for large number of 4-H members	Extension agents should prepare a document on official letterhead which includes the items listed below and submit to each school/campus requesting eligibility status for each 4-H member. a) Name of 4-H member(s) involved b) School they attend c) Current grade level in school d) Dates of proposed absence(s) e) Name of event f) Educational value g) Chaperone List is returned back to County Extension Office by school/campus.
RESPONSE FROM SCHOOL ON DECLARATION OF ACADEMIC ELIGIBILITY	
Eligible	The school should respond to CEA if there are any students who are academically eligible. County Extension Office should follow up with the school/campus if no response is received.
Ineligible	If a 4-H member is academically ineligible for a 4-H competitive event, the agent must notify the 4-H member, their parents and the sponsoring agency, in writing – letter/email (a phone call can also be made but should be followed up with a written notification).

If county Extension faculty and schools develop and agree on procedures they deem more efficient and effective and still ensures 4-H's compliance with the Texas Education Code requirements, they should inform their District Administrator/County Extension Director of the plan to be followed.

DECLARATION OF ELIGIBILITY FORM INSTRUCTIONS

4-H'ers should complete a separate form for each competitive event/activity in which they plan to participate. The original form should be returned to the county Extension office by the deadline established by the County Extension Office.

NOTE: Schools requiring a copy of this form should make their copy before returning it to the student.

Parent/Guardian Section:

1. Parent/Guardian will select the information requested. It is either:
 - a. Academic eligibility information only. (Used to verify academic eligibility only for 4-H competitive events/activities.), or
 - b. Academic eligibility information and authorization to receive an excused absence from school. (Used to verify academic eligibility as well as receive authorization to receive an excused absence. This would be used for events held during school hours such as stock shows, district, state and national 4-H contests and events, etc.)
2. Complete the date and name of the activity. (Used to notify school officials of exact dates/times a student would be participating in a [4-H] activity or representing 4-H at an event.)
3. Parent/Guardian signature is required. The signature of the parent/guardian confirms that this person is aware of the academic eligibility and excused absence requirements of the Texas Education Code.

County Extension Agent Section:

1. Extension Office will complete this section and certify the youth is a 4-H member and his/her participation in the event.
2. County Extension Agent (with adjunct faculty status) will sign the form.

School Principal/Designee Section:

1. Principal, or designee, will indicate the 4-H members eligibility status, options are:
 - a. Academically eligible to participate
 - b. Not academically eligible to participate
2. The principal, or designee, will indicate whether or not an excused absence will be granted.
3. The principal, or designee, will provide the date being used to determine eligibility.
4. Principal, or designee, will sign and date the form in order to be valid.

4-H family should follow instructions provided by the County Extension Office on returning form to the Extension Office by the given deadline.



Texas 4-H Youth Development Program DECLARATION OF ELIGIBILITY FORM

This form is requested in accordance with the requirement of the Texas Education Code and in cooperation with the Texas Education Agency and local school board policies.
Instructions: Complete one form per activity. The original form should be returned to the County Extension Office.

PARENT/GUARDIAN SECTION

In accordance with 4-H policy, provided by our local Extension office, I respectfully request:
(CHECK ONE)

- ☐ Academic eligibility information only.
- ☐ Academic eligibility information and authorization to receive an excused absence from school.

Date of Activity: _____ Name of Activity: _____

Signature of Parent/Guardian: _____

COUNTY EXTENSION AGENT SECTION

I hereby certify that _____ is a member of 4-H in _____ County and is scheduled to participate in this activity representing 4-H. He/she will be under the supervision of the Texas A&M AgriLife Extension Service faculty or agency's designated volunteer leader.

Date: _____

Signature: _____

SCHOOL PRINCIPAL OR DESIGNEE SECTION

ACADEMIC ELIGIBILITY (CHECK ONE)

- ☐ I do certify that the student is academically eligible to participate in the above-mentioned activity.
- ☐ I do not certify the student because he/she is **NOT** academically eligible to participate in the above-mentioned activity.

EXCUSED ABSENCE (CHECK ONE)

- ☐ An excused absence will be granted
- ☐ An excused absence will NOT be granted.
- ☐ Does not apply

EDUCATIONAL STATUS (CHECK ONE)

- ☐ Face-to-Face (on campus)
- ☐ Virtual Option
- ☐ Homeschooled

Date used to determine eligibility: _____

Date: _____

Signature of Principal or Designee: _____

Name of School: _____

Board Agenda Item

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

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
08-17-2026	☐	☐	☒	☐	☐
Subject:	SB13 ACQUISITION OF LIBRARY BOOKS				
Presenter or Contact Person:	Dr. Penny Tramel, Assistant Superintendent for Curriculum and Learning				
Policy/Code:	EFB (LEGAL) addressing SB13 requirements to be adopted by the Board)				
Strategic Plan Goal:	We will communicate with the LEISD community to build trust, support, and involvement. LEISD will engage 100% of students in learning experiences that lead to college, career, and/or military opportunities to ensure all of our students are post-secondary ready upon graduation.				
Summary:	As a result of SB13 from the 89th Legislative Session, we are required to have a process for library acquisition in place and post potential books for acquisition on the website for 30 days prior to the Board approving the purchase of the books. The Board may deny any book on the list for purchase based on community values and the developmental appropriateness of the material.				
Financial Implications:	There is no financial impact to the budget.				
Attachments:	Elementary Acquisition List There is no Middle School Acquisition List for August High School Acquisition List				

Recommendation:	The Administration recommends the Board approve the proposed library book acquisitions to align with legislation.
Motion:	I move the Board approve the proposed library book acquisitions to align with legislation.

Book Title	Author	 Date Entered
Millie Fleur's Pumpkin Problem	Christy Mandin	7/16/2026
Millie Fleur's Worst Day Ever	Christy Mandin	7/16/2026
Toast of the Town	John Jory	7/16/2026
Diary of a Wimpy Kid: Fight or Flight	Jeff Kinney	7/16/2026
The Night of Lions: I Survived book #26	Lauren Tarshis	7/16/2026
Off the Wall: Making Stuff Together	Juana Martinez-Neal	7/16/2026
Snake and Bat: What Will We Find in this Box?	Mo Willems	7/16/2026
I Am Murphy and I Am Waiting	Dan Yaccarrino	7/16/2026
Dragon Girls: Maya the Ember Dragon	Maddy Mara	7/16/2026
Selena the Sunflower Dragon	Maddy Mara	7/16/2026
Layla the Water Lily Dragon	Maddy Mara	7/16/2026
Jasmine the Shimmer Dragon	Maddy Mara	7/16/2026
Rani the Enchanted Dragon	Maddy Mara	7/16/2026
Kai the Spell Dragon	Maddy Mara	7/16/2026
Willi, el dragon plateado de purpurina	Maddy Mara	7/16/2026
Futbol is life!	Cristo Fernandez	7/16/2026

Book Title	Author	 Date Entered
Serafina Makes Waves		6/18/2026
Sherlock Roach		6/18/2026
Dog Meets Dog: On the Loose		6/18/2026
The Super Roomies: Lakes of		6/18/2026
The Case of Old MacDonald H	Mark Teague	6/18/2026
Billie Builds a RoboCorn	Jose Avelino Gilles Lourend	6/18/2026
A Quick Trip to the Store	Sam Wedelich	6/18/2026
Broccoli is Trying to Kill Me	Katie Evans	6/18/2026
Mystery in Rocky Mountain Na	Aaron Johnson	6/18/2026
The Weirdies	Michael Buckley	6/18/2026
Rise of the Green Flame	Bernard Mensah	6/18/2026
The Mighty Onion	Mark Crilley	6/18/2026
Overboard! Survivor Diaries	Terry Lynn Johnson	6/18/2026
The Underdogs	Tracey West	6/18/2026
Tales of Bunjitsu Bunny	John Himmelman	6/18/2026
Two-Headed Chicken	Tom Angleberger	6/18/2026
Fireworks	Matthew Burgess	6/18/2026
Everyday Bean	Stephanie Graegin	6/18/2026
Island Storm	Brian Floca	6/18/2026
Evelyn Witch Gets a Pet	Beth Ferry	6/18/2026
This Book is Dangerous	Ben Clanton	6/18/2026

Book Title	Author	 Date Entered
How to Be Brave Like Snail	Naseem Hrab	6/18/2026
Echo	Adam Rex	6/18/2026
What Fish Are Saying	Kirsten Pendreigh	6/18/2026
The Brilliant World of Tom Gates	Tom Gates	6/18/2026
Sam Wu Is Not Afraid Of Ghosts	Katie Tsang	6/18/2026
Middle School Bites	Steven Banks	6/18/2026
My Life As a Potato	Arianne Costner	6/18/2026
Rocks	Julie Murray	6/18/2026
Soils	Julie Murray	6/18/2026
Minerals	Julie Murray	6/18/2026
Ores	Julie Murray	6/18/2026
Fossils	Julie Murray	6/18/2026
Gems	Julie Murray	6/18/2026
Leaves	Brenna Maloney	6/18/2026
Apples	Sonia W. Black	6/18/2026
Pumpkins	Brenna Maloney	6/18/2026
Holidays	Sonia W. Black	6/18/2026
Animal Homes Burrows	Claire Caprioli	6/18/2026
Animal Homes Reefs	Jay Leslie	6/18/2026
Animal Homes Dens	Claire Caprioli	6/18/2026
Animal Homes Nests	Jay Leslie	6/18/2026

Book Title	Author	 Date Entered
The Minecraft encyclopedia	Riley Madsen	6/18/2026
The Mario Encyclopedia	Arnold Ringstad	6/18/2026
The Fortnite Encyclopedia	Miles Herman	6/18/2026
Axolotls! Thinks a lotl says cheese	CW Estes	6/18/2026
Axolotls! Hugs a Lotl Can't show the love	CW Estes	6/18/2026
Axolotls! Cheers A lotl blows up	CW Estes	6/18/2026
Axolotls! Snacks A lotl gets the hungries	CW Estes	6/18/2026
Charlotte FC	Jessica Coupe	6/18/2026
NASHVILLE SC	Katie Gillespie	6/18/2026
CF Montreal	Katie Gillespie	6/18/2026
DC United	Sierra Wilson	6/18/2026
FC Cincinnati	Sierra Wilson	6/18/2026
Houston Dynamo FC	Katie Gillespie	6/18/2026
Minnesota United FC	Katie Gillespie	6/18/2026
Construct 10 Radical Roller Coasters with STEM	Chelsey Luciow	6/18/2026
Build 10 Bold Bridges with STEM	Chelsey Luciow	6/18/2026
Create 10 Sensational Circuits with STEM	Chelsey Luciow	6/18/2026
Make 10 Marvelous Machines with STEM	Chelsey Luciow	6/18/2026
If you were a kid at the Declaration of Independence	Sonia Black	6/18/2026

Book Title	Author	 Date Entered
If you were a kid at Ellis Island	Joana Knufinke	6/18/2026
If you were a kid at the March on Washington	Josh Gregory	6/18/2026
If you were a kid at the signing of the constitution	Janel Rodriguez	6/18/2026
Animals Unexpected Swimmers	Claire Caprioli	6/18/2026
Animals Unexpected Flyers	Jay Leslie	6/18/2026
Animals Unexpected Talkers	Jay Leslie	6/18/2026
Animals Unexpected Players	Claire Caprioli	6/18/2026
The Spiffy Screw	Julie Murray	6/18/2026
The Wacky Wedge	Julie Murray	6/18/2026
Claude: The True Story of a W	Emma Bland Smith	6/18/2026
My Cat is Such a Weirdo Vol. 1	Tamako Tamagoyama	6/18/2026
My Cat is Such a Weirdo Vol 2	Tamako Tamagoyama	6/18/2026
My Cat is Such a Weirdo Vol 3	Tamako Tamagoyama	6/18/2026
My Cat is Such a Weirdo Vol 4	Tamako Tamagoyama	6/18/2026
Spy Cat (Pete the Cat Book 2)	Peg Kehret	6/18/2026
Terror at the Zoo	Peg Kehret	6/18/2026
Horror at the Haunted House	Peg Kehret	6/18/2026
Danger at the Fair	Peg Kehret	6/18/2026
The Stranger Next Door (Book	Peg Kehret	6/18/2026
Hello, I'm an Axolotl!	Hayley Rocco	6/18/2026

Book Title	Author	 Date Entered
Hello, I'm a Loris	Hayley Rocco	6/18/2026
Hello I'm a Quokka	Hayley Rocco	6/18/2026
Hello, I'm a Toucan	Hayley Rocco	6/18/2026
Animezclados	Constaze v. Kitzing	6/18/2026
Por qué llora el oso	Malamud, Maria Luz	6/18/2026
Carnavalito del cienpies	Carmen Lavanchy	6/18/2026
Los osos no comparten	Lorna Scobie	6/18/2026
Los pollitos dicen	Teodora	6/18/2026
Canción de pescadoras	Gabriela Mistral	6/18/2026
Yo tenía 10 perritos	Paloma Valdivia	6/18/2026
Sobreruedas	Yael Frankel	6/18/2026
Todos a dormir	Yael Frankel	6/18/2026
Sueños en el jardín	Paulina Casas	6/18/2026
En la tela de una araña	Pilar Muñoz Lascano	6/18/2026
Arre arre caballito	Pilar Muñoz Lascano	6/18/2026
Rita y el dragón	Yael Frankel	6/18/2026
Menudos bichos	Estrella Ortiz	6/18/2026
Mary Poppins	Paulina Jara	6/18/2026
Don Gato	Gabriela Burin	6/18/2026
Pinocho	Estrella Ortiz	6/18/2026
El Mago de Oz	Paulina Jara	6/18/2026

Book Title	Author	 Date Entered
Peter Pan	Paulina Jara	6/18/2026
El canto de los zumbidos	Paulina Jara & Pupé	6/18/2026
¡Que llueva!	Ana María Pavez	6/18/2026
¿Lobo estás?	Bernardita Ojeda	6/18/2026
A dormir conejitos	Eugenia Roman	6/18/2026
Aire animal	Teodora	6/18/2026
¿Juguemos a saludarnos?	Luz Santa Maria	6/18/2026
¿Quién se esconde?	Cecilia Pisos & Maria Lavez	6/18/2026
Inseparables	Paula Villarreal Gil, Sandra C	6/18/2026
Nadando al cielo, volando al mar	Paula Villarreal Gil & Catalin	6/18/2026
Tan cerca	Eugenia Román , Luciana F	6/18/2026
Amigos de balcón	Patricia Fernández Biebera	6/18/2026
Con las letras	Yael Frankel	6/18/2026
El gigante egoista (amanuta)	Oscar Wilde	6/18/2026
La orquesta del cielo	Pilar Muñoz Lascano, Matia	6/18/2026
Mar Animal	Teodora	6/18/2026
Monstruos al revés	Agnese Baruzzi	6/18/2026
Pilla pandillas	Estrella Ortiz	6/18/2026
Ojos y miradas	Sixta Hernandez	6/18/2026
Un tesoro	Luciana Feito	6/18/2026

Book Title	Author
The Way of Kings	Brandon Sanderson
Words of Radiance	Brandon Sanderson
Oatbringer	Brandon Sanderson
Rythym Of War	Brandon Sanderson
Mistborn	Brandon Sanderson
The well of Ascension	Brandon Sanderson
The Hero of Ages	Brandon Sanderson
The Alloy of Law	Brandon Sanderson
Shadows of Self	Brandon Sanderson
The Bands of Mourning	Brandon Sanderson
The curious case of Benjamen Button :The Graphic Novel	S. Fitzgerald
Rocket Arm	Tim Green
Why I Let My Hair grow out	WOOD, MARYROSE
They call Her Regret	DESAMOURS, CHANNELLE
change of plans	Sarah Desssen
Rebel Fire	Lin, Ann Sei
The Other Side of Change	Maya Shankar
Yesteryear	Caro Claire Burke
Theo of Golden	Allen Levi
Future Forward	McPherson, Stephanie Sam
refugee: the Graphic Novel	Gratz
Project Hail Mary	Andy Weir
Freshman Year	Sarah Mai
Suzuki-Kun's Mindful Life	Fujimoto, Yuki
Glitch 1	Shima, Shin'ya
Glitch 2	Shima, Shin'ya
Tiny	Ben Newell
SAT MATH 2019	Rexa Nazari

Poker Wars	Phillip Guitar
Chess Openings for Beginners	Jessica Martin
How a King Plays	Oliver Boydell
I survived The CA Wildfires _-Graphic Novel	Georgia Ball
The Beginner's Guide to Photography	Chris Gatnum
World War II For Teens	Benjamin Mack Jackson
Money Skills For Teens	Fern Bow
The ultimate teen life skills teen kit	Derek Freeman
The Driving Book For Teens	Maureen Stiles
The ultimate Driving Book	Emma burne
Reading Isn't Optional	Jeanne Schopf
The Motley fool Investment Guide for Teens	David Gardner
Soccer Smarts for Teens	Andrew Latham
Then She Was Gone	Lisa Jewell
ITF+CompTIA IT	Mike Meyers
COMPTIA Fundamentals	Quentin Docter
The Whisper Man	Alex North
Soundtrack	Jason reynolds
CompTIA security+ SY0-401	Mike Meyers
West With Giraffes	Linda rutledge
You Killed Me First	John Mars
We Are All Guilty Here	Karin Slaughter
The Secrets We Hide	Karin Slaughter
The Last Contract of Isako	Fonda Lee
Faling Like Leaves	Misty Wilson
Falling Like Snow	Misty Wilson
The Lure of Wolves and Whispers	Connelly
Trust Fall	Lynn Painter
Catching Feelings	Emily Charlotte

[illegible]

Book Title	Author	Date Entered
Sisters in the Wind	Angeline Boulley	5/13/2026
The Kill Factor	Ben Oliver	5/13/2026
Death in the Jungle	Candace Fleming	5/13/2026
Skipshock	Caroline O'Donoghue	5/13/2026
Sherlock Homes. A Study in Scarlet Vol. 1	Crystal Chan	5/13/2026
Big Jim and the White Boy: an America Classic Reimagined	David Walker	5/13/2026
All the Noise at Once	DeAndra Davis	5/13/2026
Every Borrowed Beat	Erin Stewart	5/13/2026
This Thing of Ours	Frederick Joseph	5/13/2026
I Shall Never Fall in Love	Hari Conner	5/13/2026
Spacewalking with You Vol. 1	Inuhiko Doronoda	5/13/2026
Every Time You Hear That Song	Jenna Voris	5/13/2026
Better Than Revenge	Kasie West	5/13/2026
The Glass Girl	Kathleen Glasgow	5/13/2026
Everything I Promised You	Katy Upperman	5/13/2026
Rules for Camouflage	Kirstin Cronn-Mills	5/13/2026
Kirby's Lessons for Falling (in Love)	Laura Gao	5/13/2026
Heir of Storms	Lauren Hamilton Murray	5/13/2026
Under the Same Stars	Libba Bray	5/13/2026
Fake Skating	Lynn Painter	5/13/2026
A Curious Kind of Magic	Mara Rutherford	5/13/2026
Song of a Blackbird	Maria Van Lieshout	5/13/2026

Darkly: a Novel	Marisha Pessl	5/13/2026
We Could be Magic	Marissa Meyer	5/13/2026
Family Force V. Book One	Matthew Braly	5/13/2026
Girls Like Her	Melanie Sumrow	5/13/2026
Death in the Cards	Mia Manansala	5/13/2026
Almark Vol. 1	Noboru Yamada	5/13/2026
Silenced Voices: Reclaiming Memories from the Guatemalan Gen	Pablo Leon	5/13/2026
Dan in Green Gables: a Modern Reimagining of Anne of Green Ga	Rey Terciero	5/13/2026
Bingsu for Two	Sujin Witherspoon	5/13/2026
The Executioners Three	Susan Dennard	5/13/2026
Cope Field	T.L. Simpson	5/13/2026
Bless No. 1	Yukino Sonoyama	5/13/2026

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Column 1	Column 2
Link to 2025 Book List	

Board Agenda Item

Little Elm Independent School District

300 Lobo Lane

Little Elm, Texas 75068

Board Mtg. Date 8-17-2026	Reports of the Superintendent ☐	Action Item ☐	Consent Agenda ☒	Reports, Routine Monthly ☐	Other ☐
Subject:	Board Policy Updates - TASB Update 127				
Presenter or Contact Person:	Renee Pentecost, Director for Human Resource Services				
Policy/Code:	Numerous – see attached list.				
Strategic Plan Goal:	N/A				
Summary:	TASB’s Update 127 includes recommended (LOCAL) policy revisions to address numerous changes due to legislation passed by the 89th Regular Legislative Session. In addition to these changes, Update 127 includes (LEGAL) policies which were affected by legislative changes and amendments to state rules that are now in effect. For information regarding (LEGAL) changes, review the explanatory notes. (attachment)				
Financial Implications:	N/A				
Attachments:	Local Policy Overview for Update 127. (LOCAL) Policy Comparisons				

Recommendation:	The Administration recommends approval of Update 127 and all localized policies associated with it as submitted.
Motion:	I move the Board add, revise, or delete (LOCAL) policies as offered by TASB Policy Service for consideration and according to Update 127 as submitted.

(LOCAL) Policies Packet

For your convenience, this file contains *only* the local policies from your school district's TASB update packet.

What is in this packet?

- Instruction sheet for recommended (LOCAL) policies
- Explanatory Notes for recommended (LOCAL) policies
- Clean copies of recommended (LOCAL) policies
- Annotated (redlined) copies of recommended (LOCAL) policy changes

This is not the full update packet.

To retrieve your district's full update packet, log in to Policy Online® and visit My Policy Manual > Local Manual Updates > Numbered Updates.

What is in the full update packet?

The full update packet contains:

- A summary of the overall policy update
- (LEGAL) policies and (EXHIBIT) documents that describe the statutory framework in which your local policies must operate
- Instructions and Explanatory Notes for every policy change, not just the (LOCAL) policies
- Guidance on how to:
 - Present recommended policy changes to the board
 - Keep minutes
 - Notify TASB of board action
 - Maintain your historical record
 - Update your administrative regulations

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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.

Instruction Sheet

TASB Localized Policy Manual Update 127

Little Elm ISD

Code	Type	Action To Be Taken	Note
ATTN	(NOTE)	No policy enclosed	See explanatory note
BJCF	(LOCAL)	Replace policy	Revised policy
CAA	(LOCAL)	Replace policy	Revised policy
CFB	(LOCAL)	No policy enclosed	See explanatory note
DC	(LOCAL)	Replace policy	Revised policy
DH	(LOCAL)	Replace policy	Revised policy
DP	(LOCAL)	DELETE policy	See explanatory note
DPA	(LOCAL)	ADD policy	See explanatory note
DPB	(LOCAL)	ADD policy	See explanatory note
EHBB	(LOCAL)	Replace policy	Revised policy
FFF	(LOCAL)	Replace policy	Revised policy

Explanatory Notes

TASB Localized Policy Manual Update 127

Little Elm ISD

ATTN(NOTE)

GENERAL INFORMATION ABOUT THIS UPDATE

All changes to the legal framework provided in this update are currently effective unless otherwise indicated in the explanatory note for that code.

BJCF(LOCAL)

SUPERINTENDENT: NONRENEWAL

Recommended revisions to this local policy on nonrenewal of a superintendent align with language at DFBB(LOCAL) relating to accommodations of disability and the addition of two nonrenewal reasons included in Update 126 that were related to Senate Bill 12 from the 89th Legislature.

CAA(LOCAL)

FISCAL MANAGEMENT GOALS AND OBJECTIVES: FINANCIAL ETHICS

A cross-reference in the Note has been updated to reflect changes to the DH series of policies, which are described in more detail below.

CFB(LOCAL)

ACCOUNTING: INVENTORIES

As of July 1, 2025, [TEA](#) increased the capitalization threshold to \$10,000 to align with changes to the federal definition of equipment. The [Financial Accountability System Resource Guide](#) (FASRG) is in the process of being updated to reflect this change to rule 1.2.4.3 Capitalization of Assets.

Our records indicate that the district's capitalization threshold in CFB(LOCAL) is less than \$10,000. Districts may continue to use the lower threshold; however, if, after consultation with your auditor and other advisors, your district wishes to increase the threshold, please contact your policy consultant for assistance with updates.

DC(LOCAL)

EMPLOYMENT PRACTICES

The cross-reference at Employment Assistance Prohibited has been updated to reflect changes to the DH series of policies. Standard policy language at BJA(LOCAL) notes that the superintendent may delegate responsibilities to other employees of the district but shall remain accountable to the board for the performance of all duties, delegated or otherwise. For this reason, TASB recommends removing "or designee" from the Posting Vacancies section.

DH(LOCAL)

EMPLOYEE STANDARDS OF CONDUCT

The two cross-references to DH(EXHIBIT) have been revised to reflect changes to the DH series of policies, which are described in more detail below.

DP(LOCAL)

PERSONNEL POSITIONS

To accommodate the restructuring of the DP series due to the requirements specific to principals, this local policy is recommended for deletion. Materials regarding principal qualifications have been moved to a new code at DPA(LOCAL), and the language relating to school counselors has been moved to DPB(LOCAL).

DPA(LOCAL)

PERSONNEL POSITIONS: PRINCIPALS

This new code specifically related to principals now houses principal qualification language that was previously at DP(LOCAL). Minor revisions have been made to the text at Qualifications to align with the model job description provided by TASB HR Services. Any posting for a principal position would, at minimum, include the items provided in this list. Other qualifications may be included as provided by the last item in the list.

Explanatory Notes

TASB Localized Policy Manual Update 127

Little Elm ISD

DPB(LOCAL)

PERSONNEL POSITIONS: OTHER PERSONNEL POSITIONS

This new policy now houses text relating to school counselors that was previously at DP(LOCAL).

EHBB(LOCAL)

SPECIAL PROGRAMS: GIFTED AND TALENTED STUDENTS

Recommended changes at Identification Criteria are the result of amendments to 19 Administrative Code 89.1.

FFF(LOCAL)

STUDENT WELFARE: STUDENT SAFETY

The definition of misconduct has been amended to include provisions from Senate Bill 571 from the 89th Legislative Session. The misconduct definition has also been reformatted to improve readability.

Reasons

The Board's decision not to renew the Superintendent's contract shall not be based on the Superintendent's exercise of Constitutional rights or based unlawfully on race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law. Reasons for the nonrenewal of the Superintendent's contract shall be:

1. Deficiencies pointed out in evaluations, supplemental memoranda, or other communications.
2. Failure to fulfill duties or responsibilities.
3. Incompetency or inefficiency in the performance of duties.
4. Insubordination or failure to comply with Board directives.
5. Failure to comply with Board policies or administrative regulations.
6. Failure of the District to make measurable progress toward the goals stated in the District improvement plan. [See BQ]
7. Conducting personal business during school hours when it results in neglect of duties.
8. Drunkenness or excessive use of alcoholic beverages; or possession, use, or being under the influence of alcohol or alcoholic beverages while on District property, while working in the scope of the employee's duties, or while attending any school- or District-sponsored activity.
9. The illegal possession, use, manufacture, or distribution of a controlled substance, a drug, a dangerous drug, hallucinogens, or other substances regulated by state statutes.
10. Failure to meet the District's standards of professional conduct.
11. Failure to report to the Board any arrest, indictment, conviction, no contest or guilty plea, or other adjudication for any felony, any crime involving moral turpitude, or other offense listed at DH(LOCAL). [See DH]
12. Conviction of or deferred adjudication for any felony, any crime involving moral turpitude, or other offense listed at DH(LOCAL); or conviction of a lesser included offense pursuant to a plea when the original charged offense is a felony. [See DH]
13. Failure to comply with reasonable District requirements regarding advanced coursework or professional improvement and growth.

SUPERINTENDENT
NONRENEWAL

BJCF
(LOCAL)

14. Disability, not otherwise protected by law, that prevents the Superintendent from performing the essential functions of the job, with or without reasonable accommodation.
15. Any activity, school-connected or otherwise, that, because of publicity given it or knowledge of it among students, faculty, or the community, impairs or diminishes the Superintendent's effectiveness in the District.
16. Any breach by the Superintendent of an employment contract or any reason specified in the Superintendent's employment contract.
17. Failure to maintain an effective working relationship, or maintain good rapport, with parents, the community, staff, or the Board.
18. Behavior that presents a danger of physical harm to a student or other individuals.
19. Assault on a person on District property or at a school-related function, or on an employee, student, or student's parent regardless of time or place.
20. Use of profanity in the course of performing any duties of employment, whether on or off District premises, in the presence of students, staff, or members of the public, if reasonably characterized as unprofessional.
21. Falsification of records or other documents related to the District's activities.
22. Falsification or omission of required information on an employment application.
23. Misrepresentation of facts to the Board or other District officials in the conduct of District business.
24. Failure to fulfill or maintain requirements for Superintendent certification, unless granted a waiver by the commissioner of education.
25. Any attempt to encourage or coerce a child to withhold information from the child's parent or from other District personnel.
26. Any reason that makes the employment relationship void or voidable, such as a violation of federal, state, or local law.
27. Engaging in or assigning to another individual, whether intentionally or knowingly, an instruction, guidance, activities, or programming prohibited by law. [See EMB]

SUPERINTENDENT
NONRENEWAL

BJCF
(LOCAL)

28. Engaging in or assigning to another individual, whether intentionally or knowingly, diversity, equity, and inclusion duties prohibited by law.
29. Any reason constituting good cause for terminating the contract during its term.

**Notice of Proposed
Nonrenewal**

If the Board determines that the Superintendent's contract should be considered for nonrenewal, the Board shall deliver to the Superintendent written notice of the proposed nonrenewal in accordance with law.

Request for Hearing

If the Superintendent desires a hearing after receiving notice of the proposed nonrenewal, the Superintendent shall notify the Board in writing not later than the 15th day after receiving the notice. When the Board receives a timely request for a hearing on proposed nonrenewal, the hearing shall be held not later than the 15th day after receipt of the request, unless the parties mutually agree to a delay. The Superintendent shall be given notice of the hearing date as soon as it is set.

Hearing Procedure

Unless the Superintendent requests that the hearing be open, the hearing shall be conducted in closed meeting with only the members of the Board, the Superintendent, their chosen representatives, and such witnesses as may be called in attendance. Witnesses may be excluded from the hearing until called to present evidence. The Superintendent and the Board may each be represented by a person designated in writing to act for them. Notice, at least five days in advance of the hearing, shall be given by each party intending to be represented, including the name of the representative. Failure to give such notice may result in postponement of the hearing.

The conduct of the hearing shall be under the presiding officer's control and shall generally follow the steps listed below:

1. After consultation with the parties, the presiding officer shall impose reasonable time limits for presentation of evidence and closing arguments.
2. The hearing shall begin with the Board's presentation, supported by such proof as it desires to offer.
3. The Superintendent may cross-examine any witnesses for the Board.
4. The Superintendent may then present such testimonial or documentary proofs, as desired, to offer in rebuttal or in general support of the contention that the contract be renewed.

SUPERINTENDENT
NONRENEWAL

BJCF
(LOCAL)

5. The Board may cross-examine any witnesses for the Superintendent and offer rebuttal to the testimony of the Superintendent's witnesses.
6. Closing arguments may be made by each party.

A record of the hearing shall be made so that a certified transcript can be prepared, if required.

Board Decision

The Board may consider only such evidence as is presented at the hearing. After all the evidence has been presented, if the Board determines that the reasons given in support of the recommendation to not renew the Superintendent's contract are lawful, supported by the evidence, and not arbitrary or capricious, it shall so notify the Superintendent by a written notice not later than the 15th day after the date on which the hearing is concluded. This notice shall also include the Board's decision on renewal, which decision shall be final.

No Hearing

If the Superintendent fails to request a hearing, the Board shall take the appropriate action and notify the Superintendent in writing of that action not later than the 30th day after the date the notice of proposed nonrenewal was sent.

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

All Trustees, employees, vendors, contractors, agents, consultants, volunteers, and any other parties who are involved in the District's financial transactions shall act with integrity and diligence in duties involving the District's fiscal resources.

Note: See the following policies and/or administrative regulations regarding conflicts of interest, ethics, and financial oversight:

- Code of ethics:
 - for Board members — BBF
 - for employees — DHA
- Financial conflicts of interest:
 - for public officials — BBFA
 - for all employees — DBD
 - for vendors — CHE
- Compliance with state and federal grant and award requirements: CB, CBB
- Financial conflicts and gifts and gratuities regarding federal funds: CB, CBB
- Systems for monitoring the District's investment program: CDA
- Budget planning and evaluation: CE
- Compliance with accounting regulations: CFC
- Activity fund management: CFD
- Criminal history record information for employees: DBAA, DC
- Disciplinary action for fraud by employees: DCD, DCE, and DF series

Fraud and Financial Impropriety

The District prohibits fraud and financial impropriety, as defined below, in the actions of its Trustees, employees, vendors, contractors, agents, consultants, volunteers, and others seeking or maintaining a business relationship with the District.

Definition

Fraud and financial impropriety shall include but not be limited to:

1. Forgery or unauthorized alteration of any document or account belonging to the District.
2. Forgery or unauthorized alteration of a check, bank draft, or any other financial document.

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

3. Misappropriation of funds, securities, supplies, or other District assets, including employee time.
4. Impropriety in the handling of money or reporting of District financial transactions.
5. Profiteering as a result of insider knowledge of District information or activities.
6. Unauthorized disclosure of confidential or proprietary information to outside parties.
7. Unauthorized disclosure of investment activities engaged in or contemplated by the District.
8. Accepting or seeking anything of material value from contractors, vendors, or other persons providing services or materials to the District, except as otherwise permitted by law or District policy. [See CB, DBD]
9. Inappropriately destroying, removing, or using records, furniture, fixtures, or equipment.
10. Failure to provide financial records required by federal, state, or local entities.
11. Failure to disclose conflicts of interest as required by law or District policy.
12. Any other dishonest act regarding the finances of the District.
13. Failure to comply with requirements imposed by law, the awarding agency, or a pass-through entity for state and federal awards.

**Financial Controls
and Oversight**

Each employee who supervises or prepares District financial reports or transactions shall set an example of honest and ethical behavior and shall actively monitor his or her area of responsibility for fraud and financial impropriety.

Fraud Prevention

The Superintendent shall maintain a system of internal controls to deter and monitor for fraud or financial impropriety in the District.

Reports

Any person who suspects fraud or financial impropriety in the District shall report the suspicions immediately to a person with authority to investigate the suspicions, including any supervisor, the Superintendent, the Board President, or local law enforcement.

Reports of suspected fraud or financial impropriety shall be treated as confidential to the extent permitted by law. Limited disclosure may be necessary to complete a full investigation or to comply with

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

	law. All employees involved in an investigation shall be advised to keep information about the investigation confidential.
<i>Protection from Retaliation</i>	Neither the Board nor any District employee shall unlawfully retaliate against a person who in good faith reports perceived fraud or financial impropriety. [See DG]
Fraud Investigations	In coordination with legal counsel and other internal or external departments or agencies, as appropriate, the Superintendent, Board President, or a designee shall promptly investigate reports of potential fraud or financial impropriety.
Response	If an investigation substantiates a report of fraud or financial impropriety, the Superintendent shall promptly inform the Board of the report, the investigation, and any responsive action taken or recommended by the administration. If an employee is found to have committed fraud or financial impropriety, the Superintendent shall take or recommend appropriate disciplinary action, which may include termination of employment. If a contractor or vendor is found to have committed fraud or financial impropriety, the District shall take appropriate action, which may include cancellation of the District's relationship with the contractor or vendor. When circumstances warrant, the Board, Superintendent, or a designee may refer matters to appropriate law enforcement or regulatory authorities. In cases involving monetary loss to the District, the District may seek to recover lost or misappropriated funds. The final disposition of the matter and any decision to file a criminal complaint or to refer the matter to the appropriate law enforcement or regulatory agency for independent investigation shall be made in consultation with legal counsel.
Federal Awards Disclosure	In connection with federal awards, the District shall promptly disclose in writing whenever the District has credible evidence of the commission of a violation of federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in federal law, including the Civil False Claims Act. This provision applies to any activities or subawards of a federal award. [See CBB]
Analysis of Fraud	After any investigation substantiates a report of fraud or financial impropriety, the Superintendent shall analyze conditions or factors that may have contributed to the fraudulent or improper activity. The Superintendent shall ensure that appropriate administrative procedures are developed and implemented to prevent future misconduct. These measures shall be presented to the Board for review.

EMPLOYMENT PRACTICES

DC
(LOCAL)

Personnel Duties	The Superintendent shall define the qualifications, duties, and responsibilities of all positions and shall ensure that job descriptions are current and accessible to employees and supervisors.
Posting Vacancies	The Superintendent shall establish guidelines for advertising employment opportunities and posting notices of vacancies. These guidelines shall advance the Board's commitment to equal opportunity employment and to recruiting well-qualified candidates. Current District employees may apply for any vacancy for which they have appropriate qualifications.
Applications	All applicants shall complete the application form supplied by the District. Information on applications shall be confirmed before a contract is offered for a contractual position and before hiring or as soon as possible thereafter for a noncontractual position. [For information related to the evaluation of criminal history records, see DBAA.]
Employment of Contractual Personnel	The Superintendent has sole authority to make recommendations to the Board regarding the selection of all positions above and including campus principal. The Board delegates to the Superintendent final authority to employ all contractual personnel below the level of campus principal. The Board retains final authority for employment of all positions above and including campus principal. [See DCA, DCB, DCC, and DCE as appropriate.]
Employment of Noncontractual Personnel	Note: For employment of a bus driver related to a Board member or the Superintendent, see DBE(LEGAL). The Board delegates to the Superintendent final authority to employ and dismiss noncontractual employees on an at-will basis. [See DCD]
Employment Assistance Prohibited	No District employee shall assist another employee of the District or of any school district in obtaining a new job if the employee knows, or has probable cause to believe, that the other employee engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative or personnel file does not violate this prohibition. [See CJ for prohibitions relating to contractors and agents and DHA(LEGAL) for the Educators' Code of Ethics.]

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Each District employee shall perform his or her duties in accordance with state and federal law, District policy, and ethical standards. The District holds all employees accountable to the Educators' Code of Ethics. [See DHA(LEGAL)]

Each District employee shall recognize and respect the rights of students, parents, other employees, and members of the community and shall work cooperatively with others to serve the best interests of the District.

An employee wishing to express concern, complaints, or criticism shall do so through appropriate channels. [See DGBA]

Violations of Standards of Conduct

Each employee shall comply with the standards of conduct set out in this policy and with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to his or her status as a District employee. Violation of any policies, regulations, or guidelines, including intentionally making a false claim, offering a false statement, or refusing to cooperate with a District investigation, may result in disciplinary action, including termination of employment. [See DCD, DCE, and DF series]

Weapons Prohibited

The District prohibits the use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on District property at all times.

Exceptions

No violation of this policy occurs when:

1. Use or possession of a firearm by a specific employee is authorized by Board action [see the CKE series];
2. A District employee who holds a handgun license in accordance with state law stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, provided the handgun or other firearm is not in plain view; or
3. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

Electronic Communication

Use with Students

A certified employee, licensed employee, or any other employee designated in writing by the Superintendent or a campus principal may use electronic communication, as this term is defined by law, with currently enrolled students only about matters within the scope of the employee's professional responsibilities.

Unless an exception has been made in accordance with the employee handbook or other administrative regulations, an employee

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

shall not use a personal electronic communication platform, application, or account to communicate with currently enrolled students.

Unless authorized above, all other employees are prohibited from using electronic communication directly with students who are currently enrolled in the District. The employee handbook or other administrative regulations shall further detail:

1. Exceptions for family and social relationships;
2. The circumstances under which an employee may use text messaging to communicate with individual students or student groups;
3. Hours of the day during which electronic communication is discouraged or prohibited; and
4. Other matters deemed appropriate by the Superintendent.

In accordance with ethical standards applicable to all District employees [see DHA(LEGAL)], an employee shall be prohibited from using electronic communications in a manner that constitutes prohibited harassment or abuse of a District student; adversely affects the student's learning, mental health, or safety; includes threats of violence against the student; reveals confidential information about the student; or constitutes an inappropriate communication with a student, as described in the Educators' Code of Ethics.

An employee shall have no expectation of privacy in electronic communications with students. Each employee shall comply with the District's requirements for records retention and destruction to the extent those requirements apply to electronic communication. [See CPC]

Personal Use	All employees shall be held to the same professional standards in their public use of electronic communication as for any other public conduct. If an employee's use of electronic communication violates state or federal law or District policy, or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.
Reporting Improper Communication	In accordance with administrative regulations, an employee shall notify his or her supervisor when a student engages in improper electronic communication with the employee.
Disclosing Personal Information	An employee shall not be required to disclose his or her personal email address or personal phone number to a student.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Prohibited Classroom Instruction or Activities	An employee is prohibited from intentionally or knowingly engaging in or assigning to another individual instruction, guidance, activities, or programming prohibited by law [see EMB].
Prohibited Diversity, Equity, and Inclusion Duties	An employee shall be subject to disciplinary action, including termination of employment, if the employee, intentionally or knowingly: • Engages in diversity, equity, and inclusion (DEI) duties. • Assigns to another individual DEI duties. [See BT(LEGAL)]
Social Transitioning	An employee shall be prohibited from assisting a District student with social transitioning, as the term is defined in law. This prohibition includes providing any information to a District student about social transitioning or guidelines intended to assist a District student with social transitioning.
Safety Requirements	Each employee shall adhere to District safety rules and regulations and shall report unsafe conditions or practices to the appropriate supervisor.
Harassment or Abuse	An employee shall not engage in prohibited harassment, including sexual harassment, of: 1. Other employees. [See DIA] 2. Students. [See FFH; see FFG regarding child abuse and neglect.] While acting in the course of employment, an employee shall not engage in prohibited harassment, including sexual harassment, of other persons, including Board members, vendors, contractors, volunteers, or parents. An employee shall report child abuse or neglect as required by law. [See FFG]
Relationships with Students	An employee shall not form romantic or other inappropriate social relationships with students. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. As required by law, the District shall notify the parent of a student with whom a District employee or person acting as a service provider for the District is alleged to have engaged in certain misconduct. [See FFF for parent notification requirements and DHB and DHC for reporting requirements.]

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

**Tobacco and
Nicotine Products
and E-Cigarettes**

An employee is prohibited from possessing or using any type of tobacco product, e-cigarette, or any other electronic vaporizing device while on school property, in a District vehicle, or while attending an off-campus school-related activity. An employee is also prohibited from possessing or using any type of nicotine product, including nicotine pouches, regardless of whether the product contains tobacco, while on District property, in a District vehicle, or while attending an off-campus school-related activity.

An employee's supervisor is authorized to approve an exception to this policy for a smoking cessation product.

**Alcohol and Drugs /
Notice of Drug-Free
Workplace**

As a condition of employment, an employee shall abide by the terms of the following drug-free workplace provisions. An employee shall notify the Superintendent in writing if the employee is convicted for a violation of a criminal drug statute occurring in the workplace in accordance with Arrests, Indictments, Convictions, and Other Adjudications, below.

An employee shall not manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances during working hours while on District property or at school-related activities during or outside of usual working hours:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Alcohol or any alcoholic beverage.
3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.
4. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

An employee need not be legally intoxicated to be considered "under the influence" of a controlled substance.

Exceptions

It shall not be considered a violation of this policy if the employee:

1. Manufactures, possesses, or dispenses a substance listed above as part of the employee's job responsibilities;
2. Uses or possesses a controlled substance or drug authorized by a licensed physician prescribed for the employee's personal use; or

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

3. Possesses a controlled substance or drug that a licensed physician has prescribed for the employee's child or other individual for whom the employee is a legal guardian.

Sanctions

An employee who violates these drug-free workplace provisions shall be subject to disciplinary sanctions. Sanctions may include:

1. Referral to drug and alcohol counseling or rehabilitation programs;
2. Referral to employee assistance programs;
3. Termination from employment with the District; and
4. Referral to appropriate law enforcement officials for prosecution.

Notice

Employees shall receive a copy of this policy.

**Arrests, Indictments,
Convictions, and
Other Adjudications**

An employee shall notify his or her principal or immediate supervisor within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any felony, any offense involving moral turpitude, and any of the other offenses as indicated below:

1. Crimes involving school property or funds;
2. Crimes involving attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit that would entitle any person to hold or obtain a position as an educator;
3. Crimes that occur wholly or in part on school property or at a school-sponsored activity; or
4. Crimes involving moral turpitude, which include:
 - Dishonesty; fraud; deceit; theft; misrepresentation;
 - Deliberate violence;
 - Base, vile, or depraved acts that are intended to arouse or gratify the sexual desire of the actor;
 - Felony possession or conspiracy to possess, or any misdemeanor or felony transfer, sale, distribution, or conspiracy to transfer, sell, or distribute any controlled substance defined in Chapter 481 of the Health and Safety Code;
 - Felony driving while intoxicated (DWI); or
 - Acts constituting abuse or neglect under the Texas Family Code.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Dress and Grooming An employee's dress and grooming shall be clean, neat, in a manner appropriate for his or her assignment, and in accordance with any additional standards established by his or her supervisor and approved by the Superintendent.

PERSONNEL POSITIONS
PRINCIPALS

DPA
(LOCAL)

Qualifications

In addition to the minimal education and certification requirements established in the job description, a principal shall have at least:

1. Working knowledge of curriculum and instruction;
2. The ability to evaluate instructional program and teaching effectiveness;
3. The ability to manage budgets and personnel and to coordinate campus functions;
4. The ability to implement policy and procedures;
5. The ability to interpret data;
6. Strong communications, public relations, and interpersonal skills;
7. Prior experience in instructional leadership roles; and
8. Other qualifications deemed necessary by the Board and included in the job description.

PERSONNEL POSITIONS
OTHER PERSONNEL POSITIONS

DPB
(LOCAL)

School Counselors

In accordance with law, a school counselor shall spend 80 percent of the counselor's work time on duties that are components of a comprehensive school counseling program (CSCP). [See FFEA]

If the Board approves a determination by the administration that due to District or campus staffing needs or other reasons a school counselor is prevented from spending 80 percent of the counselor's work time on duties that are components of a CSCP, the Board shall direct the Superintendent to develop a revised job description for the school counselor that addresses the percentage of the school counselor's time that shall be spent on duties related to the components of a CSCP and the duties the school counselor is expected to perform in the remaining work time. The Superintendent shall report to the Board regarding adjustments to a school counselor's duties under this provision.

SPECIAL PROGRAMS
GIFTED AND TALENTED STUDENTS

EHBB
(LOCAL)

Referral	Students may be referred for the gifted and talented program at any time by teachers, school counselors, parents, or other interested persons.
Screening and Identification Process	The District shall provide assessment opportunities to complete the screening and identification process for referred students at least once per school year. The District shall schedule a gifted and talented program awareness session for parents that provides an overview of the identification procedures and services for the program prior to beginning the screening and identification process.
Parental Consent	The District shall obtain written parental consent before any special testing or individual assessment is conducted as part of the screening and identification process. All student information collected during the screening and identification process shall be an educational record, subject to the protections set out in policies at FL.
Selection	
Identification Criteria	The Board-approved program for the gifted and talented shall establish criteria to identify gifted and talented students. The criteria shall be specific to the state definition of gifted and talented and shall ensure the fair assessment of students with special needs, such as the culturally different, the economically disadvantaged, and students with disabilities.
<i>Assessments</i>	Data collected through both objective and subjective assessments shall be measured against the criteria approved by the Board to determine individual eligibility for the program. Assessment tools may include, but are not limited to, the following: achievement tests, intelligence tests, creativity tests, behavioral checklists completed by teachers and parents, student/parent conferences, and available student work products.
<i>Matrix or Threshold System</i>	If the selection process relies on a matrix or threshold system, the use of a scoring value based on race, ethnicity, sex, socioeconomic status, or disability shall be prohibited.
Placement Committee	A placement committee shall evaluate each referred student according to the established criteria and shall identify those students for whom placement in the gifted and talented program is the most appropriate educational setting. The committee shall be composed of at least three professional educators who have received training in the nature and needs and identification of gifted students, as required by law.
Notification	The District shall provide written notification to parents of students who qualify for services through the District's gifted and talented program. Participation in any program or services provided for

SPECIAL PROGRAMS
GIFTED AND TALENTED STUDENTS

EHBB
(LOCAL)

gifted students shall be voluntary, and the District shall obtain written permission from the parents before placing a student in a gifted and talented program.

Reassessment

If the District reassesses students in the gifted and talented program, the reassessment shall be based on a student's performance in response to services and shall occur no more than once in elementary grades, once in middle school grades, and once in high school grades.

Transfer Students

Interdistrict

When a student identified as gifted by a previous school district enrolls in the District, the placement committee shall review the student's records and conduct assessment procedures when necessary to determine if placement in the District's program for gifted and talented students is appropriate.

[See FDD(LEGAL) for information regarding transfer students and the Interstate Compact on Educational Opportunities for Military Children]

Intradistrict

A student who transfers from one campus in the District to the same grade level at another District campus shall continue to receive services in the District's gifted and talented program.

Furloughs

The District may place on a furlough any student who is unable to maintain satisfactory performance or whose educational needs are not being met within the structure of the gifted and talented program. A furlough may be initiated by the District, the parent, or the student.

In accordance with the Board-approved program, a furlough shall be granted for specified reasons and for a specified period of time. At the end of a furlough, the student may reenter the gifted and talented program, be placed on another furlough, or be exited from the program.

Exit Provisions

The District shall monitor student performance in response to gifted and talented program services. If at any time the placement committee or a parent determines the program is not meeting the student's educational needs, the committee shall meet with the parent and student before finalizing an exit decision.

Appeals

A parent, student, or educator may appeal any final decision of the placement committee regarding services in the gifted and talented program. Appeals shall be made first to the placement committee. Any subsequent appeals shall be made in accordance with FNG(LOCAL) beginning at Level Two.

Program Evaluation

The District shall annually evaluate the effectiveness of the District's gifted and talented program, and the results of the evaluation

SPECIAL PROGRAMS
GIFTED AND TALENTED STUDENTS

EHBB
(LOCAL)

shall be used to modify and update the District and campus improvement plans. The District shall include parents in the evaluation process and shall share the information with Board members, administrators, teachers, school counselors, students in the gifted and talented program, and the community.

Funding

The Superintendent shall develop administrative procedures to ensure that 100 percent of the state funds allocated for the gifted and talented program are spent providing for and enhancing the District's program and that a method accounting for expenditures related to the gifted and talented program is established and aligns with the Texas Education Agency's financial compliance guidance.

**Community
Awareness**

The District shall ensure that information about the District's gifted and talented program is available to parents and community members and that they have an opportunity to develop an understanding of and support for the program.

Note: See policies DHB and DHC for information on other required reports regarding alleged misconduct against a student.

The District shall notify a parent of a student with whom a District employee or a person acting as a service provider for the District is alleged to have engaged in misconduct, informing the parent:

1. As soon as feasible that the alleged misconduct may have occurred;
2. Whether the individual was terminated following an investigation of the alleged misconduct or resigned before completion of the investigation; and
3. Whether a report was submitted to the Texas Education Agency or State Board for Educator Certification concerning the alleged misconduct.

For purposes of this policy, misconduct is defined as an individual's:

1. Alleged abuse or commission of an otherwise unlawful act with a student;
2. Involvement in or soliciting a romantic relationship, or soliciting or engaging in sexual contact, with a student;
3. Engaging in inappropriate communications with a student; or
4. Failing to maintain appropriate boundaries with a student.

**Notice of Suspected
Criminal Offense**

Except as provided by state law regarding child abuse investigations, the District shall notify a parent not later than one business day after the date an employee first suspects that a criminal offense has been committed against the parent's child.

[See also FFG for reporting requirements related to child abuse and FFH for parental notification requirements regarding prohibited conduct as defined by that policy.]

(LOCAL) Policy Comparisons

These documents are generated by an automated process that compares the updated policy to the current policy as found in TASB records.

In this packet, you will find:

- Policies being recommended for revision (annotated)
- New policies (not annotated)
- Policies recommended for deletion (annotated in PDF; not shown in Word)

Annotations are shown as follows:

- Deletions are in a red strike-through font: ~~deleted text~~.
- Additions are in a blue font: new text.
- Blocks of text that were moved without changes are shown in green, with double underline and double strike-through formatting to distinguish the text's new placement from its original location: ~~moved text~~ becomes moved text.
- Revision bars appear in the right margin to show sections with changes.

Note: While the annotation software competently identifies simple changes, large or complicated changes — as in an extensive rewrite — may be more difficult to follow. In addition, TASB's recent changes to the policy templates to facilitate accessibility sometimes make formatting changes appear tracked, even though the text remains the same.

For further assistance in understanding policy changes, please refer to the explanatory notes in your Localized Policy Manual update packet or contact your policy consultant.

Contact us:

School Districts and Education Service Centers, call 800-580-7529 or email policy.service@tasb.org.

Community Colleges, call 800-580-1488 or email colleges@tasb.org.

Reasons

The Board's decision not to renew the Superintendent's contract shall not be based on the Superintendent's exercise of Constitutional rights or based unlawfully on race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law. Reasons for the nonrenewal of the Superintendent's contract shall be:

1. Deficiencies pointed out in evaluations, supplemental memoranda, or other communications.
2. Failure to fulfill duties or responsibilities.
3. Incompetency or inefficiency in the performance of duties.
4. Insubordination or failure to comply with Board directives.
5. Failure to comply with Board policies or administrative regulations.
6. Failure of the District to make measurable progress toward the goals stated in the District improvement plan. [See BQ]
7. Conducting personal business during school hours when it results in neglect of duties.
8. Drunkenness or excessive use of alcoholic beverages; or possession, use, or being under the influence of alcohol or alcoholic beverages while on District property, while working in the scope of the employee's duties, or while attending any school- or District-sponsored activity.
9. The illegal possession, use, manufacture, or distribution of a controlled substance, a drug, a dangerous drug, hallucinogens, or other substances regulated by state statutes.
10. Failure to meet the District's standards of professional conduct.
11. Failure to report to the Board any arrest, indictment, conviction, no contest or guilty plea, or other adjudication for any felony, any crime involving moral turpitude, or other offense listed at DH(LOCAL). [See DH]
12. Conviction of or deferred adjudication for any felony, any crime involving moral turpitude, or other offense listed at DH(LOCAL); or conviction of a lesser included offense pursuant to a plea when the original charged offense is a felony. [See DH]
13. Failure to comply with reasonable District requirements regarding advanced coursework or professional improvement and growth.

SUPERINTENDENT
NONRENEWAL

BJCF
(LOCAL)

14. Disability, not otherwise protected by law, that prevents the Superintendent from performing the essential functions of the job, [with or without reasonable accommodation](#).
15. Any activity, school-connected or otherwise, that, because of publicity given it or knowledge of it among students, faculty, or the community, impairs or diminishes the Superintendent's effectiveness in the District.
16. Any breach by the Superintendent of an employment contract or any reason specified in the Superintendent's employment contract.
17. Failure to maintain an effective working relationship, or maintain good rapport, with parents, the community, staff, or the Board.
18. Behavior that presents a danger of physical harm to a student or other individuals.
19. Assault on a person on District property or at a school-related function, or on an employee, student, or student's parent regardless of time or place.
20. Use of profanity in the course of performing any duties of employment, whether on or off District premises, in the presence of students, staff, or members of the public, if reasonably characterized as unprofessional.
21. Falsification of records or other documents related to the District's activities.
22. Falsification or omission of required information on an employment application.
23. Misrepresentation of facts to the Board or other District officials in the conduct of District business.
24. Failure to fulfill or maintain requirements for Superintendent certification, unless granted a waiver by the commissioner of education.
25. Any attempt to encourage or coerce a child to withhold information from the child's parent or from other District personnel.
26. Any reason that makes the employment relationship void or voidable, such as a violation of federal, state, or local law.
27. [Engaging in or assigning to another individual, whether intentionally or knowingly, an instruction, guidance, activities, or programming prohibited by law. \[See EMB\]](#)

SUPERINTENDENT
NONRENEWAL

BJCF
(LOCAL)

28. Engaging in or assigning to another individual, whether intentionally or knowingly, diversity, equity, and inclusion duties prohibited by law.

~~27-29.~~ Any reason constituting good cause for terminating the contract during its term.

**Notice of Proposed
Nonrenewal**

If the Board determines that the Superintendent's contract should be considered for nonrenewal, the Board shall deliver to the Superintendent written notice of the proposed nonrenewal in accordance with law.

Request for Hearing

If the Superintendent desires a hearing after receiving notice of the proposed nonrenewal, the Superintendent shall notify the Board in writing not later than the 15th day after receiving the notice. When the Board receives a timely request for a hearing on proposed nonrenewal, the hearing shall be held not later than the 15th day after receipt of the request, unless the parties mutually agree to a delay. The Superintendent shall be given notice of the hearing date as soon as it is set.

Hearing Procedure

Unless the Superintendent requests that the hearing be open, the hearing shall be conducted in closed meeting with only the members of the Board, the Superintendent, their chosen representatives, and such witnesses as may be called in attendance. Witnesses may be excluded from the hearing until called to present evidence. The Superintendent and the Board may each be represented by a person designated in writing to act for them. Notice, at least five days in advance of the hearing, shall be given by each party intending to be represented, including the name of the representative. Failure to give such notice may result in postponement of the hearing.

The conduct of the hearing shall be under the presiding officer's control and shall generally follow the steps listed below:

1. After consultation with the parties, the presiding officer shall impose reasonable time limits for presentation of evidence and closing arguments.
2. The hearing shall begin with the Board's presentation, supported by such proof as it desires to offer.
3. The Superintendent may cross-examine any witnesses for the Board.
4. The Superintendent may then present such testimonial or documentary proofs, as desired, to offer in rebuttal or in general support of the contention that the contract be renewed.

SUPERINTENDENT
NONRENEWAL

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5. The Board may cross-examine any witnesses for the Superintendent and offer rebuttal to the testimony of the Superintendent's witnesses.

6. Closing arguments may be made by each party.

A record of the hearing shall be made so that a certified transcript can be prepared, if required.

Board Decision

The Board may consider only such evidence as is presented at the hearing. After all the evidence has been presented, if the Board determines that the reasons given in support of the recommendation to not renew the Superintendent's contract are lawful, supported by the evidence, and not arbitrary or capricious, it shall so notify the Superintendent by a written notice not later than the 15th day after the date on which the hearing is concluded. This notice shall also include the Board's decision on renewal, which decision shall be final.

No Hearing

If the Superintendent fails to request a hearing, the Board shall take the appropriate action and notify the Superintendent in writing of that action not later than the 30th day after the date the notice of proposed nonrenewal was sent.

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

All Trustees, employees, vendors, contractors, agents, consultants, volunteers, and any other parties who are involved in the District's financial transactions shall act with integrity and diligence in duties involving the District's fiscal resources.

Note: See the following policies and/or administrative regulations regarding conflicts of interest, ethics, and financial oversight:

- Code of ethics:
 - for Board members — BBF
 - for employees — ~~DH~~DHA
- Financial conflicts of interest:
 - for public officials — BBFA
 - for all employees — DBD
 - for vendors — CHE
- Compliance with state and federal grant and award requirements: CB, CBB
- Financial conflicts and gifts and gratuities regarding federal funds: CB, CBB
- Systems for monitoring the District's investment program: CDA
- Budget planning and evaluation: CE
- Compliance with accounting regulations: CFC
- Activity fund management: CFD
- Criminal history record information for employees: DBAA, DC
- Disciplinary action for fraud by employees: DCD, DCE, and DF series

Fraud and Financial Impropriety

The District prohibits fraud and financial impropriety, as defined below, in the actions of its Trustees, employees, vendors, contractors, agents, consultants, volunteers, and others seeking or maintaining a business relationship with the District.

Definition

Fraud and financial impropriety shall include but not be limited to:

1. Forgery or unauthorized alteration of any document or account belonging to the District.
2. Forgery or unauthorized alteration of a check, bank draft, or any other financial document.

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

3. Misappropriation of funds, securities, supplies, or other District assets, including employee time.
4. Impropriety in the handling of money or reporting of District financial transactions.
5. Profiteering as a result of insider knowledge of District information or activities.
6. Unauthorized disclosure of confidential or proprietary information to outside parties.
7. Unauthorized disclosure of investment activities engaged in or contemplated by the District.
8. Accepting or seeking anything of material value from contractors, vendors, or other persons providing services or materials to the District, except as otherwise permitted by law or District policy. [See CB, DBD]
9. Inappropriately destroying, removing, or using records, furniture, fixtures, or equipment.
10. Failure to provide financial records required by federal, state, or local entities.
11. Failure to disclose conflicts of interest as required by law or District policy.
12. Any other dishonest act regarding the finances of the District.
13. Failure to comply with requirements imposed by law, the awarding agency, or a pass-through entity for state and federal awards.

**Financial Controls
and Oversight**

Each employee who supervises or prepares District financial reports or transactions shall set an example of honest and ethical behavior and shall actively monitor his or her area of responsibility for fraud and financial impropriety.

Fraud Prevention

The Superintendent shall maintain a system of internal controls to deter and monitor for fraud or financial impropriety in the District.

Reports

Any person who suspects fraud or financial impropriety in the District shall report the suspicions immediately to a person with authority to investigate the suspicions, including any supervisor, the Superintendent, the Board President, or local law enforcement.

Reports of suspected fraud or financial impropriety shall be treated as confidential to the extent permitted by law. Limited disclosure may be necessary to complete a full investigation or to comply with

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

	law. All employees involved in an investigation shall be advised to keep information about the investigation confidential.
<i>Protection from Retaliation</i>	Neither the Board nor any District employee shall unlawfully retaliate against a person who in good faith reports perceived fraud or financial impropriety. [See DG]
Fraud Investigations	In coordination with legal counsel and other internal or external departments or agencies, as appropriate, the Superintendent, Board President, or a designee shall promptly investigate reports of potential fraud or financial impropriety.
Response	If an investigation substantiates a report of fraud or financial impropriety, the Superintendent shall promptly inform the Board of the report, the investigation, and any responsive action taken or recommended by the administration. If an employee is found to have committed fraud or financial impropriety, the Superintendent shall take or recommend appropriate disciplinary action, which may include termination of employment. If a contractor or vendor is found to have committed fraud or financial impropriety, the District shall take appropriate action, which may include cancellation of the District's relationship with the contractor or vendor. When circumstances warrant, the Board, Superintendent, or a designee may refer matters to appropriate law enforcement or regulatory authorities. In cases involving monetary loss to the District, the District may seek to recover lost or misappropriated funds. The final disposition of the matter and any decision to file a criminal complaint or to refer the matter to the appropriate law enforcement or regulatory agency for independent investigation shall be made in consultation with legal counsel.
Federal Awards Disclosure	In connection with federal awards, the District shall promptly disclose in writing whenever the District has credible evidence of the commission of a violation of federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in federal law, including the Civil False Claims Act. This provision applies to any activities or subawards of a federal award. [See CBB]
Analysis of Fraud	After any investigation substantiates a report of fraud or financial impropriety, the Superintendent shall analyze conditions or factors that may have contributed to the fraudulent or improper activity. The Superintendent shall ensure that appropriate administrative procedures are developed and implemented to prevent future misconduct. These measures shall be presented to the Board for review.

EMPLOYMENT PRACTICES

DC
(LOCAL)

Personnel Duties	The Superintendent shall define the qualifications, duties, and responsibilities of all positions and shall ensure that job descriptions are current and accessible to employees and supervisors.
Posting Vacancies	The Superintendent ~~or designee~~ shall establish guidelines for advertising employment opportunities and posting notices of vacancies. These guidelines shall advance the Board's commitment to equal opportunity employment and to recruiting well-qualified candidates. Current District employees may apply for any vacancy for which they have appropriate qualifications.
Applications	All applicants shall complete the application form supplied by the District. Information on applications shall be confirmed before a contract is offered for a contractual position and before hiring or as soon as possible thereafter for a noncontractual position. [For information related to the evaluation of criminal history records, see DBAA.]
Employment of Contractual Personnel	The Superintendent has sole authority to make recommendations to the Board regarding the selection of all positions above and including campus principal. The Board delegates to the Superintendent final authority to employ all contractual personnel below the level of campus principal. The Board retains final authority for employment of all positions above and including campus principal. [See DCA, DCB, DCC, and DCE as appropriate.]
Employment of Noncontractual Personnel	Note: For employment of a bus driver related to a Board member or the Superintendent, see DBE(LEGAL). The Board delegates to the Superintendent final authority to employ and dismiss noncontractual employees on an at-will basis. [See DCD]
Employment Assistance Prohibited	No District employee shall assist another employee of the District or of any school district in obtaining a new job if the employee knows, or has probable cause to believe, that the other employee engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative or personnel file does not violate this prohibition. [See CJ for prohibitions relating to contractors and agents and ~~DH~~ (EXHIBIT DHA(LEGAL) for the Educators' Code of Ethics.]

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Each District employee shall perform his or her duties in accordance with state and federal law, District policy, and ethical standards. The District holds all employees accountable to the Educators' Code of Ethics. [See ~~DH~~(~~EXHIBIT~~DHA(~~LEGAL~~)]

Each District employee shall recognize and respect the rights of students, parents, other employees, and members of the community and shall work cooperatively with others to serve the best interests of the District.

An employee wishing to express concern, complaints, or criticism shall do so through appropriate channels. [See DGBA]

**Violations of
Standards of
Conduct**

Each employee shall comply with the standards of conduct set out in this policy and with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to his or her status as a District employee. Violation of any policies, regulations, or guidelines, including intentionally making a false claim, offering a false statement, or refusing to cooperate with a District investigation, may result in disciplinary action, including termination of employment. [See DCD, DCE, and DF series]

Weapons Prohibited

The District prohibits the use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on District property at all times.

Exceptions

No violation of this policy occurs when:

1. Use or possession of a firearm by a specific employee is authorized by Board action [see the CKE series];
2. A District employee who holds a handgun license in accordance with state law stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, provided the handgun or other firearm is not in plain view; or
3. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

**Electronic
Communication**

Use with Students

A certified employee, licensed employee, or any other employee designated in writing by the Superintendent or a campus principal may use electronic communication, as this term is defined by law, with currently enrolled students only about matters within the scope of the employee's professional responsibilities.

Unless an exception has been made in accordance with the employee handbook or other administrative regulations, an employee

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

shall not use a personal electronic communication platform, application, or account to communicate with currently enrolled students.

Unless authorized above, all other employees are prohibited from using electronic communication directly with students who are currently enrolled in the District. The employee handbook or other administrative regulations shall further detail:

1. Exceptions for family and social relationships;
2. The circumstances under which an employee may use text messaging to communicate with individual students or student groups;
3. Hours of the day during which electronic communication is discouraged or prohibited; and
4. Other matters deemed appropriate by the Superintendent.

In accordance with ethical standards applicable to all District employees [see ~~DH(EXHIBIT~~~~DHA~~(LEGAL))], an employee shall be prohibited from using electronic communications in a manner that constitutes prohibited harassment or abuse of a District student; adversely affects the student's learning, mental health, or safety; includes threats of violence against the student; reveals confidential information about the student; or constitutes an inappropriate communication with a student, as described in the Educators' Code of Ethics.

An employee shall have no expectation of privacy in electronic communications with students. Each employee shall comply with the District's requirements for records retention and destruction to the extent those requirements apply to electronic communication. [See CPC]

Personal Use	All employees shall be held to the same professional standards in their public use of electronic communication as for any other public conduct. If an employee's use of electronic communication violates state or federal law or District policy, or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.
Reporting Improper Communication	In accordance with administrative regulations, an employee shall notify his or her supervisor when a student engages in improper electronic communication with the employee.
Disclosing Personal Information	An employee shall not be required to disclose his or her personal email address or personal phone number to a student.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Prohibited Classroom Instruction or Activities	An employee is prohibited from intentionally or knowingly engaging in or assigning to another individual instruction, guidance, activities, or programming prohibited by law [see EMB].
Prohibited Diversity, Equity, and Inclusion Duties	An employee shall be subject to disciplinary action, including termination of employment, if the employee, intentionally or knowingly: • Engages in diversity, equity, and inclusion (DEI) duties. • Assigns to another individual DEI duties. [See BT(LEGAL)]
Social Transitioning	An employee shall be prohibited from assisting a District student with social transitioning, as the term is defined in law. This prohibition includes providing any information to a District student about social transitioning or guidelines intended to assist a District student with social transitioning.
Safety Requirements	Each employee shall adhere to District safety rules and regulations and shall report unsafe conditions or practices to the appropriate supervisor.
Harassment or Abuse	An employee shall not engage in prohibited harassment, including sexual harassment, of: 1. Other employees. [See DIA] 2. Students. [See FFH; see FFG regarding child abuse and neglect.] While acting in the course of employment, an employee shall not engage in prohibited harassment, including sexual harassment, of other persons, including Board members, vendors, contractors, volunteers, or parents. An employee shall report child abuse or neglect as required by law. [See FFG]
Relationships with Students	An employee shall not form romantic or other inappropriate social relationships with students. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. As required by law, the District shall notify the parent of a student with whom a District employee or person acting as a service provider for the District is alleged to have engaged in certain misconduct. [See FFF for parent notification requirements and DHB and DHC for reporting requirements.]

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

**Tobacco and
Nicotine Products
and E-Cigarettes**

An employee is prohibited from possessing or using any type of tobacco product, e-cigarette, or any other electronic vaporizing device while on school property, in a District vehicle, or while attending an off-campus school-related activity. An employee is also prohibited from possessing or using any type of nicotine product, including nicotine pouches, regardless of whether the product contains tobacco, while on District property, in a District vehicle, or while attending an off-campus school-related activity.

An employee's supervisor is authorized to approve an exception to this policy for a smoking cessation product.

**Alcohol and Drugs /
Notice of Drug-Free
Workplace**

As a condition of employment, an employee shall abide by the terms of the following drug-free workplace provisions. An employee shall notify the Superintendent in writing if the employee is convicted for a violation of a criminal drug statute occurring in the workplace in accordance with Arrests, Indictments, Convictions, and Other Adjudications, below.

An employee shall not manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances during working hours while on District property or at school-related activities during or outside of usual working hours:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Alcohol or any alcoholic beverage.
3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.
4. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

An employee need not be legally intoxicated to be considered "under the influence" of a controlled substance.

Exceptions

It shall not be considered a violation of this policy if the employee:

1. Manufactures, possesses, or dispenses a substance listed above as part of the employee's job responsibilities;
2. Uses or possesses a controlled substance or drug authorized by a licensed physician prescribed for the employee's personal use; or

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

3. Possesses a controlled substance or drug that a licensed physician has prescribed for the employee's child or other individual for whom the employee is a legal guardian.

Sanctions

An employee who violates these drug-free workplace provisions shall be subject to disciplinary sanctions. Sanctions may include:

1. Referral to drug and alcohol counseling or rehabilitation programs;
2. Referral to employee assistance programs;
3. Termination from employment with the District; and
4. Referral to appropriate law enforcement officials for prosecution.

Notice

Employees shall receive a copy of this policy.

**Arrests, Indictments,
Convictions, and
Other Adjudications**

An employee shall notify his or her principal or immediate supervisor within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any felony, any offense involving moral turpitude, and any of the other offenses as indicated below:

1. Crimes involving school property or funds;
2. Crimes involving attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit that would entitle any person to hold or obtain a position as an educator;
3. Crimes that occur wholly or in part on school property or at a school-sponsored activity; or
4. Crimes involving moral turpitude, which include:
 - Dishonesty; fraud; deceit; theft; misrepresentation;
 - Deliberate violence;
 - Base, vile, or depraved acts that are intended to arouse or gratify the sexual desire of the actor;
 - Felony possession or conspiracy to possess, or any misdemeanor or felony transfer, sale, distribution, or conspiracy to transfer, sell, or distribute any controlled substance defined in Chapter 481 of the Health and Safety Code;
 - Felony driving while intoxicated (DWI); or
 - Acts constituting abuse or neglect under the Texas Family Code.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Dress and Grooming An employee's dress and grooming shall be clean, neat, in a manner appropriate for his or her assignment, and in accordance with any additional standards established by his or her supervisor and approved by the Superintendent.

PERSONNEL POSITIONS

DP
(LOCAL)

**Principal
Qualifications**

In addition to the minimal certification requirement, a principal shall have at least:

1. Working knowledge of curriculum and instruction;
2. The ability to evaluate instructional program and teaching effectiveness;
3. The ability to manage budgets and personnel and to coordinate campus functions;
4. The ability to explain policy, procedures, and data;
5. Strong communications, public relations, and interpersonal skills;
6. Prior experience in instructional leadership roles; and
7. Other qualifications deemed necessary by the Board and included in the job description.

School Counselors

In accordance with law, a school counselor shall spend 80 percent of the counselor's work time on duties that are components of a comprehensive school counseling program (CSCP). [See FFEA]

If the Board approves a determination by the administration that due to District or campus staffing needs or other reasons a school counselor is prevented from spending 80 percent of the counselor's work time on duties that are components of a CSCP, the Board shall direct the Superintendent to develop a revised job description for the school counselor that addresses the percentage of the school counselor's time that shall be spent on duties related to the components of a CSCP and the duties the school counselor is expected to perform in the remaining work time. The Superintendent shall report to the Board regarding adjustments to a school counselor's duties under this provision.

PERSONNEL POSITIONS
PRINCIPALS

DPA
(LOCAL)

Qualifications

In addition to the minimal education and certification requirements established in the job description, a principal shall have at least:

1. Working knowledge of curriculum and instruction;
2. The ability to evaluate instructional program and teaching effectiveness;
3. The ability to manage budgets and personnel and to coordinate campus functions;
4. The ability to implement policy and procedures;
5. The ability to interpret data;
6. Strong communications, public relations, and interpersonal skills;
7. Prior experience in instructional leadership roles; and
8. Other qualifications deemed necessary by the Board and included in the job description.

PERSONNEL POSITIONS
OTHER PERSONNEL POSITIONS

DPB
(LOCAL)

School Counselors

In accordance with law, a school counselor shall spend 80 percent of the counselor's work time on duties that are components of a comprehensive school counseling program (CSCP). [See FFEA]

If the Board approves a determination by the administration that due to District or campus staffing needs or other reasons a school counselor is prevented from spending 80 percent of the counselor's work time on duties that are components of a CSCP, the Board shall direct the Superintendent to develop a revised job description for the school counselor that addresses the percentage of the school counselor's time that shall be spent on duties related to the components of a CSCP and the duties the school counselor is expected to perform in the remaining work time. The Superintendent shall report to the Board regarding adjustments to a school counselor's duties under this provision.

SPECIAL PROGRAMS
GIFTED AND TALENTED STUDENTS

EHBB
(LOCAL)

Referral

Students may be referred for the gifted and talented program at any time by teachers, school counselors, parents, or other interested persons.

Screening and
Identification
Process

The District shall provide assessment opportunities to complete the screening and identification process for referred students at least once per school year.

The District shall schedule a gifted and talented program awareness session for parents that provides an overview of the identification procedures and services for the program prior to beginning the screening and identification process.

Parental Consent

The District shall obtain written parental consent before any special testing or individual assessment is conducted as part of the screening and identification process. All student information collected during the screening and identification process shall be an educational record, subject to the protections set out in policies at FL.

Selection

Identification
Criteria

The Board-approved program for the gifted and talented shall establish criteria to identify gifted and talented students. The criteria shall be specific to the state definition of gifted and talented and shall ensure the fair assessment of students with special needs, such as the culturally different, the economically disadvantaged, and students with disabilities.

Assessments

Data collected through both objective and subjective assessments shall be measured against the criteria approved by the Board to determine individual eligibility for the program. Assessment tools may include, but are not limited to, the following: achievement tests, intelligence tests, creativity tests, behavioral checklists completed by teachers and parents, student/parent conferences, and available student work products.

*Selection Matrix
or Threshold
System*

If the selection process relies on a matrix or threshold system, the use of a scoring value based on race, ethnicity, sex, socioeconomic status, or disability shall be prohibited.

Placement
Committee

A placement committee shall evaluate each referred student according to the established criteria and shall identify those students for whom placement in the gifted and talented program is the most appropriate educational setting. The committee shall be composed of at least three professional educators who have received training in the nature and needs and identification of gifted students, as required by law.

Notification

The District shall provide written notification to parents of students who qualify for services through the District's gifted and talented program. Participation in any program or services provided for

SPECIAL PROGRAMS
GIFTED AND TALENTED STUDENTS

EHBB
(LOCAL)

gifted students shall be voluntary, and the District shall obtain written permission from the parents before placing a student in a gifted and talented program.

Reassessment

If the District reassesses students in the gifted and talented program, the reassessment shall be based on a student's performance in response to services and shall occur no more than once in elementary grades, once in middle school grades, and once in high school grades.

Transfer Students

Interdistrict

When a student identified as gifted by a previous school district enrolls in the District, the placement committee shall review the student's records and conduct assessment procedures when necessary to determine if placement in the District's program for gifted and talented students is appropriate.

[See FDD(LEGAL) for information regarding transfer students and the Interstate Compact on Educational Opportunities for Military Children]

Intradistrict

A student who transfers from one campus in the District to the same grade level at another District campus shall continue to receive services in the District's gifted and talented program.

Furloughs

The District may place on a furlough any student who is unable to maintain satisfactory performance or whose educational needs are not being met within the structure of the gifted and talented program. A furlough may be initiated by the District, the parent, or the student.

In accordance with the Board-approved program, a furlough shall be granted for specified reasons and for a specified period of time. At the end of a furlough, the student may reenter the gifted and talented program, be placed on another furlough, or be exited from the program.

Exit Provisions

The District shall monitor student performance in response to gifted and talented program services. If at any time the placement committee or a parent determines the program is not meeting the student's educational needs, the committee shall meet with the parent and student before finalizing an exit decision.

Appeals

A parent, student, or educator may appeal any final decision of the placement committee regarding services in the gifted and talented program. Appeals shall be made first to the placement committee. Any subsequent appeals shall be made in accordance with FNG(LOCAL) beginning at Level Two.

Program Evaluation

The District shall annually evaluate the effectiveness of the District's gifted and talented program, and the results of the evaluation

SPECIAL PROGRAMS
GIFTED AND TALENTED STUDENTS

EHBB
(LOCAL)

shall be used to modify and update the District and campus improvement plans. The District shall include parents in the evaluation process and shall share the information with Board members, administrators, teachers, school counselors, students in the gifted and talented program, and the community.

Funding

The Superintendent shall develop administrative procedures to ensure that 100 percent of the state funds allocated for the gifted and talented program are spent providing for and enhancing the District's program and that a method accounting for expenditures related to the gifted and talented program is established and aligns with the Texas Education Agency's financial compliance guidance.

**Community
Awareness**

The District shall ensure that information about the District's gifted and talented program is available to parents and community members and that they have an opportunity to develop an understanding of and support for the program.

Note: See policies DHB and DHC for information on other required reports regarding alleged misconduct against a student.

The District shall notify a parent of a student with whom a District employee or a person acting as a service provider for the District is alleged to have engaged in misconduct, informing the parent:

1. As soon as feasible that the alleged misconduct may have occurred;
2. Whether the individual was terminated following an investigation of the alleged misconduct or resigned before completion of the investigation; and
3. Whether a report was submitted to the Texas Education Agency or State Board for Educator Certification concerning the alleged misconduct.

For purposes of this policy, misconduct is defined as an individual's **alleged**:

1. **Alleged** abuse or commission of an otherwise unlawful act with a student ~~or involvement in~~;
2. **Involvement in or soliciting** a romantic relationship, or soliciting or engaging in sexual contact, **with a student**;
3. **Engaging in inappropriate communications with a student**; or
- ~~4.~~ **Failing to maintain appropriate boundaries** with a student.

Notice of Suspected Criminal Offense

Except as provided by state law regarding child abuse investigations, the District shall notify a parent not later than one business day after the date an employee first suspects that a criminal offense has been committed against the parent's child.

[See also FFG for reporting requirements related to child abuse and FFH for parental notification requirements regarding prohibited conduct as defined by that policy.]

(LOCAL) Policy Comparisons

These documents are generated by an automated process that compares the updated policy to the current policy as found in TASB records.

In this packet, you will find:

- Policies being recommended for revision (annotated)
- New policies (not annotated)
- Policies recommended for deletion (annotated in PDF; not shown in Word)

Annotations are shown as follows:

- Deletions are in a red strike-through font: ~~deleted text~~.
- Additions are in a blue font: new text.
- Blocks of text that were moved without changes are shown in green, with double underline and double strike-through formatting to distinguish the text's new placement from its original location: ~~moved text~~ becomes moved text.
- Revision bars appear in the right margin to show sections with changes.

Note: While the annotation software competently identifies simple changes, large or complicated changes — as in an extensive rewrite — may be more difficult to follow. In addition, TASB's recent changes to the policy templates to facilitate accessibility sometimes make formatting changes appear tracked, even though the text remains the same.

For further assistance in understanding policy changes, please refer to the explanatory notes in your Localized Policy Manual update packet or contact your policy consultant.

Contact us:

School Districts and Education Service Centers, call 800-580-7529 or email policy.service@tasb.org.

Community Colleges, call 800-580-1488 or email colleges@tasb.org.

Reasons

The Board's decision not to renew the Superintendent's contract shall not be based on the Superintendent's exercise of Constitutional rights or based unlawfully on race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law. Reasons for the nonrenewal of the Superintendent's contract shall be:

1. Deficiencies pointed out in evaluations, supplemental memoranda, or other communications.
2. Failure to fulfill duties or responsibilities.
3. Incompetency or inefficiency in the performance of duties.
4. Insubordination or failure to comply with Board directives.
5. Failure to comply with Board policies or administrative regulations.
6. Failure of the District to make measurable progress toward the goals stated in the District improvement plan. [See BQ]
7. Conducting personal business during school hours when it results in neglect of duties.
8. Drunkenness or excessive use of alcoholic beverages; or possession, use, or being under the influence of alcohol or alcoholic beverages while on District property, while working in the scope of the employee's duties, or while attending any school- or District-sponsored activity.
9. The illegal possession, use, manufacture, or distribution of a controlled substance, a drug, a dangerous drug, hallucinogens, or other substances regulated by state statutes.
10. Failure to meet the District's standards of professional conduct.
11. Failure to report to the Board any arrest, indictment, conviction, no contest or guilty plea, or other adjudication for any felony, any crime involving moral turpitude, or other offense listed at DH(LOCAL). [See DH]
12. Conviction of or deferred adjudication for any felony, any crime involving moral turpitude, or other offense listed at DH(LOCAL); or conviction of a lesser included offense pursuant to a plea when the original charged offense is a felony. [See DH]
13. Failure to comply with reasonable District requirements regarding advanced coursework or professional improvement and growth.

14. Disability, not otherwise protected by law, that prevents the Superintendent from performing the essential functions of the job, [with or without reasonable accommodation](#).
15. Any activity, school-connected or otherwise, that, because of publicity given it or knowledge of it among students, faculty, or the community, impairs or diminishes the Superintendent's effectiveness in the District.
16. Any breach by the Superintendent of an employment contract or any reason specified in the Superintendent's employment contract.
17. Failure to maintain an effective working relationship, or maintain good rapport, with parents, the community, staff, or the Board.
18. Behavior that presents a danger of physical harm to a student or other individuals.
19. Assault on a person on District property or at a school-related function, or on an employee, student, or student's parent regardless of time or place.
20. Use of profanity in the course of performing any duties of employment, whether on or off District premises, in the presence of students, staff, or members of the public, if reasonably characterized as unprofessional.
21. Falsification of records or other documents related to the District's activities.
22. Falsification or omission of required information on an employment application.
23. Misrepresentation of facts to the Board or other District officials in the conduct of District business.
24. Failure to fulfill or maintain requirements for Superintendent certification, unless granted a waiver by the commissioner of education.
25. Any attempt to encourage or coerce a child to withhold information from the child's parent or from other District personnel.
26. Any reason that makes the employment relationship void or voidable, such as a violation of federal, state, or local law.
27. [Engaging in or assigning to another individual, whether intentionally or knowingly, an instruction, guidance, activities, or programming prohibited by law. \[See EMB\]](#)

SUPERINTENDENT
NONRENEWAL

BJCF
(LOCAL)

28. Engaging in or assigning to another individual, whether intentionally or knowingly, diversity, equity, and inclusion duties prohibited by law.

~~27-29.~~ Any reason constituting good cause for terminating the contract during its term.

**Notice of Proposed
Nonrenewal**

If the Board determines that the Superintendent's contract should be considered for nonrenewal, the Board shall deliver to the Superintendent written notice of the proposed nonrenewal in accordance with law.

Request for Hearing

If the Superintendent desires a hearing after receiving notice of the proposed nonrenewal, the Superintendent shall notify the Board in writing not later than the 15th day after receiving the notice. When the Board receives a timely request for a hearing on proposed nonrenewal, the hearing shall be held not later than the 15th day after receipt of the request, unless the parties mutually agree to a delay. The Superintendent shall be given notice of the hearing date as soon as it is set.

Hearing Procedure

Unless the Superintendent requests that the hearing be open, the hearing shall be conducted in closed meeting with only the members of the Board, the Superintendent, their chosen representatives, and such witnesses as may be called in attendance. Witnesses may be excluded from the hearing until called to present evidence. The Superintendent and the Board may each be represented by a person designated in writing to act for them. Notice, at least five days in advance of the hearing, shall be given by each party intending to be represented, including the name of the representative. Failure to give such notice may result in postponement of the hearing.

The conduct of the hearing shall be under the presiding officer's control and shall generally follow the steps listed below:

1. After consultation with the parties, the presiding officer shall impose reasonable time limits for presentation of evidence and closing arguments.
2. The hearing shall begin with the Board's presentation, supported by such proof as it desires to offer.
3. The Superintendent may cross-examine any witnesses for the Board.
4. The Superintendent may then present such testimonial or documentary proofs, as desired, to offer in rebuttal or in general support of the contention that the contract be renewed.

SUPERINTENDENT
NONRENEWAL

BJCF
(LOCAL)

5. The Board may cross-examine any witnesses for the Superintendent and offer rebuttal to the testimony of the Superintendent's witnesses.

6. Closing arguments may be made by each party.

A record of the hearing shall be made so that a certified transcript can be prepared, if required.

Board Decision

The Board may consider only such evidence as is presented at the hearing. After all the evidence has been presented, if the Board determines that the reasons given in support of the recommendation to not renew the Superintendent's contract are lawful, supported by the evidence, and not arbitrary or capricious, it shall so notify the Superintendent by a written notice not later than the 15th day after the date on which the hearing is concluded. This notice shall also include the Board's decision on renewal, which decision shall be final.

No Hearing

If the Superintendent fails to request a hearing, the Board shall take the appropriate action and notify the Superintendent in writing of that action not later than the 30th day after the date the notice of proposed nonrenewal was sent.

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

All Trustees, employees, vendors, contractors, agents, consultants, volunteers, and any other parties who are involved in the District's financial transactions shall act with integrity and diligence in duties involving the District's fiscal resources.

Note: See the following policies and/or administrative regulations regarding conflicts of interest, ethics, and financial oversight:

- Code of ethics:
 - for Board members — BBF
 - for employees — ~~DH~~DHA
- Financial conflicts of interest:
 - for public officials — BBFA
 - for all employees — DBD
 - for vendors — CHE
- Compliance with state and federal grant and award requirements: CB, CBB
- Financial conflicts and gifts and gratuities regarding federal funds: CB, CBB
- Systems for monitoring the District's investment program: CDA
- Budget planning and evaluation: CE
- Compliance with accounting regulations: CFC
- Activity fund management: CFD
- Criminal history record information for employees: DBAA, DC
- Disciplinary action for fraud by employees: DCD, DCE, and DF series

Fraud and Financial Impropriety

The District prohibits fraud and financial impropriety, as defined below, in the actions of its Trustees, employees, vendors, contractors, agents, consultants, volunteers, and others seeking or maintaining a business relationship with the District.

Definition

Fraud and financial impropriety shall include but not be limited to:

1. Forgery or unauthorized alteration of any document or account belonging to the District.
2. Forgery or unauthorized alteration of a check, bank draft, or any other financial document.

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

3. Misappropriation of funds, securities, supplies, or other District assets, including employee time.
4. Impropriety in the handling of money or reporting of District financial transactions.
5. Profiteering as a result of insider knowledge of District information or activities.
6. Unauthorized disclosure of confidential or proprietary information to outside parties.
7. Unauthorized disclosure of investment activities engaged in or contemplated by the District.
8. Accepting or seeking anything of material value from contractors, vendors, or other persons providing services or materials to the District, except as otherwise permitted by law or District policy. [See CB, DBD]
9. Inappropriately destroying, removing, or using records, furniture, fixtures, or equipment.
10. Failure to provide financial records required by federal, state, or local entities.
11. Failure to disclose conflicts of interest as required by law or District policy.
12. Any other dishonest act regarding the finances of the District.
13. Failure to comply with requirements imposed by law, the awarding agency, or a pass-through entity for state and federal awards.

**Financial Controls
and Oversight**

Each employee who supervises or prepares District financial reports or transactions shall set an example of honest and ethical behavior and shall actively monitor his or her area of responsibility for fraud and financial impropriety.

Fraud Prevention

The Superintendent shall maintain a system of internal controls to deter and monitor for fraud or financial impropriety in the District.

Reports

Any person who suspects fraud or financial impropriety in the District shall report the suspicions immediately to a person with authority to investigate the suspicions, including any supervisor, the Superintendent, the Board President, or local law enforcement.

Reports of suspected fraud or financial impropriety shall be treated as confidential to the extent permitted by law. Limited disclosure may be necessary to complete a full investigation or to comply with

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

	law. All employees involved in an investigation shall be advised to keep information about the investigation confidential.
<i>Protection from Retaliation</i>	Neither the Board nor any District employee shall unlawfully retaliate against a person who in good faith reports perceived fraud or financial impropriety. [See DG]
Fraud Investigations	In coordination with legal counsel and other internal or external departments or agencies, as appropriate, the Superintendent, Board President, or a designee shall promptly investigate reports of potential fraud or financial impropriety.
Response	If an investigation substantiates a report of fraud or financial impropriety, the Superintendent shall promptly inform the Board of the report, the investigation, and any responsive action taken or recommended by the administration. If an employee is found to have committed fraud or financial impropriety, the Superintendent shall take or recommend appropriate disciplinary action, which may include termination of employment. If a contractor or vendor is found to have committed fraud or financial impropriety, the District shall take appropriate action, which may include cancellation of the District's relationship with the contractor or vendor. When circumstances warrant, the Board, Superintendent, or a designee may refer matters to appropriate law enforcement or regulatory authorities. In cases involving monetary loss to the District, the District may seek to recover lost or misappropriated funds. The final disposition of the matter and any decision to file a criminal complaint or to refer the matter to the appropriate law enforcement or regulatory agency for independent investigation shall be made in consultation with legal counsel.
Federal Awards Disclosure	In connection with federal awards, the District shall promptly disclose in writing whenever the District has credible evidence of the commission of a violation of federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in federal law, including the Civil False Claims Act. This provision applies to any activities or subawards of a federal award. [See CBB]
Analysis of Fraud	After any investigation substantiates a report of fraud or financial impropriety, the Superintendent shall analyze conditions or factors that may have contributed to the fraudulent or improper activity. The Superintendent shall ensure that appropriate administrative procedures are developed and implemented to prevent future misconduct. These measures shall be presented to the Board for review.

EMPLOYMENT PRACTICES

DC
(LOCAL)

Personnel Duties	The Superintendent shall define the qualifications, duties, and responsibilities of all positions and shall ensure that job descriptions are current and accessible to employees and supervisors.
Posting Vacancies	The Superintendent ~~or designee~~ shall establish guidelines for advertising employment opportunities and posting notices of vacancies. These guidelines shall advance the Board's commitment to equal opportunity employment and to recruiting well-qualified candidates. Current District employees may apply for any vacancy for which they have appropriate qualifications.
Applications	All applicants shall complete the application form supplied by the District. Information on applications shall be confirmed before a contract is offered for a contractual position and before hiring or as soon as possible thereafter for a noncontractual position. [For information related to the evaluation of criminal history records, see DBAA.]
Employment of Contractual Personnel	The Superintendent has sole authority to make recommendations to the Board regarding the selection of all positions above and including campus principal. The Board delegates to the Superintendent final authority to employ all contractual personnel below the level of campus principal. The Board retains final authority for employment of all positions above and including campus principal. [See DCA, DCB, DCC, and DCE as appropriate.]
Employment of Noncontractual Personnel	Note: For employment of a bus driver related to a Board member or the Superintendent, see DBE(LEGAL). The Board delegates to the Superintendent final authority to employ and dismiss noncontractual employees on an at-will basis. [See DCD]
Employment Assistance Prohibited	No District employee shall assist another employee of the District or of any school district in obtaining a new job if the employee knows, or has probable cause to believe, that the other employee engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative or personnel file does not violate this prohibition. [See CJ for prohibitions relating to contractors and agents and ~~DH~~ (EXHIBIT DHA(LEGAL) for the Educators' Code of Ethics.]

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Each District employee shall perform his or her duties in accordance with state and federal law, District policy, and ethical standards. The District holds all employees accountable to the Educators' Code of Ethics. [See ~~DH~~(~~EXHIBIT~~DHA(~~LEGAL~~))]

Each District employee shall recognize and respect the rights of students, parents, other employees, and members of the community and shall work cooperatively with others to serve the best interests of the District.

An employee wishing to express concern, complaints, or criticism shall do so through appropriate channels. [See DGBA]

**Violations of
Standards of
Conduct**

Each employee shall comply with the standards of conduct set out in this policy and with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to his or her status as a District employee. Violation of any policies, regulations, or guidelines, including intentionally making a false claim, offering a false statement, or refusing to cooperate with a District investigation, may result in disciplinary action, including termination of employment. [See DCD, DCE, and DF series]

Weapons Prohibited

The District prohibits the use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on District property at all times.

Exceptions

No violation of this policy occurs when:

1. Use or possession of a firearm by a specific employee is authorized by Board action [see the CKE series];
2. A District employee who holds a handgun license in accordance with state law stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, provided the handgun or other firearm is not in plain view; or
3. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

**Electronic
Communication**

Use with Students

A certified employee, licensed employee, or any other employee designated in writing by the Superintendent or a campus principal may use electronic communication, as this term is defined by law, with currently enrolled students only about matters within the scope of the employee's professional responsibilities.

Unless an exception has been made in accordance with the employee handbook or other administrative regulations, an employee

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

shall not use a personal electronic communication platform, application, or account to communicate with currently enrolled students.

Unless authorized above, all other employees are prohibited from using electronic communication directly with students who are currently enrolled in the District. The employee handbook or other administrative regulations shall further detail:

1. Exceptions for family and social relationships;
2. The circumstances under which an employee may use text messaging to communicate with individual students or student groups;
3. Hours of the day during which electronic communication is discouraged or prohibited; and
4. Other matters deemed appropriate by the Superintendent.

In accordance with ethical standards applicable to all District employees [see ~~DH(EXHIBIT~~~~DHA~~(LEGAL))], an employee shall be prohibited from using electronic communications in a manner that constitutes prohibited harassment or abuse of a District student; adversely affects the student's learning, mental health, or safety; includes threats of violence against the student; reveals confidential information about the student; or constitutes an inappropriate communication with a student, as described in the Educators' Code of Ethics.

An employee shall have no expectation of privacy in electronic communications with students. Each employee shall comply with the District's requirements for records retention and destruction to the extent those requirements apply to electronic communication. [See CPC]

Personal Use	All employees shall be held to the same professional standards in their public use of electronic communication as for any other public conduct. If an employee's use of electronic communication violates state or federal law or District policy, or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.
Reporting Improper Communication	In accordance with administrative regulations, an employee shall notify his or her supervisor when a student engages in improper electronic communication with the employee.
Disclosing Personal Information	An employee shall not be required to disclose his or her personal email address or personal phone number to a student.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Prohibited Classroom Instruction or Activities	An employee is prohibited from intentionally or knowingly engaging in or assigning to another individual instruction, guidance, activities, or programming prohibited by law [see EMB].
Prohibited Diversity, Equity, and Inclusion Duties	An employee shall be subject to disciplinary action, including termination of employment, if the employee, intentionally or knowingly: • Engages in diversity, equity, and inclusion (DEI) duties. • Assigns to another individual DEI duties. [See BT(LEGAL)]
Social Transitioning	An employee shall be prohibited from assisting a District student with social transitioning, as the term is defined in law. This prohibition includes providing any information to a District student about social transitioning or guidelines intended to assist a District student with social transitioning.
Safety Requirements	Each employee shall adhere to District safety rules and regulations and shall report unsafe conditions or practices to the appropriate supervisor.
Harassment or Abuse	An employee shall not engage in prohibited harassment, including sexual harassment, of: 1. Other employees. [See DIA] 2. Students. [See FFH; see FFG regarding child abuse and neglect.] While acting in the course of employment, an employee shall not engage in prohibited harassment, including sexual harassment, of other persons, including Board members, vendors, contractors, volunteers, or parents. An employee shall report child abuse or neglect as required by law. [See FFG]
Relationships with Students	An employee shall not form romantic or other inappropriate social relationships with students. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. As required by law, the District shall notify the parent of a student with whom a District employee or person acting as a service provider for the District is alleged to have engaged in certain misconduct. [See FFF for parent notification requirements and DHB and DHC for reporting requirements.]

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

**Tobacco and
Nicotine Products
and E-Cigarettes**

An employee is prohibited from possessing or using any type of tobacco product, e-cigarette, or any other electronic vaporizing device while on school property, in a District vehicle, or while attending an off-campus school-related activity. An employee is also prohibited from possessing or using any type of nicotine product, including nicotine pouches, regardless of whether the product contains tobacco, while on District property, in a District vehicle, or while attending an off-campus school-related activity.

An employee's supervisor is authorized to approve an exception to this policy for a smoking cessation product.

**Alcohol and Drugs /
Notice of Drug-Free
Workplace**

As a condition of employment, an employee shall abide by the terms of the following drug-free workplace provisions. An employee shall notify the Superintendent in writing if the employee is convicted for a violation of a criminal drug statute occurring in the workplace in accordance with Arrests, Indictments, Convictions, and Other Adjudications, below.

An employee shall not manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances during working hours while on District property or at school-related activities during or outside of usual working hours:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Alcohol or any alcoholic beverage.
3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.
4. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

An employee need not be legally intoxicated to be considered "under the influence" of a controlled substance.

Exceptions

It shall not be considered a violation of this policy if the employee:

1. Manufactures, possesses, or dispenses a substance listed above as part of the employee's job responsibilities;
2. Uses or possesses a controlled substance or drug authorized by a licensed physician prescribed for the employee's personal use; or

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

3. Possesses a controlled substance or drug that a licensed physician has prescribed for the employee's child or other individual for whom the employee is a legal guardian.

Sanctions

An employee who violates these drug-free workplace provisions shall be subject to disciplinary sanctions. Sanctions may include:

1. Referral to drug and alcohol counseling or rehabilitation programs;
2. Referral to employee assistance programs;
3. Termination from employment with the District; and
4. Referral to appropriate law enforcement officials for prosecution.

Notice

Employees shall receive a copy of this policy.

**Arrests, Indictments,
Convictions, and
Other Adjudications**

An employee shall notify his or her principal or immediate supervisor within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any felony, any offense involving moral turpitude, and any of the other offenses as indicated below:

1. Crimes involving school property or funds;
2. Crimes involving attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit that would entitle any person to hold or obtain a position as an educator;
3. Crimes that occur wholly or in part on school property or at a school-sponsored activity; or
4. Crimes involving moral turpitude, which include:
 - Dishonesty; fraud; deceit; theft; misrepresentation;
 - Deliberate violence;
 - Base, vile, or depraved acts that are intended to arouse or gratify the sexual desire of the actor;
 - Felony possession or conspiracy to possess, or any misdemeanor or felony transfer, sale, distribution, or conspiracy to transfer, sell, or distribute any controlled substance defined in Chapter 481 of the Health and Safety Code;
 - Felony driving while intoxicated (DWI); or
 - Acts constituting abuse or neglect under the Texas Family Code.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Dress and Grooming An employee's dress and grooming shall be clean, neat, in a manner appropriate for his or her assignment, and in accordance with any additional standards established by his or her supervisor and approved by the Superintendent.

PERSONNEL POSITIONS

DP
(LOCAL)

**Principal
Qualifications**

In addition to the minimal certification requirement, a principal shall have at least:

1. Working knowledge of curriculum and instruction;
2. The ability to evaluate instructional program and teaching effectiveness;
3. The ability to manage budgets and personnel and to coordinate campus functions;
4. The ability to explain policy, procedures, and data;
5. Strong communications, public relations, and interpersonal skills;
6. Prior experience in instructional leadership roles; and
7. Other qualifications deemed necessary by the Board and included in the job description.

School Counselors

In accordance with law, a school counselor shall spend 80 percent of the counselor's work time on duties that are components of a comprehensive school counseling program (CSCP). [See FFEA]

If the Board approves a determination by the administration that due to District or campus staffing needs or other reasons a school counselor is prevented from spending 80 percent of the counselor's work time on duties that are components of a CSCP, the Board shall direct the Superintendent to develop a revised job description for the school counselor that addresses the percentage of the school counselor's time that shall be spent on duties related to the components of a CSCP and the duties the school counselor is expected to perform in the remaining work time. The Superintendent shall report to the Board regarding adjustments to a school counselor's duties under this provision.

PERSONNEL POSITIONS
PRINCIPALS

DPA
(LOCAL)

Qualifications

In addition to the minimal education and certification requirements established in the job description, a principal shall have at least:

1. Working knowledge of curriculum and instruction;
2. The ability to evaluate instructional program and teaching effectiveness;
3. The ability to manage budgets and personnel and to coordinate campus functions;
4. The ability to implement policy and procedures;
5. The ability to interpret data;
6. Strong communications, public relations, and interpersonal skills;
7. Prior experience in instructional leadership roles; and
8. Other qualifications deemed necessary by the Board and included in the job description.

PERSONNEL POSITIONS
OTHER PERSONNEL POSITIONS

DPB
(LOCAL)

School Counselors

In accordance with law, a school counselor shall spend 80 percent of the counselor's work time on duties that are components of a comprehensive school counseling program (CSCP). [See FFEA]

If the Board approves a determination by the administration that due to District or campus staffing needs or other reasons a school counselor is prevented from spending 80 percent of the counselor's work time on duties that are components of a CSCP, the Board shall direct the Superintendent to develop a revised job description for the school counselor that addresses the percentage of the school counselor's time that shall be spent on duties related to the components of a CSCP and the duties the school counselor is expected to perform in the remaining work time. The Superintendent shall report to the Board regarding adjustments to a school counselor's duties under this provision.

SPECIAL PROGRAMS
GIFTED AND TALENTED STUDENTS

EHBB
(LOCAL)

Referral

Students may be referred for the gifted and talented program at any time by teachers, school counselors, parents, or other interested persons.

Screening and
Identification
Process

The District shall provide assessment opportunities to complete the screening and identification process for referred students at least once per school year.

The District shall schedule a gifted and talented program awareness session for parents that provides an overview of the identification procedures and services for the program prior to beginning the screening and identification process.

Parental Consent

The District shall obtain written parental consent before any special testing or individual assessment is conducted as part of the screening and identification process. All student information collected during the screening and identification process shall be an educational record, subject to the protections set out in policies at FL.

Selection

Identification
Criteria

The Board-approved program for the gifted and talented shall establish criteria to identify gifted and talented students. The criteria shall be specific to the state definition of gifted and talented and shall ensure the fair assessment of students with special needs, such as the culturally different, the economically disadvantaged, and students with disabilities.

Assessments

Data collected through both objective and subjective assessments shall be measured against the criteria approved by the Board to determine individual eligibility for the program. Assessment tools may include, but are not limited to, the following: achievement tests, intelligence tests, creativity tests, behavioral checklists completed by teachers and parents, student/parent conferences, and available student work products.

*Selection Matrix
or Threshold
System*

If the selection process relies on a matrix or threshold system, the use of a scoring value based on race, ethnicity, sex, socioeconomic status, or disability shall be prohibited.

Placement
Committee

A placement committee shall evaluate each referred student according to the established criteria and shall identify those students for whom placement in the gifted and talented program is the most appropriate educational setting. The committee shall be composed of at least three professional educators who have received training in the nature and needs and identification of gifted students, as required by law.

Notification

The District shall provide written notification to parents of students who qualify for services through the District's gifted and talented program. Participation in any program or services provided for

SPECIAL PROGRAMS
GIFTED AND TALENTED STUDENTS

EHBB
(LOCAL)

gifted students shall be voluntary, and the District shall obtain written permission from the parents before placing a student in a gifted and talented program.

Reassessment

If the District reassesses students in the gifted and talented program, the reassessment shall be based on a student's performance in response to services and shall occur no more than once in elementary grades, once in middle school grades, and once in high school grades.

Transfer Students

Interdistrict

When a student identified as gifted by a previous school district enrolls in the District, the placement committee shall review the student's records and conduct assessment procedures when necessary to determine if placement in the District's program for gifted and talented students is appropriate.

[See FDD(LEGAL) for information regarding transfer students and the Interstate Compact on Educational Opportunities for Military Children]

Intradistrict

A student who transfers from one campus in the District to the same grade level at another District campus shall continue to receive services in the District's gifted and talented program.

Furloughs

The District may place on a furlough any student who is unable to maintain satisfactory performance or whose educational needs are not being met within the structure of the gifted and talented program. A furlough may be initiated by the District, the parent, or the student.

In accordance with the Board-approved program, a furlough shall be granted for specified reasons and for a specified period of time. At the end of a furlough, the student may reenter the gifted and talented program, be placed on another furlough, or be exited from the program.

Exit Provisions

The District shall monitor student performance in response to gifted and talented program services. If at any time the placement committee or a parent determines the program is not meeting the student's educational needs, the committee shall meet with the parent and student before finalizing an exit decision.

Appeals

A parent, student, or educator may appeal any final decision of the placement committee regarding services in the gifted and talented program. Appeals shall be made first to the placement committee. Any subsequent appeals shall be made in accordance with FNG(LOCAL) beginning at Level Two.

Program Evaluation

The District shall annually evaluate the effectiveness of the District's gifted and talented program, and the results of the evaluation

SPECIAL PROGRAMS
GIFTED AND TALENTED STUDENTS

EHBB
(LOCAL)

shall be used to modify and update the District and campus improvement plans. The District shall include parents in the evaluation process and shall share the information with Board members, administrators, teachers, school counselors, students in the gifted and talented program, and the community.

Funding

The Superintendent shall develop administrative procedures to ensure that 100 percent of the state funds allocated for the gifted and talented program are spent providing for and enhancing the District's program and that a method accounting for expenditures related to the gifted and talented program is established and aligns with the Texas Education Agency's financial compliance guidance.

**Community
Awareness**

The District shall ensure that information about the District's gifted and talented program is available to parents and community members and that they have an opportunity to develop an understanding of and support for the program.

Note: See policies DHB and DHC for information on other required reports regarding alleged misconduct against a student.

The District shall notify a parent of a student with whom a District employee or a person acting as a service provider for the District is alleged to have engaged in misconduct, informing the parent:

1. As soon as feasible that the alleged misconduct may have occurred;
2. Whether the individual was terminated following an investigation of the alleged misconduct or resigned before completion of the investigation; and
3. Whether a report was submitted to the Texas Education Agency or State Board for Educator Certification concerning the alleged misconduct.

For purposes of this policy, misconduct is defined as an individual's **alleged:**

1. **Alleged** abuse or commission of an otherwise unlawful act with a student ~~or involvement in~~;
2. **Involvement in or soliciting** a romantic relationship, or soliciting or engaging in sexual contact, **with a student**;
3. **Engaging in inappropriate communications with a student**; or
- ~~4.~~ **Failing to maintain appropriate boundaries** with a student.

Notice of Suspected Criminal Offense

Except as provided by state law regarding child abuse investigations, the District shall notify a parent not later than one business day after the date an employee first suspects that a criminal offense has been committed against the parent's child.

[See also FFG for reporting requirements related to child abuse and FFH for parental notification requirements regarding prohibited conduct as defined by that policy.]

Board Agenda Item

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

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
08-17-2026	☐	☐	☒	☐	☐
Subject:	T-TESS APPRAISERS and APPRAISAL CALENDAR				
Presenter or Contact Person:	Renee Pentecost, Director for Human Resource Services				
Policy/Code:	DNB (LEGAL)				
Summary:	Approval of T-TESS Evaluation Appraisers and the 2026-2027 T-TESS Appraisal Calendar. The administrators submitted have been certified through the Texas Teacher Evaluation & Support System (T-TESS) to serve as appraisers for the 2026-2027 school year.				
Financial Implications:	N/A				
Attachments:	List of administrators certified through T-TESS and the 2026-2027 LEISD T-TESS Appraisal Calendar.				
Recommendation:	The Administration recommends approval of the T-TESS certified appraisers and the LEISD T-TESS Appraisal Calendar for the 2026-2027 school year, as submitted.				
Motion:	I move the Board approve the T-TESS certified appraisers and the LEISD T-TESS Appraisal Calendar for the 2026-2027 school year, as submitted.				

First Name	Last Name	Role	Campus	Cert Status	Cert Year
Jamey	Allen	School Administrator	Prestwick Elementary School	Certified	2026 - 2027
Tiffany	Brown	School Administrator	Walker Middle School	Certified	2026 - 2027
William	Bush	School Administrator	Strike Middle School	Certified	2026 - 2027
Mariza	Escamilla	Assistant School Administrator	Hackberry Elementary School	Certified	2026 - 2027
Michelle	Gentry	School Administrator	Little Elm High School	Certified	2026 - 2027
Chelcie	Guerra	School Administrator	Alternative Campus	Certified	2026 - 2027
Ronni	Hardin	Assistant School Administrator	Little Elm High School	Certified	2026 - 2027
Samuel	Heller	Assistant School Administrator	Little Elm High School	Certified	2026 - 2027
Kaleen	Hernandez	Assistant School Administrator	Glover Elementary School	Certified	2026 - 2027
Ernest	Higginbotham	School Administrator	Zellars Early Childhood Learning Center	Certified	2026 - 2027
Ashley	Holmes	School Administrator	Little Elm Elementary School	Certified	2026 - 2027
Kacy	Kupper	Assistant School Administrator	Zellars Early Childhood Learning Center	Certified	2026 - 2027
Karie	Kuster	School Administrator	Brent Elementary School	Certified	2026 - 2027
Anton	Maclin	Assistant School Administrator	Strike Middle School	Certified	2026 - 2027
Pamela	Maltsberger	Assistant School Administrator	Prestwick Elementary School	Certified	2026 - 2027
Elizabeth	Martinez	Assistant School Administrator	Brent Elementary School	Certified	2026 - 2027
Marina	Matus de Garcia	Assistant School Administrator	Strike Middle School	Certified	2026 - 2027
Cynthia	Mika	School Administrator	Hackberry Elementary School	Certified	2026 - 2027
Lindsay	Milnor	Assistant School Administrator	Walker Middle School	Certified	2026 - 2027
Dr. Gerald	Muhammad	Assistant School Administrator	Little Elm High School	Certified	2026 - 2027
Adrienne	Nwokolo	Assistant School Administrator	Little Elm High School	Certified	2026 - 2027
Renee	Pentecost	District Administrator	District Wide	Certified	2026 - 2027
Taddeus	Porter	Assistant School Administrator	Little Elm High School	Certified	2026 - 2027
Christopher	Reza	School Administrator	Little Elm Elementary School	Certified	2026 - 2027
Marnie	Richardson	Assistant School Administrator	Glover Elementary School	Certified	2026 - 2027
Watson	Robinson Jr.	Assistant School Administrator	Walker Middle School	Certified	2026 - 2027
Terilyn	Thomas-Monday	District Administrator	District Wide	Certified	2026 - 2027
Marcia	Torres	Assistant School Administrator	Lakewood Village Elementary School	Certified	2026 - 2027
Aston	Tubbs	Assistant School Administrator	Oak Point Elementary School	Certified	2026 - 2027
Audra	Vandiver	Assistant School Administrator	Little Elm High School	Certified	2026 - 2027
Kori	Werth	School Administrator	Lakewood Village Elementary School	Certified	2026 - 2027
Bernadette	White	School Administrator	Oak Point Elementary School	Certified	2026 - 2027

Board Agenda Item

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

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
08-17-2026	☐	☐	☒	☐	☐
Subject:	OFF-CAMPUS PHYSICAL EDUCATION SITES				
Presenter or Contact Person:	Dr. Penny Tramel, Assistant Superintendent for Curriculum and Learning				
Policy/Code:	FEB (LEGAL)				
Strategic Plan Goal:	We will engage each student in learning experiences that increase student growth and achievement.				
Summary:	The Off-Campus PE Sites, KJ Dance Academy and the Young Company (TYC), is submitted for Board approval. This site has been approved by the Superintendent and submitted to TEA as required. All sites current and requested must be submitted on the form to TEA.				
Financial Implications:	There is no financial impact to the budget.				
Attachments:	TEA Approval KJ Dance Academy The Young Company (TYC)				
Recommendation:	The Administration recommends the Board approve the Off-Campus PE Sites as submitted.				
Motion:	I move the Board approve the Off-Campus PE Sites as submitted.				

Off-campus Physical Activity Programs Approval Request

revised June 2018

Part 1:

Date of submission: 8-4-2026

Name of applying district or charter school: Little Elm ISD

County District Number: 061914

School year approval will become effective: 2026-2027

Contact person: Penny Tramel

Contact person's email address: ptramel@littleelmsd.net

Contact person's phone number: 972-9479340

Superintendent: Michael Lamb

Part 2:

Approval of the physical activity programs may be granted to school districts or charter schools by the commissioner of education under the following conditions.

The board of trustees of the local school district or charter school has approved a policy to use off-campus private or commercially-sponsored physical activity programs in either Category I, Category II, or both as a substitution for high school physical education courses in accordance with Texas Education Code (TEC), §28.025(b-10) and 19 Texas Administrative Code (TAC), Chapter 74, Subchapter B, Graduation Requirements.

Our district or charter school is applying for Category I only ☐ Category II only ☐
Categories I and II ☒

Category I: Olympic-level participation and/or competition must meet all of the criteria below.

Please indicate your district or charter school's compliance with an "x" in the box.

Category I Substitutions	Yes	No
Students are supervised a minimum of 15 hours per week with highly intensive professional training.	X	
The training facility, instructors, and the activities involved in the program are certified by the superintendent to be of exceptional quality.	X	
Program requires students to engage in moderate to vigorous physical activity.	X	
Students qualifying and participating at this level are dismissed from school no more than one class period per day.	X	
Students do not miss any class other than physical education.	X	

Indicate in the table below the Category I programs approved in your district or charter school. You may add rows as needed.

Entity Providing Service	Off-campus Program	Accountability/Evaluation Procedures
The Young Company (TYC)	Competitive Dance	ment and procedure for attendance and grades; verified authenticity of the program; Superin
Brookhaven Country Club	Golf	ment and procedure for attendance and grades; verified authenticity of the program; Superin
The Dallas Conservatory	Dance	ment and procedure for attendance and grades; verified authenticity of the program; Superin
Express Cheer	Cheer	ment and procedure for attendance and grades; verified authenticity of the program; Superin
KJ Dance	Dance	ment and procedure for attendance and grades; verified authenticity of the program; Superin
President Talons Martial Arts	Martial Arts	ment and procedure for attendance and grades; verified authenticity of the program; Superin
Prodigy Dance and Performing Arts Center	Competitive Dance	ment and procedure for attendance and grades; verified authenticity of the program; Superin

Category II: Private or commercially-sponsored physical activities that are not Olympic level but are certified by the superintendent to be of high quality must meet all of the criteria below.

Please indicate your district or charter school's compliance with an "x" in the box.

Category II Substitutions	Yes	No
Students are well supervised at least 5 hours per week by appropriately trained instructors.	X	
Programs are certified by the superintendent to be of high quality.	X	
Program requires students to engage in moderate to vigorous physical activity.	X	
Students who participate at this level are not dismissed from any part of the school day.	X	

Indicate in the table below the Category II programs approved in your district or charter school. You may add rows as needed.

Agency Providing Service	Off-campus Program	Accountability/Evaluation Procedures
The Young Company (TYC)	Competitive Dance	ment and procedure for grades and attendance; verified authenticity of the program; Superin
KJ Dance	Dance	ment and procedure for grades and attendance; verified authenticity of the program; Superin
Lake Tennis Academy	Tennis	ment and procedure for grades and attendance; verified authenticity of the program; Superin
Texas Ford Aquatics	Swimming	ment and procedure for grades and attendance; verified authenticity of the program; Superin

Off-campus Physical Activity Programs Approval Request

revised June 2018

Part 1:

Date of submission: August 3, 2026

Name of applying district or charter school: Little Elm ISD

County District Number: 061914

School year approval will become effective: 2026-2027

Contact person: Penny Tramel

Contact person's email address: ptramel@littleelmsd.net

Contact person's phone number: 972-947-9340

Superintendent: Michael Lamb

Part 2:

Approval of the physical activity programs may be granted to school districts or charter schools by the commissioner of education under the following conditions.

The board of trustees of the local school district or charter school has approved a policy to use off-campus private or commercially-sponsored physical activity programs in either Category I, Category II, or both as a substitution for high school physical education courses in accordance with Texas Education Code (TEC), §28.025(b-10) and 19 Texas Administrative Code (TAC), Chapter 74, Subchapter B, Graduation Requirements.

Our district or charter school is applying for Category I only ☐ Category II only ☐
Categories I and II ☒

Category I: Olympic-level participation and/or competition must meet all of the criteria below.

Please indicate your district or charter school's compliance with an "x" in the box.

Category I Substitutions	Yes	No
Students are supervised a minimum of 15 hours per week with highly intensive professional training.	X	
The training facility, instructors, and the activities involved in the program are certified by the superintendent to be of exceptional quality.	X	
Program requires students to engage in moderate to vigorous physical activity.	X	
Students qualifying and participating at this level are dismissed from school no more than one class period per day.	X	
Students do not miss any class other than physical education.	X	

Indicate in the table below the Category I programs approved in your district or charter school. You may add rows as needed.

Entity Providing Service	Off-campus Program	Accountability/Evaluation Procedures
Brookhaven Country Club	Golf	and procedure for attendance and grades; verified hours and authenticity of the program; Su
The Dallas Conservatory	Dance	and procedure for attendance and grades; verified hours and authenticity of the program; Su
Express Cheer	Cheer	and procedure for attendance and grades; verified hours and authenticity of the program; Su
KJ Dance	Dance	and procedure for attendance and grades; verified hours and authenticity of the program; Su
President Talons Martial Arts	Martial Arts	and procedure for attendance and grades; verified hours and authenticity of the program; Su
Prodigy Dance and Performing Arts Center	Competitive Dance	and procedure for attendance and grades; verified hours and authenticity of the program; Su

Category II: Private or commercially-sponsored physical activities that are not Olympic level but are certified by the superintendent to be of high quality must meet all of the criteria below.

Please indicate your district or charter school's compliance with an "x" in the box.

Category II Substitutions	Yes	No
Students are well supervised at least 5 hours per week by appropriately trained instructors.	X	
Programs are certified by the superintendent to be of high quality.	X	
Program requires students to engage in moderate to vigorous physical activity.	X	
Students who participate at this level are not dismissed from any part of the school day.	X	

Indicate in the table below the Category II programs approved in your district or charter school. You may add rows as needed.

Agency Providing Service	Off-campus Program	Accountability/Evaluation Procedures
KJ Dance	Dance	ent and procedure for attendance and grades; verified authenticity of the program; Super
Lakes Tennis Academy	Tennis	ent and procedure for attendance and grades; verified authenticity of the program; Super
Texas Ford Aquatics	Swimming	ent and procedure for attendance and grades; verified authenticity of the program; Super

Off-campus Physical Activity Programs Approval Request

revised June 2018

Part 1:

Date of submission: August 3, 2026
 Name of applying district or charter school: Little Elm ISD
 County District Number: 061914
 School year approval will become effective: 2026-2027
 Contact person: Penny Tramel
 Contact person's email address: ptramel@littleelmsd.net
 Contact person's phone number: 972-947-9340
 Superintendent: Michael Lamb

Part 2:

Approval of the physical activity programs may be granted to school districts or charter schools by the commissioner of education under the following conditions.

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Our district or charter school is applying for Category I only ☐ Category II only ☐
 Categories I and II ☒

Category I: Olympic-level participation and/or competition must meet all of the criteria below.

Please indicate your district or charter school's compliance with an "x" in the box.

Category I Substitutions	Yes	No
Students are supervised a minimum of 15 hours per week with highly intensive professional training.	X	
The training facility, instructors, and the activities involved in the program are certified by the superintendent to be of exceptional quality.	X	
Program requires students to engage in moderate to vigorous physical activity.	X	
Students qualifying and participating at this level are dismissed from school no more than one class period per day.	X	
Students do not miss any class other than physical education.	X	

Indicate in the table below the Category I programs approved in your district or charter school. You may add rows as needed.

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Prodigy Dance and Performing Arts Center	Competitive Dance	and procedure for attendance and grades; verified hours and authenticity of the program; Su

Category II: Private or commercially-sponsored physical activities that are not Olympic level but are certified by the superintendent to be of high quality must meet all of the criteria below.

Please indicate your district or charter school's compliance with an "x" in the box.

Category II Substitutions	Yes	No
Students are well supervised at least 5 hours per week by appropriately trained instructors.	X	
Programs are certified by the superintendent to be of high quality.	X	
Program requires students to engage in moderate to vigorous physical activity.	X	
Students who participate at this level are not dismissed from any part of the school day.	X	

Indicate in the table below the Category II programs approved in your district or charter school. You may add rows as needed.

Agency Providing Service	Off-campus Program	Accountability/Evaluation Procedures
KJ Dance	Dance	ent and procedure for attendance and grades; verified authenticity of the program; Super
Lakes Tennis Academy	Tennis	ent and procedure for attendance and grades; verified authenticity of the program; Super
Texas Ford Aquatics	Swimming	ent and procedure for attendance and grades; verified authenticity of the program; Super



August 4, 2026

Mr. Michael Lamb
Superintendent
Little Elm ISD
400 Lobo Lane
Little Elm, TX 75068

Dear Mr. Lamb:

This letter is to acknowledge receipt and approval of your request that the Little Elm Independent School District award physical education credit for off-campus, commercially-sponsored physical activities in Category I and/or Category II as allowed by 19 Texas Administrative Code, Chapter 74, Subchapter B, Graduation Requirements. Please note that by submitting the list of identified programs you have certified that each physical activity program meets all the criteria for either Category I or Category II (high school only). The Texas Education Agency does not have the authority to approve off-campus physical activity programs for middle school (Grades 6-8). This letter of approval applies to high school only. A copy of your approved application is attached.

Approval of your request has been placed on file at the Texas Education Agency and will apply for the 2026-2027, 2027-2028, and 2028-2029 school years. At the end of the three-year period, it will be necessary for you to submit a request for renewal. For additional information or assistance please feel free to call (512) 463-9581 or email barney.fudge@tea.texas.gov.

Sincerely,

Barney Fudge
Health and Physical Education Coordinator
Curriculum Standards and Student Support Division

Board Agenda Item

Little Elm Independent School District

400 Lobo Lane

Little Elm, Texas 75068

Board Mtg. Date 08-17-2026	Reports of the Superintendent ☐	Action Item ☐	Consent Agenda ☒	Reports, Routine Monthly ☐	Other ☐
Subject:	FINANCIAL REPORTS - JUNE 2026				
Presenter or Contact Person:	Jesse Wyse, Chief Financial Officer				
Policy/Code:	Board Legal Status Powers and Duties – BAA (LOCAL) Annual Operating Budget – CE (LOCAL)				
Strategic Plan Goal:	Ensuring Fiscal Health & Sustainability				
Summary:	Monthly financial reports are prepared by the Business Services Department.				
Financial Implications:	As this is a report only, there are no direct financial implications. Each month, financial reports are prepared detailing the status of the District’s budget as of the most recent accounting period. The following reports are included to provide financial transparency.				
Attachments:	Financial Reports Expenditures by Major Object (for Board Adopted Funds 199, 240, 511) Budget to Actuals (for Board Adopted Funds 199, 240, 511) Cash Flow Statement Cash Position Property Tax Collection Reports Capital Projects Reports Quarterly Investment Reports Quarterly Donations				

Recommendation: | The Administration recommends approval of the June 2026 Financial Reports as presented.

Motion: | I move that the Board approve the June 2026 Financial Reports as presented.

Financial Report

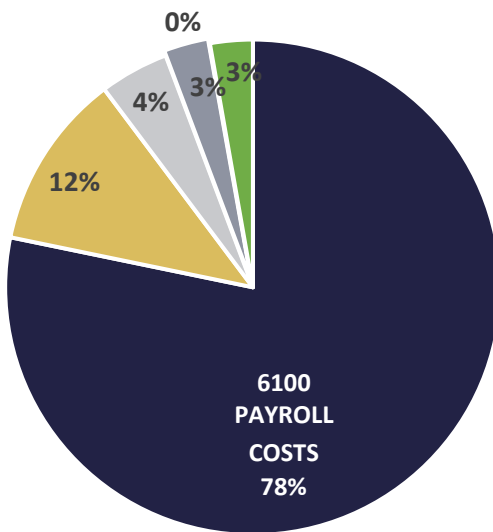
June

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

Revenue and Expenditures
By Major Object Code
Through Accounting Period: June 2026

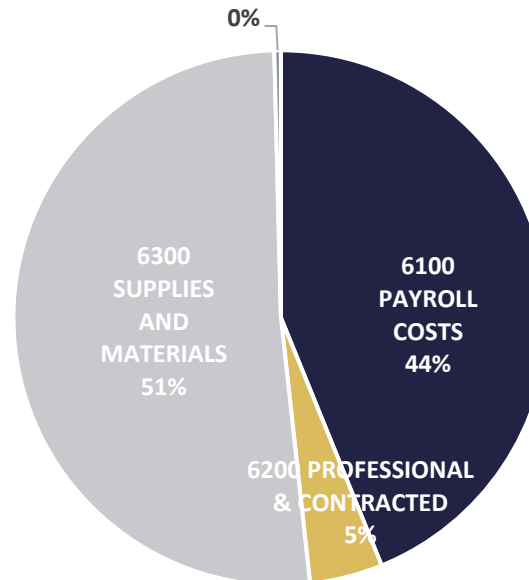


General Fund - 199



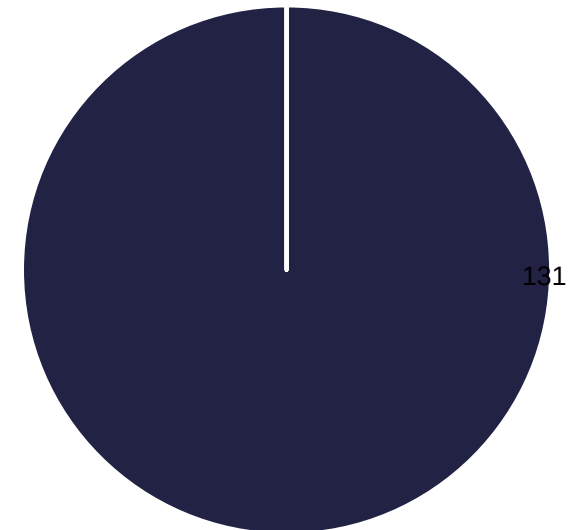
- 6100 PAYROLL COSTS
- 6200 PROFESSIONAL & CONTRACTED
- 6300 SUPPLIES AND MATERIALS
- 6400 OTHER OPERATING COSTS
- 6500 DEBT SERVICE
- 6600 CPTL OUTLY LAND BLDG & EQUIP

Child Nutrition - 240



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

DEBT SERVICE - 511

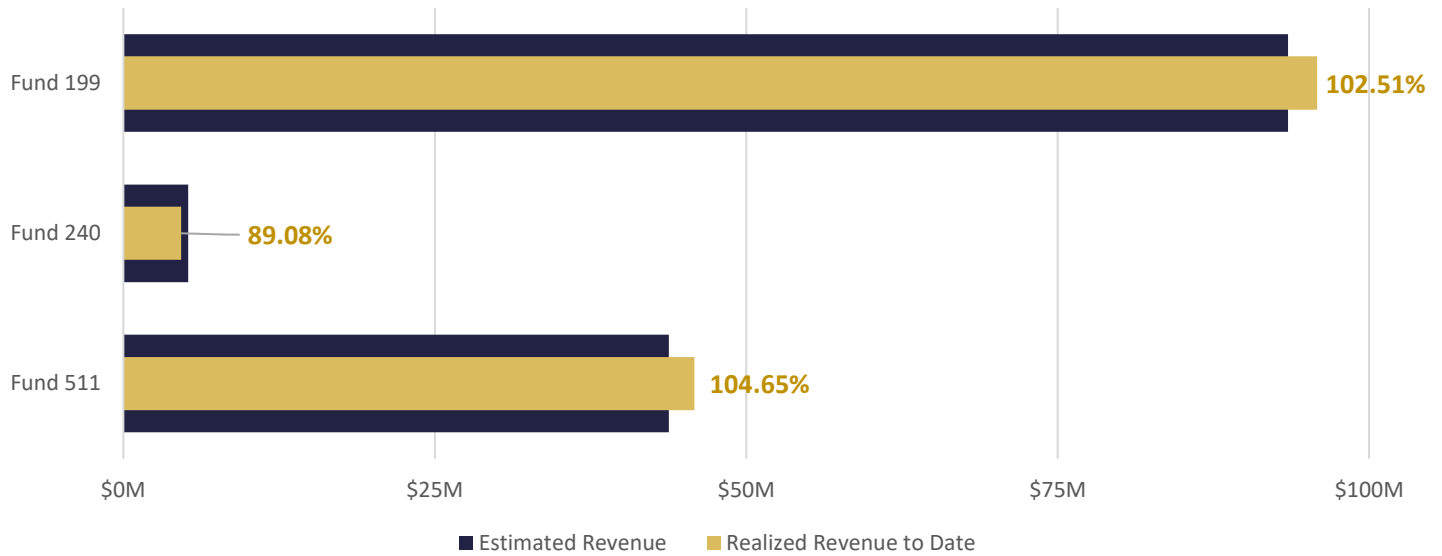


- 6500 DEBT SERVICE

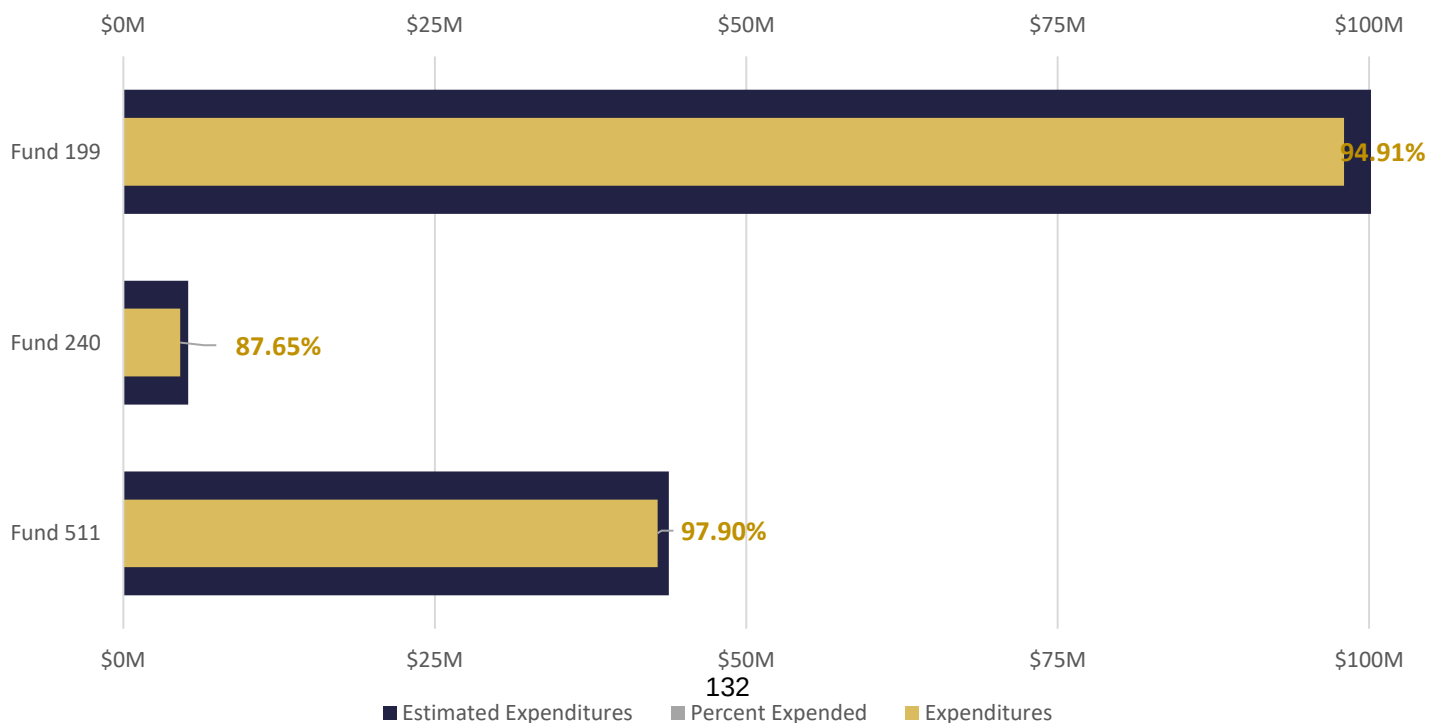
Budget to Actuals
Expenditures and Revenue
Through Accounting Period: June 2026



Revenue: Estimated vs. Realized



Expenditures: Estimated vs. Expended



Revenues and Expenditures by Major Object Code
 LITTLE ELM I.S.D
 Accounting Periods: 07 through 06
 ACTUALS FOR THE MONTH OF JUN 2026

Class/Major Object Code	Est Rev/Approp	Encumbrances	Real Rev/Exp	Balances
Fund Code 199 / 6 - GENERAL FUND				
6100 PAYROLL COSTS	-78,958,412.33	.00	76,667,511.25	-2,290,901.08
6200 PROFESSIONAL & CONTRACTED SVS	-12,884,304.00	.00	11,284,062.51	-1,600,241.49
6300 SUPPLIES AND MATERIALS	-4,986,058.67	.00	4,420,449.33	-565,609.34
6400 OTHER OPERATING COSTS	-3,311,597.00	.00	2,853,689.03	-457,907.97
6500 DEBT SERVICE	.00	.00	41,340.00	41,340.00
6600 CPTL OUTLY LAND BLDG & EQUIP	-3,107,844.00	.00	2,725,660.09	-382,183.91
Subtotals for Fund 199 / 6	-103,248,216.00	.00	97,992,712.21	-5,255,503.79
Fund Code 240 / 6 - NATL BREAKFAST/LUNCH PROGRAM				
6100 PAYROLL COSTS	-2,242,101.00	.00	1,999,758.33	-242,342.67
6200 PROFESSIONAL & CONTRACTED SVS	-242,000.00	1,440.00	200,940.36	-39,619.64
6300 SUPPLIES AND MATERIALS	-2,665,872.00	.00	2,341,484.35	-324,387.65
6400 OTHER OPERATING COSTS	-31,000.00	.00	18,104.47	-12,895.53
6600 CPTL OUTLY LAND BLDG & EQUIP	-21,716.00	.00	.00	-21,716.00
Subtotals for Fund 240 / 6	-5,202,689.00	1,440.00	4,560,287.51	-640,961.49
Fund Code 511 / 6 - DEBT SERVICE FUND				
6500 DEBT SERVICE	-43,794,750.00	.00	42,875,817.54	-918,932.46
Subtotals for Fund 511 / 6	-43,794,750.00	.00	42,875,817.54	-918,932.46
Grand Totals	-152,245,655.00	1,440.00	145,428,817.26	-6,815,397.74

End of Report

Revenues and Expenditures by Major Object Code
LITTLE ELM I.S.D
Accounting Periods: 07 through 06
ACTUALS FOR THE MONTH OF JUN 2026

Class/Major Object Code	Est Rev/Approp	Encumbrances	Real Rev/Exp	Balances
Fund Code 199 / 6 - GENERAL FUND				
5700 REVENUE-LOCAL AND INTERMEDIATE	59,560,979.00	.00	-60,680,663.01	-1,119,684.01
5800 STATE PROGRAM REVENUES	31,697,258.00	.00	-33,711,052.12	-2,013,794.12
5900 FEDERAL PROGRAM REVENUES	2,225,000.00	.00	-1,439,797.26	785,202.74
Subtotals for Fund 199 / 6	93,483,237.00	.00	-95,831,512.39	-2,348,275.39
Fund Code 240 / 6 - NATL BREAKFAST/LUNCH PROGRAM				
5700 REVENUE-LOCAL AND INTERMEDIATE	1,822,500.00	.00	-1,694,195.92	128,304.08
5800 STATE PROGRAM REVENUES	20,000.00	.00	-18,232.32	1,767.68
5900 FEDERAL PROGRAM REVENUES	3,360,189.00	.00	-2,919,640.81	440,548.19
Subtotals for Fund 240 / 6	5,202,689.00	.00	-4,632,069.05	570,619.95
Fund Code 511 / 6 - DEBT SERVICE FUND				
5700 REVENUE-LOCAL AND INTERMEDIATE	36,182,450.00	.00	-37,417,350.77	-1,234,900.77
5800 STATE PROGRAM REVENUES	7,612,300.00	.00	-8,413,809.00	-801,509.00
Subtotals for Fund 511 / 6	43,794,750.00	.00	-45,831,159.77	-2,036,409.77
Grand Totals	142,480,676.00	.00	-146,294,741.21	-3,814,065.21

End of Report

Little Elm Independent School District
General Operating Cash Flow Statement
FY 2025-2026

	July Actual	August Actual	September Actual	October Actual	November Actual	December Actual	January Actual	February Actual	March Actual	April Actual	May Actual	June Actual	TOTAL
<i>Beginning Cash Balance in Bank</i>	21,126,362.74	18,921,431.19	17,053,904.60	24,049,822.78	30,300,579.60	26,213,250.59	22,521,182.17	15,591,953.16	15,511,187.64	15,143,268.87	8,886,529.00	8,573,363.43	21,126,362.74
RECEIPTS													
Tax Collections	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-
Interest	22,083.49	17,067.58	18,626.41	28,078.77	32,591.32	26,722.54	17,193.34	9,448.95	10,507.52	11,481.49	11,850.22	11,333.91	216,985.54
Other Local Revenue	76,403.22	145,148.96	258,846.88	284,382.75	176,106.28	124,285.01	243,542.18	144,270.57	166,162.06	228,580.20	263,594.41	134,511.83	2,245,834.35
State Revenue - Available School	1,291.37	-	3,174.97	2,683.00	3,181.90	917.48	1,749.72	131,649.03	1,966.26	72,727.44	3,792.70	3,338.48	226,472.35
State Revenue - Foundation	315,108.00	1,034,806.00	315,595.00	315,595.00	315,818.00	315,595.00	-	-	-	314,104.00	314,104.00	313,165.00	3,553,890.00
State Revenue - Debt Service	-	-	10,203,222.00	7,635,771.00	-	2,982,964.00	-	-	311,122.00	299,180.00	-	0.00	21,432,259.00
State Revenue - Misc	-	-	-	-	-	8,232,547.00	-	-	-	-	-	0.00	8,232,547.00
SHARS Receipts	-	-	-	-	111,878.18	1,000.00	-	-	-	538,029.90	-	0.00	650,908.08
Federal Program Revenue	321,687.76	325,817.84	231,519.72	-	475,154.28	239,024.78	-	-	-	-	-	1,470,699.50	3,063,903.88
Federal Program Revenue 240	6,492.82	1,320.00	200,936.56	340,649.67	277,189.67	230,425.37	4,142.40	420,995.12	285,785.41	288,373.54	320,264.94	223,259.25	2,599,834.75
Lunch Revenue - local 240	5,970.00	134,067.73	157,557.07	257,227.89	166,142.74	145,397.66	132,879.06	167,792.10	186,680.12	208,897.72	133,425.05	9,251.76	
Payroll Deposits	3,684.76	836.00	1,116.73	3,168.81	-	407.01	1.33	-	17.90	334.00	0.24	554.00	10,120.78
Transfers from Debt Service	-	-	-	-	-	0.00	-	-	-	-	-	0.00	-
Transfers from Investment Acct	6,000,000.00	9,000,000.00	6,000,000.00	6,045,522.99	3,000,000.00	534,210.79	579,250.31	9,212,182.07	7,000,000.00	1,165,866.46	7,667,269.74	8,993,776.22	65,198,078.58
Total Revenue	6,752,721.42	10,659,064.11	17,390,595.34	14,913,079.88	4,558,062.37	12,833,496.64	978,758.34	10,086,337.84	7,962,241.27	3,127,574.75	8,714,301.30	11,159,889.95	109,136,123.21
DISBURSEMENTS													
Payroll Checks	4,191,955.14	4,201,044.29	4,468,763.70	4,538,132.99	4,554,967.86	4,519,965.77	4,491,990.11	4,443,955.66	4,496,194.64	4,482,376.87	4,505,685.73	4,428,957.65	53,323,990.41
Accounts Payable Checks	2,559,252.04	7,357,762.41	4,345,447.82	2,736,744.43	2,181,913.35	2,098,947.61	1,554,709.25	3,074,426.94	3,036,912.47	2,025,913.92	3,563,587.07	2,677,639.31	37,213,256.62
TRS	480,412.00	1,192,672.92	1,264,841.42	1,347,124.50	1,355,457.07	1,341,636.96	1,320,603.27	1,308,171.22	1,296,011.77	1,304,085.53	1,307,830.58	1,312,321.78	14,831,169.02
IRS	501,693.49	483,707.17	515,404.48	521,818.22	527,177.16	523,969.22	496,774.51	488,015.98	497,767.84	497,754.23	504,672.60	495,681.82	6,054,436.72
Bank Charges/ NSF's/Bk Trans	-	-	-	-	-	-	10.00	-	0.00	-	0.00	-	10.00
Total Expenditures	7,733,312.67	13,235,186.79	10,594,457.42	9,143,820.14	8,619,515.44	8,484,519.56	7,864,087.14	9,314,569.80	9,326,886.72	8,310,130.55	9,881,775.98	8,914,600.56	111,422,862.77
Cash Transfer to TEA	-	-	-	-	-	-	-	-	-	-	-	-	-
Cash Transfer to Debt Service	-	-	-	-	-	8,207,547.00	-	-	-	-	(132,448.57)	-	1,097,913.28
Transfers to Investment Accounts	-	-	-	-	-	-	-	-	-	-	-	-	-
In Transit	1,224,340.30	(708,596.09)	(199,780.26)	(481,497.08)	25,875.94	(166,501.50)	43,900.21	852,533.56	(996,726.68)	1,074,184.07	(721,860.54)	136,544.29	82,416.22
Total Expenditures & Transfers	8,957,652.97	12,526,590.70	10,394,677.16	8,662,323.06	8,645,391.38	16,525,565.06	7,907,987.35	10,167,103.36	8,330,160.04	9,384,314.62	9,027,466.87	9,051,144.85	119,580,377.42
Net Change in Cash	(2,204,931.55)	(1,867,526.59)	6,995,918.18	6,250,756.82	(4,087,329.01)	(3,692,068.42)	(6,929,229.01)	(80,765.52)	(367,918.77)	(6,256,739.87)	(313,165.57)	2,108,745.10	(10,444,254.21)
Ending Cash Balance	18,921,431.19	17,053,904.60	24,049,822.78	30,300,579.60	26,213,250.59	22,521,182.17	15,591,953.16	15,511,187.64	15,143,268.87	8,886,529.00	8,573,363.43	10,682,108.53	10,682,108.53
Beginning Cash Balance Lone Star	14,385,264.26	14,438,674.66	14,492,369.14	14,543,771.87	14,734,233.39	14,783,093.92	14,887,375.55	14,833,849.52	14,494,057.24	14,539,915.01	20,481,096.06	20,544,941.12	14,385,264.26
Beginning Cash Balance TexStar	1,677,881.14	1,684,001.76	1,690,131.67	1,695,984.11	1,701,913.93	1,707,481.42	1,713,027.87	1,718,421.78	1,723,268.46	1,728,612.01	1,733,780.69	1,739,077.95	1,677,881.14
Beginning Cash Balance Texas Class	159,745,022.83	149,107,276.84	133,640,757.85	122,692,645.07	132,924,048.46	121,971,402.58	157,975,018.17	66,674,757.16	94,798,766.48	80,915,213.59	80,268,851.01	66,111,188.46	159,745,022.83
Beginning Cash Balance TX Class UMB	105,398,697.30	105,753,198.29	106,165,367.03	106,527,764.16	86,852,769.01	87,084,183.58	77,362,307.12	203,680,020.93	176,625,112.05	176,778,140.13	177,193,350.78	177,522,369.50	105,398,697.30
Interest Earned Lone Star	53,410.40	53,694.48	51,402.73	53,262.32	48,860.53	49,012.98	47,677.46	42,453.78	45,857.77	48,576.37	63,845.06	62,374.75	620,428.63
Interest Earned TexStar	6,120.62	6,129.91	5,852.44	5,929.82	5,567.49	5,546.45	5,393.91	4,846.68	5,343.55	5,168.68	5,297.26	5,176.61	66,373.42
Interest Earned TexasClass	557,424.10	513,072.90	434,462.95	473,278.24	407,177.96	421,338.21	410,758.30	200,561.32	268,109.44	238,511.11	219,286.17	176,127.37	4,320,108.07
Misc Earned TexasClass UMB	359,770.71	417,812.85	368,063.29	330,508.97	237,121.29	283,109.96	67,713.81	607,252.92	164,887.92	428,712.16	342,124.87	1,066,969.81	4,674,048.56
Transfers in	101,883.65	105,786.26	66,393.25	20,790,736.05	866,771.90	42,077,713.85	136,345,046.47	41,011,231.03	778,909.75	12,133,155.04	178,615.48	262,406.03	254,718,648.76
Transfers out	(11,302,323.46)	(16,091,022.26)	(11,454,635.14)	(30,900,915.82)	(12,232,302.46)	(16,445,154.24)	(101,907,269.27)	(41,132,190.89)	(14,942,431.92)	(7,138,925.56)	(14,568,670.35)	(12,244,497.80)	(290,360,339.17)
In Transit	30,966.53	2,714.66	9,468.24	121,809.62	210,391.80	1,764,173.45	7,503,443.02	63,700.35	48,237.77	32,930.92	50,326.69	58,544.82	58,544.82
Ending Cash Balance Invested	271,014,118.08	255,991,340.35	245,469,633.45	236,334,774.41	225,756,553.30	253,701,902.16	294,410,492.41	287,704,904.58	274,010,118.51	279,710,009.46	265,967,903.72	255,304,678.62	255,304,678.62
TOTAL CASH AVAILABLE	289,935,549.27	273,045,244.95	269,519,456.23	266,635,354.01	251,969,803.89	276,223,084.33	310,002,445.57	303,216,092.22	289,153,387.38	288,596,538.46	274,541,267.15	265,986,787.15	265,986,787.15

Little Elm Independent School District
Debt Service Cash Flow Statement
FY 2025-2026

	July Actual	August Actual	September Actual	October Actual	November Actual	December Actual	January Actual	February Actual	March Actual	April Actual	May Actual	June Actual	TOTAL
Beginning Cash Balance in Bank	10,227,825.21	10,246,518.01	10,265,244.97	10,283,400.43	10,301,545.68	10,318,747.61	18,551,035.38	122,140.00	135,938.92	136,158.46	136,371.25	43,261.27	10,227,825.21
RECEIPTS													
Tax Collections	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	18,692.80	18,726.96	18,155.46	18,145.25	17,201.93	24,740.77	20,604.62	186.65	219.54	212.79	98.86	67.61	137,053.24
Bond Issuance/Refunding								13,612.27					13,612.27
Transfer from General Operating						8,207,547.00							8,207,547.00
Transfers from Investment Acct	-	-	-	-	-	-	-	-	-	-	39,239.73		39,239.73
Total Revenue	18,692.80	18,726.96	18,155.46	18,145.25	17,201.93	8,232,287.77	20,604.62	13,798.92	219.54	212.79	39,338.59	67.61	8,397,452.24
DISBURSEMENTS													136
Wire Bond Issuance Fees	-		-	-	-	-	-			-	-		-
Bank Charges/ NSF's/Bk Trans	-	-	-	-	-	-	-	-		-	-		-
Total Expenditures	-	-	-	-	-	-	-	-	-	-	-		-
Transfers to Investment Accounts	-	-		-			(18,449,500.00)	-	-	-	-		(18,449,500.00)
Transfer to General Operating	-	-	-	-			-	-		-	(132,448.57)		(132,448.57)
Total Expenditures & Transfers	-	-	-	-	-	-	(18,449,500.00)	-	-	-	(132,448.57)	-	(18,581,948.57)
Net Change in Cash	18,692.80	18,726.96	18,155.46	18,145.25	17,201.93	8,232,287.77	(18,428,895.38)	13,798.92	219.54	212.79	(93,109.98)	67.61	(10,184,496.33)
Ending Cash Balance in bank	10,246,518.01	10,265,244.97	10,283,400.43	10,301,545.68	10,318,747.61	18,551,035.38	122,140.00	135,938.92	136,158.46	136,371.25	43,261.27	43,328.88	43,328.88
Statement Beg Cash Balance TexPool	32,345,458.75	32,527,517.04	1,948,893.10	1,996,234.34	2,192,994.75	2,740,692.91	22,697,701.36	22,494,873.84	18,883,541.70	19,423,803.16	19,696,733.38	19,828,029.35	32,345,458.75
Interest Earned TexPool	118,526.92	43,110.59	6,878.77	7,191.35	8,180.99	29,183.94	76,537.12	61,102.65	59,730.63	58,802.80	60,704.18	59,743.16	589,693.10
Transfers in	63,531.37	65,465.70	40,462.47	189,569.06	539,517.17	19,927,824.51	6,280,635.36	8,300,812.44	480,530.83	214,127.42	109,831.52	162,179.90	36,374,487.75
Transfers out		(30,687,200.23)					(6,560,000.00)	(11,973,247.23)			(39,239.73)		(49,259,687.19)
In Transit	19,199.21	1,665.41	5,892.12	75,734.68	130,936.07	1,097,913.28	4,668,573.12	39,857.40	29,840.47	20,437.87	31,097.88	36,270.50	36,270.50
Ending Cash Balance Invested	32,546,716.25	1,950,558.51	2,002,126.46	2,268,729.43	2,871,628.98	23,795,614.64	27,163,446.96	18,923,399.10	19,453,643.63	19,717,171.25	19,859,127.23	20,086,222.91	20,086,222.91
													-
TOTAL CASH AVAILABLE	42,793,234.26	12,215,803.48	12,285,526.89	12,570,275.11	13,190,376.59	42,346,650.02	27,285,586.96	19,059,338.02	19,589,802.09	19,853,542.50	19,902,388.50	20,129,551.79	20,129,551.79

0001 - GENERAL OPERATING

Cash Ending Balance:	6,622,062.30
Add Investment:	
Total:	6,622,062.30

0002 - PAYROLL CLEARING

Cash Ending Balance:	11,070.65
Add Investment:	
Total:	11,070.65

0003 - DEBT SERVICE

Cash Ending Balance:	43,328.88
Add Investment:	
Total:	43,328.88

0004 - CREDIT CARD

Cash Ending Balance:	48,975.58
Add Investment:	
Total:	48,975.58

0005 - ECR

Cash Ending Balance:	4,000,000.00
Add Investment:	
Total:	4,000,000.00

0006 - LONESTAR

Cash Ending Balance:	20,607,315.87
Add Investment:	
Total:	20,607,315.87

0007 - TEXSTAR

Cash Ending Balance:	1,744,254.56
Add Investment:	
Total:	1,744,254.56

0008 - TEXAS CLASS

Cash Ending Balance:	232,953,108.19
Add Investment:	
Total:	232,953,108.19

0009 - TEXPOOL

Cash Ending Balance:	20,086,222.91
Add Investment:	
Total:	20,086,222.91

TOTALS

Cash Ending Balance	286,116,338.94
Add Investment Balance	.00
Totals	286,116,338.94

End of Report

Denton County Tax Office

Run Date: 7/1/2026 12:07:52PM

Distribution Summary 2 Report

Page 1 of 2

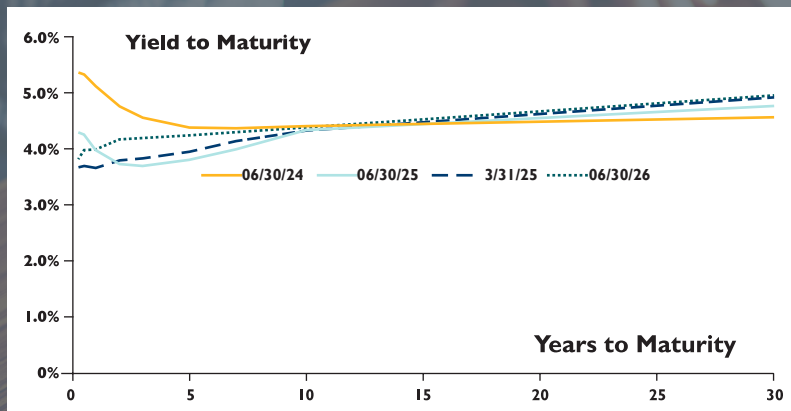
Deposit Date from 6/1/2026 to 6/30/2026 and Tax Units = 60

S10- LITTLE ELM ISD			
Cur. Levy M&O	194,906.17	Del. Levy M&O	14,111.55
Cur. Interest M&O	8,621.12	Del. Interest M&O	5,723.39
Cur. Penalty M&O	17,709.52	Del. Penalty M&O	2,637.44
Cur. Rendition Penalty M&O	811.30	Del. Rendition Penalty M&O	258.92
Total Current M&O	222,048.11	Total Delinquent M&O	22,731.30
Cur. Levy I&S	121,300.05	Del. Levy I&S	8,754.76
Cur. Interest I&S	5,338.86	Del. Interest I&S	3,457.88
Cur. Penalty I&S	10,968.31	Del. Penalty I&S	1,617.72
Cur. Rendition Penalty I&S	0.00	Del. Rendition Penalty I&S	0.00
Total Current I&S	137,607.22	Total Delinquent I&S	13,830.36
Cur. Levy S1	0.00	Del. Levy S1	0.00
Cur. Interest S1	0.00	Del. Interest S1	0.00
Cur. Penalty S1	0.00	Del. Penalty S1	0.00
Cur. Rendition Penalty S1	0.00	Del. Rendition Penalty S1	0.00
Total Current S1	0.00	Total Delinquent S1	0.00
Cur. Levy	316,206.22	Del. Levy	22,866.31
Cur. Interest	13,959.98	Del. Interest	9,181.27
Cur. Penalty	28,677.83	Del. Penalty	4,255.16
Cur. Rendition Penalty	811.30	Del. Rendition Penalty	258.92
Total Current	359,655.33	Total Delinquent	36,561.66
Grand Total M&O		School Fund Coding Totals (if applicable)	
Grand Total I&S		M&O Current Year	199-5711 194,906.17
Grand Total S1		M&O Prior Years	199-5712 14,111.55
Total Due to Jurisdiction		M&O Penalty & Interest	199-5719 35,761.69
Total Due to Delq Tax Atty		I&S Current Year	599-5711 121,300.05
		I&S Prior Year	599-5712 8,754.76
		I&S Penalty & Interest	599-5719 21,382.77

Quarterly Position Report

June 30, 2026

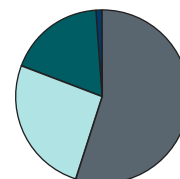
In the second quarter of 2026, markets were guided primarily by ongoing Middle East tensions—particularly the conflict involving Iran—which drove energy-price volatility and elevated uncertainty. US risk assets proved resilient and posted strong gains overall after rebounding in April and advancing further in May. Labor market data remained relatively steady, with payroll growth moderating after April's rebound and unemployment holding near 4.3%, while the Federal Reserve (Fed) kept rates unchanged at 3.50% to 3.75% throughout the quarter; however, by June, attention shifted increasingly to a more hawkish Fed tone under Chair Kevin Warsh, as policymakers emphasized inflation risks, reduced forward guidance, and market expectations moved from a chance of easing earlier in the quarter to pricing in one to two rate hikes by year-end 2026.



Government Overnight Fund Duration 0.12389

	Participant Assets	Market Value
Beginning of Quarter Balance	7,569,666,756.18	7,569,728,610.46
Deposits	1,880,943,302.16	
Withdrawals	(2,974,776,652.04)	
End of Quarter Balance	6,475,833,406.30	6,474,359,437.22

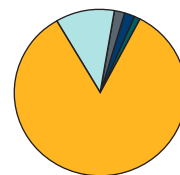
Agencies	55%
Cash/Repo	26%
Treasuries	18%
MM Funds	1%



Corporate Overnight Fund Duration 0.20105

	Participant Assets	Market Value
Beginning of Quarter Balance	4,766,736,153.49	4,765,599,836.49
Deposits	637,146,692.88	
Withdrawals	(1,058,313,954.44)	
End of Quarter Balance	4,345,568,891.93	4,344,393,724.06

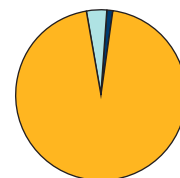
Commercial Paper	84%
Cash/Repo	11%
Agencies	2%
MM Funds	2%
Treasuries	1%



Corporate Overnight Plus Fund Duration 0.25285

	Participant Assets	Market Value
Beginning of Quarter Balance	13,145,298,676.80	13,141,307,517.88
Deposits	3,312,415,203.01	
Withdrawals	(5,855,454,394.48)	
End of Quarter Balance	10,602,259,485.33	10,598,989,475.99

Commercial Paper	95%
Cash/Repo	4%
MM Funds	1%



Returns

	April		May		June	
	Average Rate	7-day SEC Yield	Average Rate	7-day SEC Yield	Average Rate	7-day SEC Yield
Govt Overnight Fund	3.64%	3.65%	3.61%	3.62%	3.64%	3.65%
Corp Overnight Fund	3.77%	3.78%	3.76%	3.77%	3.78%	3.79%
Corp Overnight Plus Fund	3.82%	3.83%	3.81%	3.82%	3.82%	3.83%

William Mastrodicasa
William Mastrodicasa

Lone Star Investment Pool Investment Officers

Tammy Davis
Tammy Davis

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. The return information is net of all current operating expenses. The return represents past performance and is no indication of future results.

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Custom Account Statement Texas CLASS**Little Elm ISD****Average Yield for the Period 3.7628 %****Start Date****End Date**

4/1/2026

6/30/2026

Account Name	Beginning Balance	Contributions	Withdrawals	Ending Balance	Income Earned for Period
CONSTRUCTION 2016	0.00	0.00	0.00	0.00	0.00
Bond 2023	22,480,327.21	0.00	13,727,431.42	8,914,412.98	161,517.19
Total	22,480,327.21	0.00	13,727,431.42	8,914,412.98	161,517.19

Custom Account Statement Texas CLASS**Little Elm ISD****Average Yield for the Period 3.5309 %****Start Date****End Date**

4/1/2026

6/30/2026

140

Account Name	Beginning Balance	Contributions	Withdrawals	Ending Balance	Income Earned for Period
CONSTRUCTION BOND 2018	0.00	0.00	0.00	0.00	0.00
GENERAL FUND	42,284,617.37	787,115.37	14,000,000.00	29,402,679.22	330,946.48
Construction Bond 2020	0.00	0.00	0.00	0.00	0.00
CONSTRUCTION BOND 2022	5,458,759.97	0.00	281,168.86	5,224,573.04	46,981.93
BOND 2024	10,691,509.04	0.00	8,845.47	10,777,142.62	94,479.05
Total	58,434,886.38	787,115.37	14,290,014.33	45,404,394.88	472,407.46



04/01/2026 - 04/30/2026

TexPool Summary

Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	\$19,423,803.16	\$214,127.42	\$0.00	\$58,802.80	\$19,696,733.38	\$19,556,852.04
Total Dollar Value	\$19,423,803.16	\$214,127.42	\$0.00	\$58,802.80	\$19,696,733.38	

05/01/2026 - 05/31/2026

TexPool Summary

Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	\$19,696,733.38	\$109,831.52	\$39,239.73	\$60,704.18	\$19,828,029.35	\$19,727,995.14
Total Dollar Value	\$19,696,733.38	\$109,831.52	\$39,239.73	\$60,704.18	\$19,828,029.35	

06/01/2026 - 06/30/2026

TexPool Summary

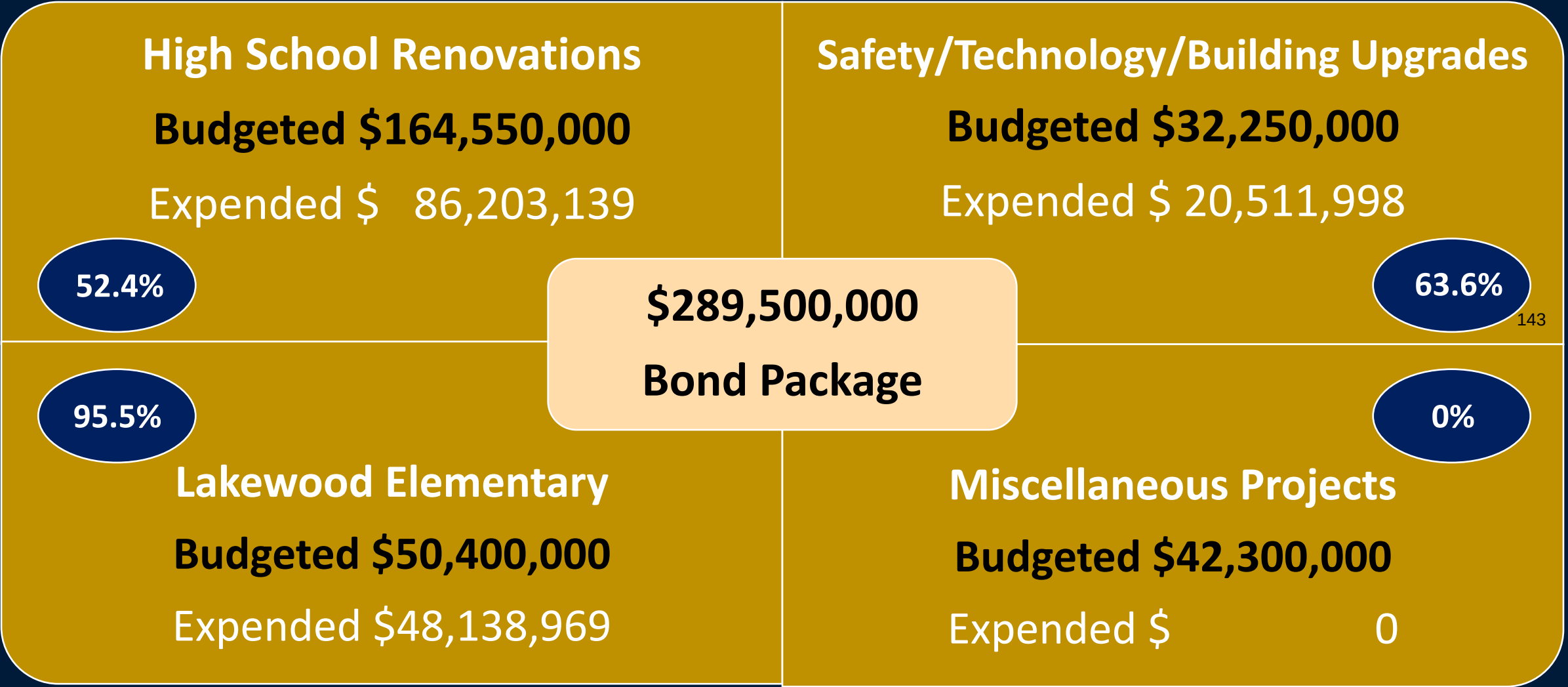
Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	\$19,828,029.35	\$162,179.90	\$0.00	\$59,743.16	\$20,049,952.41	\$19,933,035.47
Total Dollar Value	\$19,828,029.35	\$162,179.90	\$0.00	\$59,743.16	\$20,049,952.41	

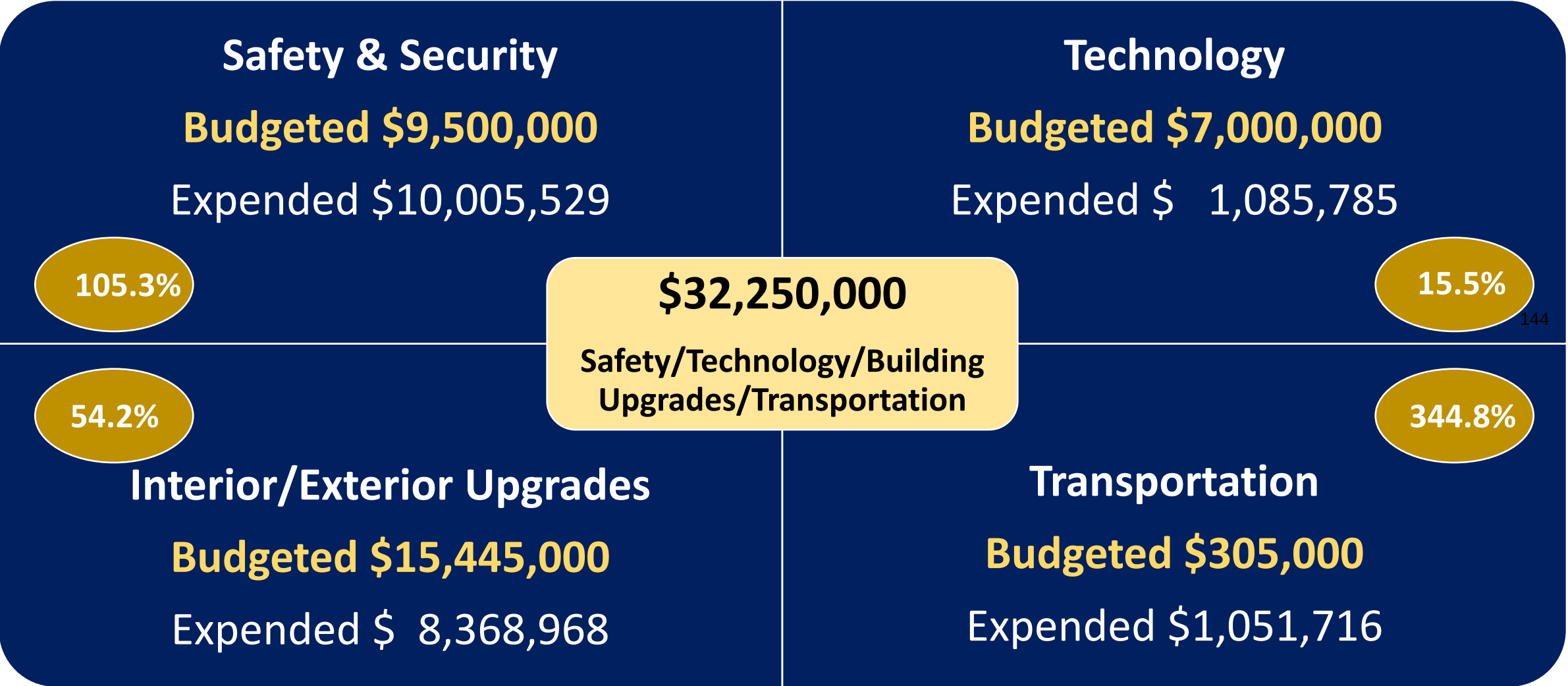
Account History for Account: **LITTLE ELM ISD GENERAL FUND**

Settlement Date	Transaction Type	Amount:	Balance
06/30/2026	MONTHLY POSTING	5,176.61	1,744,254.56
05/29/2026	MONTHLY POSTING	5,297.26	1,739,077.95
04/30/2026	MONTHLY POSTING	5,168.68	1,733,780.69

Summary

Period Beginning Balance:	1,733,780.69
Total Deposit:	
Total Withdrawals:	
Total Interest:	15,642.55
Period Ending Balance:	1,744,254.56





**LITTLE ELM INDEPENDENT SCHOOL DISTRICT
DONATIONS
April - June 2026**

Campus/Dept	Fund	Donation From	Description	Date	Monetary	Non- Monetary	Total
Athletics	461	Town of Little Town	Boys Bkb Team	4/2/2026	1,000.00		1,000.00
Athletics	461	LEAYSA	Boys Bkb Team rings	4/30/2026	2,000.00		2,000.00
Athletics	461	Y. Avila	Boys Soccer Equipment	4/2/2026	435.00		435.00
Athletics	461	Cricket Association	Boys Bkb Team rings	5/1/2026	5,001.00		5,001.00
High School	865	Idalia Amaya	2026 Senior Class	5/28/2026	500.00		500.00
					8,936.00	-	8,936.00

Board Agenda Item

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

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
08-17-2026	☐	☐	☒	☐	☐
Subject:	LITTLE ELM ISD INTERLOCAL SUMMARY REPORT				
Presenter or Contact Person:	Jesse Wyse, Chief Financial Officer				
Policy/Code:	GRB (LEGAL)				
Strategic Plan Goal:	Ensuring Fiscal Health and Sustainability				
Summary:	Allows LEISD to purchase products or services from other governmental entities (listed on attachment) which have been properly awarded contracts through statutorily authorized methods.				
Financial Implications:	See attached summary report.				
Attachments:	Little Elm ISD Interlocal Summary Report for Approval				
Recommendation:	The Administration recommends approval of the Little Elm ISD Interlocal Summary Report as submitted.				
Motion:	I move that the Board approve the Little Elm ISD Interlocal Summary Report dated August 17, 2026, as submitted.				

Little Elm ISD Interlocal Summary Report for Approval

Board Meeting Date August 17, 2026

Ref #	Vendor Name	Department	Status (New, Renewal, Vendor Change)	Prior Year Contract Amount	Renewal Amount	Purchase Amount/Change	Effective Date	Expiration Date	Description	Administrator
1	Denton County Juvenile Justice Alternative Education Program (JJAEP)	Student Services	Renewal	NTE \$50,000	NTE \$75,000	\$25,000	8/18/2026	6/30/2027	The MOU is entered pursuant to Chapter 37 of the TEC between Little Elm ISD and the Denton County Juvenile Justice Alternative Education Program (JJAEP) as the agent to the Juvenile Board of Denton County, Texas. The parties agree the DCJJAEP is a cooperative effort between the educational community and the juvenile justice system with the primary goals being the education of students with behavioral problems and rehabilitation of juvenile offenders, but not the treatment of emotional problems. The cost is \$125 per student per day in attendance.	Donnie Bartlett
2	TASB Risk Management Fund	Business & Finance Services	Renewal	\$56,489	\$56,489	\$0.00	10/1/2026	9/30/2027	Renewal of Little Elm ISD's unemployment compensation coverage for 2026-2027. The agreement provides coverage for statutory unemployment compensation benefits and assistance with general unemployment compensation matters.	Jesse Wyse
3	Texas Woman's University Go Center	Curriculum & Learning	Renewal	\$0.00	\$0.00	\$0.00	8/18/2026	6/30/2029	This interlocal agreement between Texas Woman's University and Little Elm High School at Little Elm ISD. The Go Center/G-Force project is designed to bring college access and financial aid information to 9-12th grade students and parents in the region with the aim of establishing and maintaining permanent Go Centers within the school district. This initiative is in line with the Goals of the THECB (Texas Higher Education Coordinating Board's) CFAT (College for all Texans) campaign, which aims to enroll more students in higher education in Texas.	Dr. Penny Tramel

Board Agenda Item

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

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Discussion Item
08-17-2026	☐	☐	☒	☐	☐
Subject:	REQUEST FOR PROPOSAL #2024-005 FOOD CATERING SERVICES				
Presenter or Contact Person:	Jesse Wyse, Chief Financial Officer				
Policy/Code:	CH (LEGAL)				
Summary:	The Food Catering Services RFP results/recommendations for monthly approval.				
Financial Implications:	N/A				
Attachments:	RFP #2024-005 vendor list				
Recommendation:	The Administration recommends approval of the vendors for Food Catering Services as submitted.				
Motion:	I move that the Board approve the list of Food Catering Services vendors dated August 17, 2026, as submitted.				

**RFP #2024-005 Food Catering Services
Awarded Vendor(s)**

Awarded: 10/21/2024

Rovin Inc dba Babe's Chicken Dinner House - Frisco
Onward Management Group LLC dba Marcos Pizza & The Halal Guys
The Marroquin Group LLC dba Chick-fil-A

Awarded: 11/18/2024

Rosa's Café and Tortilla Factory, Ltd
Pepi Corporation dba Alonti Catering
Texas Taco Cabana, LP dba Taco Cabana

Awarded: 12/16/2024

Fiveash Coffee LLC (Travelin' Tom's Coffee of East Plano)

Awarded: 02/24/2025

Panera Bread Company dba Panera, LLC

Awarded: 03/31/2025

NYC Bagel, LLC dba BlueBonnet Brunch House

Awarded: 04/21/2025

HifiBros LLC

Awarded: 07/21/2025

Charco, Inc. dba Marshall's Catering & The Dallas Picnic Co.

Awarded: 09/15/2025

AF Hospitality, Inc. dba Chickfila Lexington Village

Awarded: 02/16/2026

Texas Forest Farm Inc. dba Wagyu, No Argue

Awarded: 03/23/2026

Hi-Tech Foods LLC dba Far East Pizza Co, Nidhi Catrer

Awarded: 06/22/2026

Lakeside Frozen Treats LLC dba Kona Ice of Coppell

Awarded: 08/17/2026

PB 121 & Custer, LLC dba Playa Bowls
Paris Baguette (PB) The Colony, LLC
The Honey Baked Ham Company
The OZ Group LLC dba Casa Mia Cuisine