

**AGENDA OF SCHOOL DISTRICT REGULAR MEETING  
SCHOOL BOARD  
RED OAK INDEPENDENT SCHOOL DISTRICT  
Monday, May 10, 2021**

Notice is hereby given that a Regular Meeting of the School Board of the Red Oak Independent School District will be held on Monday, May 10, 2021 beginning at 7:00 PM at Red Oak ISD Education Service Center, 109 West Red Oak Road, Red Oak, TX 75154.

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

1. CALL TO ORDER / ESTABLISH QUORUM
2. INVOCATION
3. PLEDGES OF ALLEGIANCE
4. ACTION ITEM
  - A. Canvass May 1, 2021 Red Oak Independent School District Board of Trustees Election 4  
John Anderson, Board President
5. NON-ACTION ITEMS
  - A. Issuance of Certificates of Election  
John Anderson, Board President
  - B. Statement of Elected Board Members and Swearing In of Newly Elected Board Members - Oath of Office of Elected Board Members  
John Anderson, Board President
6. ACTION ITEMS
  - A. Election of Red Oak Independent School District School Board Officers for 2021-2022
    1. President
    2. Vice President
    3. Secretary
7. RECOGNITIONS
8. SUPERINTENDENT'S REPORT
  - A. Mentors Care Update  
Dena Petty, Executive Director, Mentors Care
  - B. Curriculum Update  
Melissa Sulak, Director of Assessment and Accountability
  - C. Projects Update  
Kevin Freels, Assistant Superintendent of District Operations
  - D. District Update  
Brenda Sanford, Superintendent
9. OPEN FORUM 5
10. ACTION ITEMS
  - A. Consent Agenda
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    2. Payment of Current Bills Over \$50,000 12
    3. RFP #19-6-1 Addendum B - ROISD - Food, Catering, and Related 18
  - B. Consideration and Approval of Audit Engagement Letter for 2020-2021 20  
Dr. Bill Johnston, CPA, Assistant Superintendent of Business Services / Chief Financial Officer

C.	Consideration and Approval of Salary Schedule for 2021-2022 Dr. Bill Johnston, CPA, Assistant Superintendent of Business Services / Chief Financial Officer	29
D.	Consideration and Approval of City of Red Oak Permanent Utility Easement Kevin Freels, Assistant Superintendent of District Operations	30
E.	Consideration and Approval of Board Nomination of TASB Director Candidate Brenda Sanford, Superintendent	35
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C.	Enrollment Report	72
D.	Finance Report	76
E.	Fine Arts Report	84
12.	CLOSED SESSION	
A.	Texas Government Code 551.071 - For the purpose of a private consultation with the Board's attorney on any and all subjects or matters authorized by law.	
B.	Texas Government Code 551.072 - For the purpose of discussing the purchase, exchange, lease or value of real property.	
C.	Texas Government Code 551.073 - For the purpose of considering a negotiated contract for a prospective gift or donation.	
D.	Texas Government Code 551.074 - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee	
1.	Personnel Matters	
2.	Superintendent Evaluation	
E.	Texas Government Code 551.076 - To consider the deployment, or specific occasions for implementation, of security personnel or devices.	
F.	Texas Government Code 551.082 - For the purpose of considering discipline of a public school child or children or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing.	
G.	Texas Government Code 551.0821 - Personally identifiable information of Public School students.	
H.	Texas Government Code 551.083 - For the purpose of considering the standards, guidelines, terms or conditions the Board will follow, or instruct its representatives to follow, in consultation with representative of employee groups in connection with consultation agreements provided for by Section 13.901 of the Texas Education Code.	
I.	Texas Government Code 551.084 - For the purpose of excluding witness or witnesses from a hearing during examination of another witness.	
J.	Texas Government Code 551.086 - For the purpose of considering economic development negotiations.	

13. RECONVENE IN OPEN SESSION FOR ACTION RELATIVE TO CLOSED SESSION
14. ADJOURNMENT

***If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will convene in such closed meeting in accordance with the Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions or decisions will be taken in open meeting.***

Any person with a disability or special accommodation need should call 972-617-2941 no later than 10:00 a.m. on the scheduled meeting date.

This notice was posted in compliance with the Open Meetings Act on May 7, 2021 at 4:30 p.m.

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Brenda Sanford, Superintendent  
(For the Board of Trustees)



**RED OAK**

**INDEPENDENT SCHOOL DISTRICT**

109 W. RED OAK ROAD P.O. BOX 9000 RED OAK, TEXAS 75154 972.617.2941  
BRENDA SANFORD, SUPERINTENDENT

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## **CANVASS OF GENERAL ELECTION**

I, John Anderson, Presiding Officer of the Red Oak Independent School District Board of Trustees, of Red Oak, Texas, met with the Board of Trustees sitting as the canvassing board to canvass the General Election of May 1, 2021, on May 10, 2021 at Red Oak, Texas. The Board convened at 7:00 p.m.

I certify that the figures on the summary sheet corresponds with the numbers provided by the Ellis County Elections Administrator.

Witness my hand this 10th day of May, 2021.

\_\_\_\_\_  
John Anderson  
Presiding Officer of Canvassing Authority

## AUDIENCE PARTICIPATION SIGN-UP SHEET

Any person wishing to address the Board about a topic related to District business during the period reserved for public comment at a Board meeting must sign up to be heard, in accordance with District policy BED(LOCAL):

1. Each participant will be limited to two (2) minutes to make comments to the Board.
2. Under the Texas Open Meetings Act, the Board is not permitted to discuss or act upon any issues that are not posted on the agenda for tonight's meeting.
3. The Board has adopted complaint policies that are designed to secure, at the lowest possible administrative level, a prompt and equitable resolution of complaints and concerns. Each of these processes provides that, if a resolution cannot be achieved administratively, the person may appeal the administrative decision to the Board as a properly posted agenda item. For further information on those policies, please contact Kevin Freels, Assistant Superintendent of District Operations, for student issues, and Michelle Ailara, Assistant Superintendent of Human Resources, for employee issues at 972-617-2941. If the subject of your comment involves a pending grievance, please continue to seek resolution through the grievance process and address the Board only at the appropriate stage of that process.
4. Under the Texas Open Meetings Act, the Board may exercise its authority to discuss certain subject matters in closed session, including matters involving individual District staff members and individual students. If your comment concerns one of these subjects, please address your concern through the complaint policies described above.
5. Finally, please be aware that rules of decorum will be enforced during the public comment period. Personal attacks, name-calling, and rude or slanderous remarks will not be tolerated. Each participant is legally responsible for the content and consequences of his or her own statements.

Please fill in the information requested below if you wish to address the Board during the public comment period:

Name \_\_\_\_\_

Address \_\_\_\_\_

ROISD Campus Your Child(ren) attends \_\_\_\_\_

School District of Residence \_\_\_\_\_ Telephone \_\_\_\_\_

Topic/ Agenda Item \_\_\_\_\_

**MINUTES OF THE  
SCHOOL BOARD REGULAR MEETING  
RED OAK INDEPENDENT SCHOOL DISTRICT  
Monday, April 19, 2021**

A Regular Meeting of the Board of Trustees of Red Oak ISD was held Monday, April 19, 2021, beginning at 7:00 PM at the Education Service Center, 109 West Red Oak Road, Red Oak, TX 75154.

1. CALL TO ORDER / ESTABLISH QUORUM

The Regular Meeting of the School Board was called to order by John Anderson, President of the School Board, at 7:00 p.m.

The Red Oak ISD School Board met at the Red Oak ISD Education Service Center and the presiding officer, John Anderson, noted that a quorum of Board Members was present; that the meeting was duly called; and that notice of the meeting had been posted in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.00.

The following Board members were present: John Anderson, President; Melanie Petersen, Vice-President; Johnny Knight; Michelle Porter; and Brian Sebring. Penny Story, Secretary, joined the meeting remotely.

The follow Board members were absent: Dr. Joy Shaw.

2. INVOCATION

Mr. Sebring led the invocation.

3. PLEDGES OF ALLEGIANCE

Ms. Petersen led the Pledge of Allegiance to the American and Texas flags.

4. RECOGNITIONS

**Dr. Bill Johnston and the Red Oak ISD Business Office was recognized for receiving the Association of School Business Officials International Certificate of Excellence in Financial Reporting.**

5. SUPERINTENDENT'S REPORT

A. Texas State Technical College Update  
Marcus Balch, Texas State Technical College

**Mr. Balch gave an update on TSTC and the programs they currently offer. Most programs have transitioned to online due to COVID. The hands-on programs are hybrid. The lecture portion is online and the hands-on portion is in person. Some programs are 100% online. The TSTC Red Oak campus**

**enrollment has been steady and is currently up by 10%. TSTC worked with Red Oak ISD on challenges for the dual enrollment students. TSTC offers \$1,000 scholarships to students coming from Red Oak High School. TSTC is transitioning to performance-based education and competency-based education for all programs this fall. The agreement between TSTC and Red Oak ISD will be presented tonight. Mr. Balch asked the board to consider the agreement which includes continuing utilities and police services.**

**B. Chapter 313 Update**

**Dr. Bill Johnston, CPA, Assistant Superintendent of Business Services / Chief Financial Officer**

**Dr. Johnston gave background information on the Texas Economic Development Act (Chapter 313). In 2013 the Board approved the Triumph reinvestment zone for a period of five years. Triumph had to show they needed the limitation within that five-year period and the limitation component would begin in 2015 and end in 2023. They don't get a tax credit and/or the limitation on their property values for the full 10 years. The first two years directs the rest of it. Starting with the 2016 tax year, there was an 80-million-dollar property value limitation. In 2018 the Board approved the expansion of the Freeport Exemption which gave Triumph an additional two years. They were to give the District \$225,000 a year and \$25,000 to the Education Foundation, over a ten-year period. The agreement for the limitation is transferable to the new company that purchases Triumph. The Freeport Exemption will also transfer. If the new company makes any changes, it would require Board approval.**

**C. Curriculum Update**

**Scott Rogers, Executive Director of Curriculum and Instruction**

**Mr. Rogers presented information on dual credit crosswalk courses. Students receive high school credit for dual credit courses and courses that are currently offered through Navarro College. He also presented AP courses that are offered. Mr. Anderson asked Mr. Rogers to make sure there is student support for those who are taking dual credit. Ms. Sanford, Mr. Rogers and Mr. Gatewood will present a plan to address concerns regarding support for these students at the next board meeting.**

**D. District Update**

**Brenda Sanford, Superintendent**

**Ms. Sanford asked Mr. Gatewood, ROHS Principal, to give the Board information regarding graduation, cords, stoles, and collars.**

**Ms. Sanford informed the board that the temporary school pantry served 176 households, 903 people and 479 students this past Thursday. The Red Oak High School Student Council volunteered to assist and helped with loading vehicles.**

**Several Red Oak High School track athletes advanced to the 5A Regional Meet that will take place this weekend at UT Arlington.**

**Red Oak High School sophomore broke the ROHS twenty-one-year-old 100 hurdle record.**

**ROHS Winter Guard competed in the MA Nationals and placed second.**

**All three ROMS choirs received the Sweepstakes Award at their recent competition.**

**ROHS Hawkettes earned several awards at their National competition.**

**ROHS Theatre students competed in the UIL One Act Play. One student received All-Star Cast, one student received All-Star Crew, one student received Honorable Mention All-Star Cast and four students received All Around Crew.**

**ROISD held the ribbon cutting for the Agricultural Science Project Center on April 7 with over 100 in attendance.**

**Red Oak ISD assistant principals were recognized and honored during National Assistant Principals Week.**

**During School Librarian Appreciation Day all campus librarians were celebrated.**

**ROHS senior Lady Hawks soccer player was named the Ft. Worth Star Telegram soccer player of the week.**

**Winners from the Ellis County Youth Expo were announced.**

**Red Oak Hawks Varsity Boys Basketball players were recognized for earning All-District honors.**

**Red Oak Lady Hawks Varsity Girls Basketball players were recognized for earning All-District honors.**

**6. OPEN FORUM**

**No one spoke in Open Forum.**

**7. NON-ACTION ITEMS**

- A. School Board Members Continuing Education Record  
John Anderson, Board President**

**Mr. Anderson read the School Board Continuing Education Record into the minutes – John Anderson – 23.00 hours; Brian Sebring – 19.00 hours; Penny Story – 24.50 hours; Johnny Knight – 29.50 hours; Melanie Petersen – 40.00 hours; Michelle Porter – 20.50 hours; and Dr. Joy Shaw – 17 hours; All members exceeded their required 5 hours of continuing education with Ms. Porter exceeding her required 10 hours of continuing education as a new Board member this year.**

8. ACTION ITEMS

A. Consent Agenda

1. Minutes from School Board Special Meeting on March 23, 2021
2. Minutes from School Board Regular Meeting on March 30, 2021
3. Instructional Materials Allotment TEKS Certification Form
4. Payment of Current Bills Over \$50,000

**Ms. Petersen made a motion to approve the Consent Agenda as presented. Mr. Sebring seconded the motion. The motion passed 6 – 0.**

- B. Consideration and Approval of District of Innovation Renewal Plan  
Scott Rogers, Executive Director of Curriculum and Instruction and Shondra Jones, Director of School and Family Services

**Ms. Petersen made a motion to approve the District Advisory Committee’s proposed renewal of the District of Innovation Plan. Mr. Sebring seconded the motion. The motion passed 6 – 0.**

- C. Consideration and Approval of Instructional Materials Adoption for Pre-Kindergarten - Proclamation 2021  
Lisa Menton, Director of Career and Technical Education

**Ms. Petersen made a motion to approve the 2021 Instructional Materials for adoption as presented. Mr. Sebring seconded the motion. The motion passed 6 – 0.**

- D. Consideration and Approval of New Course Proposals for 2021-2022  
Scott Rogers, Executive Director of Curriculum and Instruction

**Mr. Sebring made a motion to approve the New Course Proposals for 2021-2022 as presented. Ms. Porter seconded the motion. The motion passed 6 – 0.**

- E. Consideration and Approval of TSTC Interlocal Cooperation Contract  
Kevin Freels, Assistant Superintendent of District Operations

**Mr. Knight made a motion to approve the TSTC Interlocal Cooperation Contract as presented. Ms. Petersen seconded the motion. The motion passed 6 – 0.**

- F. Consideration and Approval of TSTC Interlocal Cooperation Contract for Police Services  
Kevin Freels, Assistant Superintendent of District Operations

**Mr. Knight made a motion to approve the TSTC Interlocal Cooperation Contract for Police Services as presented. Ms. Petersen seconded the motion. The motion passed 6 – 0.**

9. INFORMATION ITEMS

- A. Athletic Report
- B. Campus Reports
  - 1. Eastridge Elementary School
  - 2. Red Oak Elementary School
  - 3. Russell P. Schupmann Elementary School
  - 4. Donald T. Shields Elementary School
  - 5. H. A. Wooden Elementary School
  - 6. Red Oak Middle School
  - 7. Red Oak High School
  - 8. Little Hawks Learning Center
- C. Enrollment Report
- D. Finance Report
- E. Fine Arts Report

10. CLOSED SESSION

**The Board convened into Closed Session at 8:14 p.m.**

- A. Texas Government Code 551.071 - For the purpose of a private consultation with the Board's attorney on any and all subjects or matters authorized by law.
- B. Texas Government Code 551.072 - For the purpose of discussing the purchase, exchange, lease or value of real property.
- C. Texas Government Code 551.073 - For the purpose of considering a negotiated contract for a prospective gift or donation.
- D. Texas Government Code 551.074 - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee
  - 1. Personnel Matters
  - 2. Superintendent Evaluation
- E. Texas Government Code 551.076 - To consider the deployment, or specific occasions for implementation, of security personnel or devices.
- F. Texas Government Code 551.082 - For the purpose of considering discipline of a public school child or children or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing.
- G. Texas Government Code 551.0821 - Personally identifiable information of Public School students.
- H. Texas Government Code 551.083 - For the purpose of considering the standards, guidelines, terms or conditions the Board will follow, or instruct its representatives to follow, in consultation with representative of employee groups in connection with consultation agreements provided for by Section 13.901 of the Texas Education Code.

- I. Texas Government Code 551.084 - For the purpose of excluding witness or witnesses from a hearing during examination of another witness.
- J. Texas Government Code 551.086 - For the purpose of considering economic development negotiations.

11. RECONVENE IN OPEN SESSION FOR ACTION RELATIVE TO CLOSED SESSION

**The Board reconvened back into Open Session at 9:56 p.m.**

12. ADJOURNMENT

**As there was no further business or action to be taken, the meeting adjourned at 9:57 p.m.**

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John Anderson, Board President

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Penny Story, Board Secretary

CHECK		ACCOUNT	
NUMBER	VENDOR	AMOUNT	NUMBER
211576	GUNN CHEVROLET LTD	206,888.75	199 E 34 6631 00 991 0 99 000
		206,888.75	Totals for 211576
		206,888.75	Totals for checks

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
199	GENERAL OPERATING FUND	0.00	0.00	206,888.75	206,888.75
***	Fund Summary Totals ***	0.00	0.00	206,888.75	206,888.75

\*\*\*\*\* End of report \*\*\*\*\*

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CHECK			ACCOUNT						
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15508	LABATT FOOD SERVICE		0.00	240 E 35 6341	00 049 0 99 000				

CHECK		ACCOUNT	
NUMBER	VENDOR	AMOUNT	NUMBER
15508	LABATT FOOD SERVICE	0.00	240 E 35 6341 00 107 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6342 00 107 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6342 00 049 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6341 00 001 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6341 00 041 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6341 00 101 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6341 00 102 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6341 00 103 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6341 00 105 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6342 00 001 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6342 00 041 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6342 00 101 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6342 00 102 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6342 00 103 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6342 00 105 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6341 00 049 0 99 000
15508	LABATT FOOD SERVICE	6,695.75	240 E 35 6341 00 107 0 99 000
15508	LABATT FOOD SERVICE	863.48	240 E 35 6342 00 107 0 99 000
15508	LABATT FOOD SERVICE	0.00	240 E 35 6342 00 049 0 99 000
		69,461.29	Totals for 15508

69,461.29 Totals for checks

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
240	FOOD SERVICE	0.00	0.00	69,461.29	69,461.29
***	Fund Summary Totals ***	0.00	0.00	69,461.29	69,461.29

\*\*\*\*\* End of report \*\*\*\*\*

Vendor Recommendation 2020-2021

**Presented for:**

Board Action  Report/Review Only

**Supporting documents:**

None  Attached  Provided Later

**Contact Person:**

Julie Phillips, Purchasing Agent

**Background Information:**

Texas Education Code 44.031(a) states that contracts valued at \$50,000 or more in the aggregate for each 12-month period are to be made by the method that provides the best value to the district.

A Request for Proposal (RFP 19-6-1 Addendum B) for ROISD-Food, Catering & Related was properly posted and released with an extended due date. The RFCSP responses were received in April, 2021.

**Responses were received from the following vendors:**

**Real Philly Italian Ice**  
**Heartland Cookies**

**Fiscal Implications:**

The Business Office has identified Catering/Food purchases as an area where a formal competitive BID/RFP process is required by state law. The expected annual purchases for the District will meet or exceed the \$50,000 threshold stated. Proposals were reviewed and evaluated from all responding vendors. The committee has recommended awarding all responding vendors to best meet the needs of the District.

**Administrative Recommendation:**

A committee of 3 reviewed and evaluated the proposal. Administration recommends approving the following vendors for Food, Catering and Related:

**Real Philly Italian Ice**  
**Heartland Cookies**

## SUMMARY EVALUATION FORM

PROJECT: RFP 19-6-1

### FOOD, CATERING & RELATED SERVICES

PARAMETERS:	MAX POINTS	VENDOR	VENDOR
PURCHASE PRICE	20	20	20
REPUTATION OF VENDOR AND OF THE VENDOR'S GOODS AND SERVICES	15	9.5	15
QUALITY OF VENDOR'S GOODS AND SERVICES	10	10	10
THE EXTENT TO WHICH THE GOODS AND SERVICES MEET THE DISTRICT'S NEEDS	10	10	10
VENDOR'S PAST RELATIONSHIP WITH THE DISTRICT	10	0	0
THE IMPACT ON THE ABILITY OF THE DISTRICT TO COMPLY WITH LAWS AND RULES RELATING TO HISTORICALLY UNDERUTILIZED BUSINESSES	5	5	5
THE TOTAL LONG-TERM COST TO THE DISTRICT TO ACQUIRE THE VENDOR'S GOODS OR SERVICES	10	10	10
WHETHER VENDOR OR VENDOR'S ULTIMATE PARENT COMPANY: A. HAS IT'S PRINCIPAL PLACE OF BUSINESS IN TEXAS B. EMPLOYS AT LEAST 500 PERSONS IN TEXAS *	0	0	0
OTHER RELEVANT FACTORS SPECIFICALLY LISTED IN THE REQUEST FOR BIDS OR PROPOSALS A. MET SPECIFICATIONS IN ENTIRETY B. ABILITY TO MEET DELIVERY/INSTALLATION DATE REQUIRED	20	20	20
	100	84.5	90

\*This requirement is not to be used for the purchase of telecommunications, information services, building construction, maintenance, or instructional materials.

\*\*This requirement is not to be used for the purchase of federally funded supplies, materials or services.

Audit Engagement for the 2020-2021 Fiscal Year

**Presented for:**

Board Action     X                          Report/Review Only                     

**Supporting documents:**

None                                           Attached     X                          Provided Later                     

**Contact Person:**

Dr. Bill Johnston, CPA, Assistant Superintendent of Business Services/Chief Financial Officer

**Background Information:**

The Texas Education Code, Section 44.008, requires each school district to conduct an annual independent audit of its fiscal accounts that meets the minimum requirements of the State Board of Education, subject to review and comment by the state auditor.

Attached is the Engagement Letter from Hankins, Eastup, Deaton, Tonn & Seay, PC that outlines the services that will be provided as part of the audit.

**Fiscal Implications:**

The estimated fee for the 2020-2021 financial audit is \$37,500, which is the same as the engagement cost from last year. An additional cost of \$1,500 to \$2,000 may also be incurred to assist with the development of the Comprehensive Annual Financial Report (CAFR).

**Administrative Recommendation:**

Administration recommends that the School Board approve Hankins, Eastup, Deaton, Tonn & Seay, PC to conduct Red Oak ISD's annual financial audit for the 2020-2021 fiscal year.

April, 22 2021

To the Board of Trustees and Management  
Red Oak Independent School District  
Red Oak, Texas

We are pleased to confirm our understanding of the services we are to provide Red Oak Independent School District ("the District") for the year ended June 30, 2021. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Red Oak Independent School District, as of and for the year ended June 30, 2021. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Schedule of the District's Proportionate Share of the Net Pension Liability – Teacher Retirement System of Texas.
3. Schedule of District's Contributions for Pensions - Teacher Retirement System of Texas.
4. Schedule of the District's Proportionate Share of the Net OPEB Liability – Teacher Retirement System of Texas.
5. Schedule of District's Contributions for Other Post-Employment Benefits (OPEB) – Teacher Retirement System of Texas.

We have also been engaged to report on supplementary information other than RSI that accompanies the District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and we will provide an opinion on it in relation to the financial statements as a whole:

1. Schedule of expenditures of federal awards.
2. Combining statements.
3. Required TEA schedules.

## **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements taken as a whole. The objective also includes reporting on –

- Internal control over financial reporting and compliance with laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Trustees of the District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

## **Audit Procedures – General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

## **Audit Procedures – Internal Controls**

Our audit will include obtaining an understanding of the District and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

### **Audit Procedures – Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of test of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the District's major programs. The purpose of these procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

### **Other Services**

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, the related notes, and depreciation calculations of the District in conformity with the U.S generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, the related notes, and depreciation calculation services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

### **Management Responsibilities**

Management is responsible for (1) establishing and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of

accounting principles; for the preparation and fair presentation of the financial statements, schedules of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the District complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review by June 30, 2021.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) that you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to

us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, depreciation calculations, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, related notes, and depreciation calculation and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, related notes, depreciation calculations prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Audit Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Hankins, Eastup, Deaton, Tonn & Seay, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Texas Education Agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Hankins, Eastup, Deaton, Tonn & Seay, P.C. personnel. Furthermore, upon request, we may provide photocopies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other government agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Texas Education Agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit in May 2021 and to issue our reports no later than October 31, 2021. Dan Tonn is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our estimated fee for these services will be \$37,500. Our invoices for these fees will be rendered as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

*Government Auditing Standards* require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2019 peer review report was previously provided to you.

We appreciate the opportunity to be of service to Red Oak Independent School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

*Hankins, Eastup, Deaton, Tonn & Seay, P.C.*

Hankins, Eastup, Deaton, Tonn & Seay, P.C.  
Denton, Texas

RESPONSE:

This letter correctly sets forth the understanding of Red Oak Independent School District.

Management signature:

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

Title: \_\_\_\_\_

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

Board of Trustees signature:

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

Title: \_\_\_\_\_

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

2021-2022 Employee Compensation Plans

**Presented for:**

Board Action     X     Report/Review Only                     

**Supporting documents:**

None                      Attached     X     Provided Later                     

**Contact Person:**

Mrs. Michelle Ailara, Assistant Superintendent of Human Resources  
Dr. Bill Johnston, CPA, Assistant Superintendent of Business

**Background Information:**

Each year as part of the annual budget development process, compensation plans for staff are reviewed and salary plan adjustments are included in the proposed budget. The goal of the compensation plans for the District is to retain staff and provide a competitive salary for all staff.

For the 2021-2022 school year, the teacher salary schedule will be increased by \$1,500 per step and teachers that are currently above Step 30 will receive a \$600 longevity increase. Staff in the other employee groups will receive a 3% increase in pay, based on the midpoint of each pay range.

The compensation plan goal for the District is to retain and provide competitive salary for all staff. In addition to the teacher salary schedule being increased, the pay plans for the other employee groups have been reviewed to ensure a competitive pay range. This has resulted in some of the pay ranges being updated. Employee groups have also been reviewed to ensure they are in the proper pay range.

**Administrative Recommendation:**

Administration recommends that the School Board approve the proposed Employee Compensation Plans for the 2021-2022 fiscal year and authorize District Administration to continue to review all employee groups to ensure that the pay is properly distributed within all groups.

City of Red Oak Permanent Utility Easement

**Presented for:**

Board Action \_\_\_\_\_X\_\_\_\_\_ Report/Review Only \_\_\_\_\_

**Supporting documents:**

None \_\_\_\_\_ Attached \_\_\_\_\_X\_\_\_\_\_ Provided Later \_\_\_\_\_

**Contact Person:**

Kevin Freels

**Background Information:**

The City of Red Oak is looking to place a weather warning siren station at the far northwest corner of the ROISD property in the Creekbend subdivision. This siren would give expanded notice to the west side of IH35 corridor. The City of Red Oak is requesting a 10 ft.

**Fiscal Implications:**

The district will receive \$10.00 for the easement.

**Administrative Recommendation:**

The Administration recommends approval of the utility easement to the City of Red Oak.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

For: \_\_\_\_\_

Against: \_\_\_\_\_

**NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER**

**CITY OF RED OAK  
PERMANENT UTILITY EASEMENT**

**STATE OF TEXAS           §  
                                          §  
COUNTY OF ELLIS       §**

**KNOW ALL MEN BY THESE PRESENTS:**

That **RED OAK INDEPENDENT SCHOOL DISTRICT** (“Grantor”), whose address is 109 W.Red Oak Road, Red Oak, Texas 75154 (Ellis County) for and in consideration of the sum of **TEN AND NO/100 DOLLARS (\$10.00)** and other good and valuable consideration in hand paid by the **CITY OF RED OAK, TEXAS**, (“Grantee”), a Texas home rule municipality, whose mailing address is PO Box 393, Red Oak, Ellis County, Texas 75154, the receipt and sufficiency of which is hereby acknowledged, has **DEDICATED, GRANTED, SOLD AND CONVEYED**, and by these presents does **DEDICATE, GRANT, SELL AND CONVEY** unto Grantee, a public **PERMANENT UTILITY EASEMENT** (“the Utility Easement”) being generally ten (10)-feet in width by ten (10)-feet in depth, and containing in total one hundred (100) square feet of land, more or less, and located over, along, across and under the following described property located in Ellis County, Texas, to wit:

See Exhibit “A” attached.

(“the Easement Property”) including the right of ingress, egress, and regress therein, to erect, construct, reconstruct, install, replace, repair, operate, use, inspect, modify, remove and maintain certain inclement weather warning poles and appurtenances, together with all lines, pipes, conduits and other facilities, equipment, improvements, and appurtenances used in connection with said inclement weather warning poles as deemed necessary thereto by said Grantee, (collectively, the “Easement Purpose”) over, along, across, under, into and through the Easement Property, further depicted in Exhibit A.

The servitudes, easements, privileges, agreements, maintenance obligations and terms hereof shall be binding upon the Easement Property, the parties hereto and their successors in interest, permitted assigns, legal and personal representatives and all other persons or entities having or hereafter acquiring any right, title or interest in the Easement Property.

**TO HAVE AND TO HOLD** the foregoing described Permanent Utility Easement for Grantee’s purposes as deemed necessary by Grantee, with the right of ingress, egress, and regress therein, together with all and singular the usual rights thereto in anywise belonging, unto Grantee, its successors and assigns, forever. Grantor does hereby bind Grantor, and Grantor’s successors and assigns, to warrant and forever defend, all and singular, the said premises unto the Grantee and Grantee’s successors and assigns against every person whomsoever lawfully claiming or to

claim the same or any part thereof when the claim is by, through, or under Grantor but not otherwise.

**SIGNED** this 10th day of May \_\_\_\_\_ 2021.

**GRANTOR:**

\_\_\_\_\_

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

School Board President

**ACKNOWLEDGMENT**

**STATE OF TEXAS**

§

**COUNTY OF ELLIS**

§

§

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2021,  
by \_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Texas

My Commission expires: \_\_\_\_\_

**SIGNED** this \_\_\_\_\_ day of \_\_\_\_\_ 2021

**GRANTEE:**

\_\_\_\_\_  
City Manager  
City of Red Oak, Texas

**ATTESTED:**

\_\_\_\_\_  
City Secretary

**After Recording Please Return To:**

City Secretary  
City of Red Oak  
PO Box 393  
Red Oak, Texas 75154

EXHIBIT "A"

10' X 10' UTILITY EASEMENT  
100 SQUARE FEET, OR 0.002 ACRES

BEING a tract of land situated in the John Nugent Survey, Abstract Number 796, City of Red Oak, Ellis County, Texas and being a portion of a called 14.738 acre tract of land described by Texas Special Warranty Deed to Red Oak Independent School District as recorded in Instrument Number 1923092 of the Official Public Records of Ellis County, Texas, and being more particularly described as follows;

COMMENCING at a 1/2 inch iron rod with cap stamped "RDS" found for on the south right-of-way of Harmony Way, a 80 foot right-of-way, for the northwest corner of Lot 1B, Block V of Harmony Amenity Center, an addition to the City of Red Oak, Texas as recorded in Cabinet H, Page 443 of the Plat Records of Ellis County, Texas and also being the beginning of a curve to the right;

THENCE with said curve to the right, along the north line of said Lot 1B, same being the south right-of-way of said Harmony Way, having a radius of 960.00 feet, a central angle of 31 degrees 12 minutes 36 seconds, an arc length of 522.93 feet, a chord bearing of North 73 degrees 44 minutes 58 seconds East, a distance of 516.49 feet to a 1/2 inch iron rod found for corner;

THENCE North 89 degrees 21 minutes 16 seconds East continuing along the north line of said Lot 1B, same being the the south right-of-way of said Harmon Way, a distance of 26.01 feet to a 1/2 inch iron rod found for the northeast corner of said Lot 1B, same being the northwest corner of said 14.738 acre tract;

THENCE North 89 degrees 21 minutes 16 seconds East along the north line of said 14.738 acre tract, same being the south right-of-way of said Harmony Way, a distance of 10.00 feet to a point for corner;

THENCE South 01 degrees 14 minutes 08 seconds East departing the north line of said 14.738 acre tract, same being the south right-of-way of said Harmony Way, and through the interior of said 14.738 acre tract, a distance of 10.00 feet to a point for corner;

THENCE South 89 degrees 21 minutes 16 seconds West continuing through the interior of said 14.738 acre tract, a distance of 10.00 feet to a point for corner on the west line of said 14.738 acre tract, same being the east line of said Lot 1B;

THENCE North 01 degrees 14 minutes 08 seconds West along the common line of said 14.738 acre tract and said Lot 1B, a distance of 10.00 feet to the POINT OF BEGINNING containing 100 square feet, or 0.002 of an acre of land.



*Brian J. Maddox*

Brian J. Maddox, R.P.L.S. No. 5430  
May 4, 2021



**teague nall & perkins**

820 Watters Creek Boulevard, Suite M300  
Allen, Texas 75013  
214.461.9867 ph www.tnpinc.com  
T.B.P.L.S. Firm No. 10194381

**LEGEND**

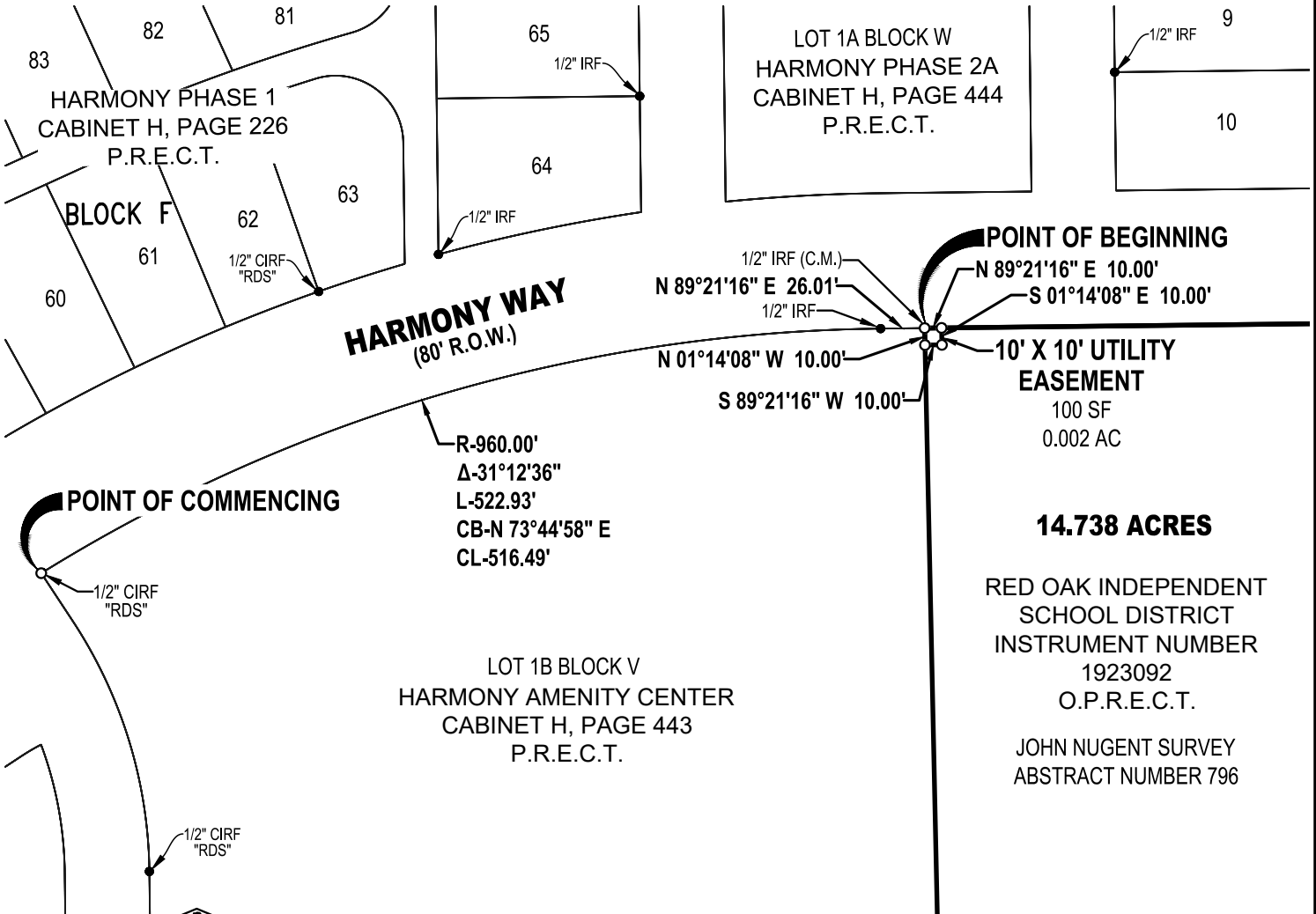
IRF - IRON ROD FOUND  
 CIRF - CAPPED IRON ROD FOUND  
 R.O.W. - RIGHT OF WAY  
 SF - SQUARE FEET  
 AC - ACRE  
 O.P.R.E.C.T. - OFFICIAL PUBLIC RECORDS  
 OF ELLIS COUNTY, TEXAS  
 P.R.E.C.T. - PLAT RECORDS OF ELLIS  
 COUNTY, TEXAS

**NOTES:**

1. BEARINGS ARE REFERENCED TO GRID NORTH OF THE TEXAS COORDINATE SYSTEM OF 1983 (NORTH CENTRAL ZONE 4202; NAD83(2011) EPOCH 2010) AS DERIVED LOCALLY FROM WESTERN DATA SYSTEMS CONTINUOUSLY OPERATING REFERENCE STATIONS (CORS) VIA REAL TIME KINEMATIC (RTK) SURVEY METHODS. ALL DISTANCES SHOWN ARE SURFACE DISTANCES USING A COMBINED SCALE FACTOR OF 1.000072449 (TxDOT FACTOR).
2. THIS EXHIBIT WAS PREPARED WITHOUT THE BENEFIT OF A TITLE COMMITMENT.



1" = 100'  
 SCALE IN FEET



**14.738 ACRES**

RED OAK INDEPENDENT  
 SCHOOL DISTRICT  
 INSTRUMENT NUMBER  
 1923092  
 O.P.R.E.C.T.

JOHN NUGENT SURVEY  
 ABSTRACT NUMBER 796



*Brian J. Maddox*

Brian J. Maddox, R.P.L.S., No. 5430  
 May 4, 2021

**EXHIBIT "A"**  
**10' X 10' UTILITY EASEMENT**  
 100 SF OR 0.002 AC

A TRACT OF LAND SITUATED IN THE JOHN NUGENT SURVEY, ABSTRACT NO. 796, CITY OF RED OAK, ELLIS COUNTY, TEXAS

PORTION OF A TRACT OF LAND TO RED OAK INDEPENDENT SCHOOL DISTRICT RECORDED IN INSTRUMENT NUMBER 1923082 OF THE OFFICIAL PUBLIC RECORDS OF ELLIS COUNTY, TEXAS

**teague nall & perkins**  
 820 Watters Creek Boulevard, Suite M300  
 Allen, Texas 75013  
 214.461.9867 ph www.tnpsc.com  
 T.B.P.L.S. Firm No. 10194381  
 Project No. RED 21151

Board Nomination of TASB Director Candidate

**Presented for:**

Board Action   X   Report/Review Only \_\_\_\_\_

**Supporting documents:**

None \_\_\_\_\_ Attached   X   Provided Later \_\_\_\_\_

**Contact Person:**

Brenda Sanford, Superintendent

**Background Information:**

Districts have the opportunity to nominate candidates from their own School Boards for the TASB Board of Directors. This year those individuals to be nominated are for Region 10, Position A. Any candidate in a contested race who receives endorsements from a majority of the District in the Region will automatically be elected to the position.

The current Director in Position A, Debbie Gillespie, Frisco ISD, has indicated that she will be seeking reelection. The term of this position is for three years beginning at the close of the 2021 Annual TASA/TASB Convention and expiring after Convention 2024.

**Fiscal Implications:**

N/A.

**Administrative Recommendation:**

Administration recommends the consensus of the Board in the nomination of a candidate for TASB Director Position A.



# TASB NOMINATION FORM

This is to serve as the nomination of a member of our local board to fill a position on the TASB Board of Directors.

### CANDIDATE INFORMATION

NAME: \_\_\_\_\_

SCHOOL DISTRICT: \_\_\_\_\_

CANDIDATE MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

Our school district's board of trustees understands:

1. *Expenses incurred for the candidate to attend the Nominations Committee interview will be the responsibility of the candidate's local school district.*
2. *The local board's nomination of one of its trustees shall be considered the district's endorsement for that Director position.*
3. *A TASB Director's attendance at regular TASB Board meetings is important.*
4. *Lodging and transportation expenses incurred by TASB Directors attending regular spring, summer and December Board meetings are reimbursed by the Association and transportation expenses and three nights' lodging incurred attending the Convention Board meeting are reimbursed by the Association.*

This nomination was approved by our board of trustees at a duly called meeting on \_\_\_\_\_.  
(Date)

\_\_\_\_\_  
Signature of board president or officer *(If candidate is the board president or officer, must be signed by another officer)*

PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

### WILLINGNESS TO SERVE (To Be Completed By the Candidate)

I, \_\_\_\_\_, confirm my willingness to serve, if elected, as a member of the TASB Board of Directors for Region \_\_\_\_\_, Position \_\_\_\_\_.

\_\_\_\_\_  
Signature of candidate

This form is to be used to nominate a member of your Local Board as a candidate to fill a position on the TASB Board of Directors.

**Must be received by TASB on or before June 30, 2021.**

**Interviews will be held at TASB Headquarters in Austin on September 10-11, 2021.**

**RETURN TO: E-mail: [boardcommunications@tasb.org](mailto:boardcommunications@tasb.org)  
FAX: 512.467.3554**



# TASB BOARD CANDIDATE BIOGRAPHICAL SKETCH

TODAY'S DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_ RESIDENCE PHONE: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ FAX NUMBER (if applicable): \_\_\_\_\_

We communicate with our Board members primarily via e-mail and the Internet. Please list your preferred active email address.

E-MAIL: \_\_\_\_\_

SCHOOL DISTRICT: \_\_\_\_\_

LOCAL TERM EXPIRES: \_\_\_\_\_ YEARS ON BOARD: \_\_\_\_\_  
(Month/year)

Upon expiration of current term on your local board, will you seek reelection?

Yes \_\_\_ No \_\_\_

BOARD POSITIONS HELD/DATES: \_\_\_\_\_  
\_\_\_\_\_

OCCUPATION: \_\_\_\_\_

CURRENT EMPLOYER: \_\_\_\_\_ Dates: \_\_\_\_\_

EDUCATION-HIGH SCHOOL: \_\_\_\_\_ COLLEGE: \_\_\_\_\_

OTHER EDUCATION: \_\_\_\_\_ DEGREES: \_\_\_\_\_

HOBBIES/SPECIAL INTERESTS: \_\_\_\_\_

BUSINESS/PROFESSIONAL/CIVIC GROUP MEMBERS (Offices held and dates): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ADDITIONAL COMMENTS (Use reverse side if additional space is required.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***Please attach a short bio and include a current picture in jpeg format.***

Additional Comments: (Use reverse side if additional space is required.)



# TASB BOARD CANDIDATE QUESTIONNAIRE

NAME: \_\_\_\_\_

SCHOOL DISTRICT: \_\_\_\_\_

POSITION: \_\_\_\_\_

I affirm that my board has approved my candidacy, and the Nominations Form has been submitted to TASB (or is included) as evidence.

1. What motivates you to serve on the TASB Board?

2. What contributions can you make?

3. Service as a TASB Director is a very rewarding experience, but it is a time-consuming endeavor. Please address your commitment to serve as a Director.

4. Please provide evidence of your leadership abilities.

5. If selected, what are some unique characteristics or perspectives you bring to the Board?

6. Describe the characteristics of a good board member. What are at least three or four behaviors of a good board member?



10. Additional information: What else would you like for us to know about you?

---

(Signature of candidate)

---

(Date)

This form is to be used by a candidate interested in filling a position on the TASB Board of Directors.

**Must be received by TASB on or before June 30, 2021.**

**Interviews will be held at TASB Headquarters in Austin on September 10-11, 2021.**

**RETURN TO: E-mail: [boardcommunications@tasb.org](mailto:boardcommunications@tasb.org)  
FAX: 512.467.3554**

## INSTRUCTIONS FOR TASB BOARD NOMINATIONS

### About the TASB Board of Directors

The TASB Board of Directors is charged with carrying out directives established by the Delegates at the Delegate Assembly. The individual Director is expected to attend four Board meetings a year, with one of the meetings being at the same time as the annual TASA/TASB Convention. In addition, the Director will be asked to serve on a standing committee that will meet, as needed, in conjunction with Board meetings. The Director should be a capable, experienced school board member who can assist in providing the Association with outstanding leadership.

### How to Nominate a Candidate to the TASB Board

To nominate an individual from your local school board, please complete the following attached forms:

- A. Active member's nomination and candidate's willingness to serve
- B. Candidate biographical sketch
- C. Candidate questionnaire

**The completed materials must be received by TASB no later than Wednesday, June 30, 2021.** Nominations that do not meet the deadline cannot be accepted.

TASB will e-mail the nominated individual and the superintendent a confirmation that the forms have been received. If an acknowledgment is not received, contact Lysa Hoelscher at **800.580.8272, extension 2976, or [lysa.hoelscher@tasb.org](mailto:lysa.hoelscher@tasb.org)**.

### The Next Steps

By July 3, a list of all candidates running for the position will be posted on the TASB website.

The candidate endorsement process runs Saturday, July 3–Tuesday, August 31, 2021. During this time, Active Members may endorse one nominated individual from their TASB regions. If a majority of the Active Members of a region endorse a candidate, that individual will be elected to the TASB Board. If at least 25 percent, but not a majority, of the Active Members of a region endorse a candidate, that individual will be included on the official ballot at the TASB Delegate Assembly.

The Nominations Committee will meet Friday, September 10–Saturday, September 11, at TASB Headquarters in Austin to interview candidates and develop a slate of nominees for the Delegate Assembly. The nominated individual will be notified of the time for the interview. Expenses incurred, including lodging and transportation, for the interview are the responsibility of the individual or his or her school district.

If you have questions or need further information, please contact Lysa Hoelscher at **800.580.8272, extension 2976, or [lysa.hoelscher@tasb.org](mailto:lysa.hoelscher@tasb.org)**.

We appreciate your participation in this nomination process.

Excerpt from the Bylaws of the  
**TEXAS ASSOCIATION OF SCHOOL BOARDS, INC.**  
*(as last amended on September 29, 2018)*

ARTICLE VI. BOARD OF DIRECTORS

SECTION 1. ASSOCIATION REGIONS.

The Association Regions shall correspond to the ESC region boundaries.

SECTION 2. QUALIFICATIONS, NOMINATION, ENDORSEMENT, AND ELECTION OF DIRECTORS.

A. Each voting Director shall be a trustee of the governing board of a school district that is an Active Member, except as provided below:

- (1) The President and the Immediate Past President, and
- (2) The ESC ex officio Director, in accordance with Article VI, Section 4F.

B. No Active Member shall have more than one candidate running for a Director position, even if more than one Director position is subject to an expiring term or vacancy within the Active Member's Region. No person shall be a candidate for more than one Director position.

C. For purposes of this section, an Active Member school district with an Average Daily Attendance (ADA) meeting the requirements of Article VI, Section 4C(1) shall be treated as an Association Region and referred to in these Bylaws as a Large District.

D. Nominations and endorsements shall be accepted in accordance with the following requirements, in chronological order within the timeframes and deadlines set out in Board policy:

(1) Active Members in any Association Region in which there are expiring terms or vacancies in Director positions shall be notified, by the date established through Board policy, that the Active Member may nominate one of its trustees as a candidate for a Director position in which the term is expiring or a vacancy exists within the Active Member's Region.

(2) The Nominations Committee's chair, or designee, shall have received the following in writing in the Austin office of the Association by the deadline established through Board policy:

(a) The Active Member's nomination, in such form as required by the Association, which shall include a verification by the Active Member's board president or other board officer as to the date of board action; and

(b) Candidate information required by the Association, which shall include (i) the candidate's written confirmation of his or her intent to be nominated as a candidate and willingness to serve

if elected, (ii) biographical information, and (iii) responses to the questionnaire(s) developed by the Association.

(3) A listing of all candidates running for Director positions shall be sent to the superintendent and board president of each Active Member in each Association Region in which there are any expiring terms or vacancies in Director positions by the date established through Board policy. The candidate listing shall also be posted on the Association's Web site. Candidates, Directors, Delegates, and Active Members shall be subject to any campaign protocols or regulations established through Board policy.

(4) Active Member endorsements of candidates shall be received in the Austin office of the Association by the deadline established through Board policy in order for such endorsements to be considered. An Active Member may endorse only one candidate for each open Director position within its Association Region. Only candidates who have complied with the requirements of Article VI, Section 2D(2), may be endorsed. Endorsements adopted by an Active Member before the Association sends the list of candidates pursuant to Article VI, Section 2D(3), or endorsements that are not on the endorsement form provided by the Association in a given year shall not be accepted. An Active Member's nomination of one of its trustees [Article VI, Section 2D(2)] shall be considered the Active Member's endorsement for that Director position.

(5) If a majority of the Active Members in an Association Region endorses the same candidate, that candidate shall be elected to the Director position and shall take office at the completion of the final official session of the annual convention during the year in which the Director was elected.

(6) If no candidate receives endorsements from a majority of the Active Members in the candidate's Association Region [Article VI, Section 2D(4)], the official annual Delegate Assembly list of nominees shall include the following:

(a) Candidates nominated by the Nominations Committee [Article VIII, Section 2H] and

(b) Candidates receiving endorsements from at least 25 percent but less than a majority of the Active Members in an Association Region.

(7) Thereafter nominations may be made by the candidate's Delegate, provided the following conditions are met:

(a) The candidate's nomination was submitted in compliance with Article VI, Section 2D(2),

(b) The candidate interviewed with the Nominations Committee, unless the Committee waived the need for an interview based on criteria set out in Board policy, and

(c) The candidate's intent and consent to run for the position by this alternate means is received in the Austin office of the Association five days prior to the annual Delegate Assembly.

E. Except for a Director position filled in accordance with Article VI, Section 2D(5), the official annual Delegate Assembly list of nominees shall be prepared by the Nominations Committee as

provided in these Bylaws [Article VIII, Section 2I]. The election shall comply with these Bylaws and any rules and procedures adopted by the Delegate Assembly at the start of the meeting. Such rules and procedures may allow uncontested nominees to be deemed elected without a vote.

F. If there is more than one nominee for a Director position, the nominee receiving the majority of the votes of the Delegates present and voting shall be elected. If no nominee receives a majority vote of the Delegates, a run-off election shall be conducted between the two nominees receiving the greater numbers of votes, and the election shall be repeated for that position as many times as necessary to obtain a majority.

SECTION 3. DUTIES. The Board shall supervise, control, and direct affairs of the Association in accordance with the Articles of Incorporation, Bylaws, beliefs, and Advocacy Agenda approved by the annual Delegate Assembly. The Board shall:

- A. Actively promote the mission, beliefs, and purposes of the Association.
- B. Adopt the Association's budget and have discretion in the disbursement of the Association's funds.
- C. Receive any devise, bequest, donation, or otherwise, either real or personal property, or both, and hold the same absolutely or in trust, and invest, reinvest, and manage the same, and apply said property and the income arising there from to the mission, beliefs, and purposes of the Association.
- D. Establish such Board policies, as it deems appropriate in fulfilling its responsibilities under these Bylaws.
- E. Appoint such agents as it may consider necessary.

SECTION 4. COMPOSITION.

A. The Association's governing body shall be composed of Directors from Large Districts or Association Regions. No Active Member shall have more than one individual serving on the Board.

B. All Directors shall represent their respective Association Regions, except the President, President-Elect, and the Immediate Past President.

C. By virtue of student enrollment, individual Active Members or Association Regions may be eligible for a Director position as follows:

(1)(a) Not more than 14 Active Members shall be entitled to Large District Director positions. To qualify for a Large District Director position, the Active Member shall have had at least 1.25 percent of the total state ADA for two consecutive years. If more than 14 Active Members qualify for Large District Director positions under this provision, the 14 Active Members with the largest ADA shall qualify.

(b) If the Active Member's ADA falls below 1.25 percent of the total state ADA for two consecutive school years, or if an Active Member has qualified for a Large District Director position and that Active Member is no longer one of the 14 school districts with the ADA required under Article VI, Section 4C(1)(a), the Active Member's entitlement to a Large District Director position shall end with the expiration of the current representative's term.

(2)(a) An Association Region shall be entitled to Regional Director positions for each 4.25 percent or fraction thereof of the total state ADA contained within the Association Region for two consecutive years, and after the ADA of each Active Member qualifying for a position by virtue of Article VI, Section 4 C(1), has been subtracted. Notwithstanding the foregoing, an Association Region shall be entitled to no more than three Regional Director positions.

(b) If an Association Region becomes entitled to multiple positions by this provision and, subsequently, for two consecutive years, fails to sustain sufficient ADA for the entitlement, a Regional Director position shall be eliminated as follows:

- i. If a vacancy exists in the Regional Director position, that position shall be eliminated, or
- ii. If there is more than one vacancy in the Regional Director positions, the vacant position with the first expiring term shall be eliminated, or
- iii. If there is no vacancy in the Regional Director positions, the existing position with the first expiring term within the Region shall be eliminated at the end of that term, or
- iv. If there is no vacancy and more than one Regional Director position having the first expiring term in the same year, the position being held by the individual with the least tenure as a Regional Director shall be eliminated at the end of that term, or
- v. If there is no vacancy and more than one Regional Director position having the first expiring term in the same year and being held by individuals with the same tenure, there shall be a drawing of lots to determine which Regional Director position shall be eliminated at the end of the term.

D. All calculations under this section shall be based on ADA data furnished by the Texas Education Agency available as of April 1 preceding the annual Delegate Assembly.

E. The Executive Director shall be a nonvoting ex officio Director and shall not be counted in the quorum of the Board.

F. The ESC boards shall be represented by one voting ex officio Director selected by a process and for a term prescribed by guidelines established by the ESC boards, but shall not be counted in the quorum of the Board.

## SECTION 5. DURATION OF OFFICE.

- A. The term of office of each Director shall be three years and shall begin at the completion of the final official session of the annual convention during which the Director was elected by the annual Delegate Assembly.
- B. Terms of Directors shall be staggered to allow, to the extent possible, for the election of one-third of the Directors each year. New Director positions shall be assigned to terms to retain this balance; however, if this is not possible, the assignment of terms shall be decided by drawing of lots.
- C. Upon election to a three-year term, a Director may be reelected to no more than three additional terms. For purposes of determining a Director term limit, service time attaches to the individual and not the Association Region with which the Director is associated.
- D. Upon election or succession to the office of President-Elect, the Director position previously held shall be declared vacant and a successor elected, except as provided in Article VI, Section 4A. Once elected President-Elect, the term limit that applies to a Director position shall no longer apply and shall not prevent the individual from completing the term of one year as President-Elect, one year as President, and one year as Immediate Past President.

## SECTION 6. RESIGNATION AND REMOVAL.

- A. A Director may resign by submitting a letter of resignation to the President. The resignation shall become effective upon receipt by the President.
- B. A Director who is absent from three consecutive regularly scheduled Board meetings or from three consecutive regularly scheduled standing committee meetings may be removed from the Director position by a majority vote of all of the Directors. A Large District Director removed pursuant to this section shall be ineligible to serve for the remainder of the term to which the Director was elected.
- C. Any Director may be removed by a two-thirds vote of the Board when, in the Board's judgment, the best interests of the Association would be served by removal.

## SECTION 7. MEETINGS.

- A. A Board year or annual period commences at the official close of the annual convention and ends after the same event in the next year. The Board shall hold at least four regular meetings that shall be spread throughout the year, with one taking place during the summer and the last meeting taking place during the week of the annual Delegate Assembly. The Executive Committee of the Board shall determine the dates and locations of the meetings for the upcoming Board year and report the meeting schedule to the Board before the Board year commences. The Board also shall be given 30 days' notice before each regular meeting by electronic means, or by any other means accessible to the Directors.

B. Additional meetings of the Board may be called by the President or by the written request of a majority of the Board, provided that a written notice is sent to each Director at least 10 days before the meeting.

C. A meeting of the Board or a committee may be conducted in person or by alternate means, such as teleconference, videoconference, the Internet, or any other means by which each participant can communicate with all other participants.

#### SECTION 8. QUORUM AND VOTING.

A. A quorum shall consist of a majority of the Board.

B. Unless otherwise specifically provided by these Bylaws, a majority vote of those present and voting shall govern. No proxy voting shall be permitted.

C. Any action required to be taken at a meeting of Directors, or any action which may be taken at a meeting of the Directors or any committee, may be taken without a meeting if a consent in writing, setting forth the action to be taken, shall have been signed or executed by the number of Directors or committee members as would be necessary to take that action at a meeting at which all of the Directors or members of the committee were present and voted. The Board, by policy or resolution, may increase the number of votes required for an action taken by written consent. A written consent shall be signed or executed and dated by each Director or committee member, and consent may be provided in multiple counterparts. Directors or committee members may provide written consent by facsimile, email (from the email address of record), or any other form of writing which comes from the Director or committee member.

SECTION 9. VACANCIES. By majority vote of those present and voting, the Board may fill vacancies that occur in Director positions by electing an individual to fill the vacancy until the next annual Delegate Assembly, in accordance with Board policy. At that time, a candidate shall be elected by the annual Delegate Assembly to fill the unexpired term in accordance with Article VI, Section 2D.

**Texas Association of School Boards  
Board of Directors Nominations—Frequently Asked Questions**

**1. *Who elects the TASB Board of Directors?***

The general governing body of TASB is the Delegate Assembly, which meets each fall on the Saturday of the TASA/TASB Convention. One of the responsibilities of the Assembly is to elect the TASB Board of Directors (TASB Board).

**2. *Who makes up the Delegate Assembly?***

Each Active Member is eligible to designate a Delegate and Alternate from the local board to represent the board's interests at the Delegate Assembly. Either the Delegate or the Alternate, whichever is present on the floor, is the Active Member's voting representative. Members of the TASB Board and the four Legislative Advisory Council members on the TASB Legislative Committee also are voting representatives on the Assembly floor by virtue of their positions.

**3. *What is an Active Member of TASB?***

Active Members are local public school boards and education service center boards that have paid current annual dues.

**4. *What is the composition of the TASB Board?***

The 42-member TASB Board is composed of the President, the President-Elect, the Immediate Past President, and members from the 20 TASB Regions, which follow the boundaries of the education service centers. These Directors are elected to staggered three-year terms, with the exception of the President-Elect, President, and Immediate Past President who serve one-year terms in each position. An education service center representative also is a member of the TASB Board, serving as a voting *ex officio* member.

**5. *What are the responsibilities of the TASB Board?***

The TASB Board actively promotes the purposes of the Association, oversees its fiscal affairs, and establishes Board policies.

**6. *How are TASB Board positions determined, and why do some TASB Regions have more than one representative?***

Representation on the TASB Board is determined by state average daily attendance (ADA). Calculations to determine Board positions are completed each April with ADA data furnished by the Texas Education Agency. The TASB Board has two types of positions: large district and regional.

- a. **Large District Members**—An Active Member with at least 1.25 percent of the total state ADA is entitled to a large district position on the TASB Board. Currently, 10 districts qualify as large district members: Aldine ISD, Austin ISD, Cypress-Fairbanks ISD, Dallas ISD, Fort Bend ISD, Fort Worth ISD, Houston ISD, Katy ISD, North East ISD, and Northside ISD-Bexar County.
- b. **Regional Members**—Each of the 20 TASB Regions have a regional member on the TASB Board. However, a TASB Region will gain another position for each 4.25 percent, or fraction thereof, of the total state ADA after subtracting the ADA of each large district member.

**7. *Does a TASB Director have to be a member of a local school board?***

Yes, Directors of the TASB Board must be a member of a local school board that is an Active Member of TASB. Except in the case of the President and the Immediate Past President, a Director of the TASB Board who ceases to be a local school board member automatically vacates his or her position on the TASB Board. The TASB President must be a member of a local board at the time of succession to the office.

**8. *How do districts know when to nominate an individual for a position on the TASB Board?***

On or before April 30, the board president, superintendent and superintendent secretary of each Active Member will be notified that a vacancy or expiring term exists for a position in the Active Member's TASB Region. This information also will be posted on the TASB website.

**9. *How does an Active Member nominate an individual?***

Active Members have until June 30 to place the name of a local board member in nomination for a position. A nomination is accepted when the following completed nominations forms, provided by the Association, are received by TASB:

- (1) Form A, Active Member's Nomination and Willingness to Serve form
- (2) Form B, Candidate's Biographical Sketch
- (3) Form C, Candidate's Questionnaire

The nomination requires local board action, and Form A must be signed by the board president or other board officer and include the date of board action and the candidate.

Once these materials are received, the board president, candidate, and superintendent will receive an e-mail acknowledging the candidacy, along with information regarding the interview with the TASB Nominations Committee.

**10. Can an Active Member nominate more than one individual for a position?**

No.

**11. Can an individual be a candidate for more than one position?**

No.

**12. What is the endorsement period, and how does an Active Member endorse a nominated individual?**

The endorsement period is open July 3–August 31 and is an opportunity for regions to support, or even elect, a candidate nominated to the TASB Board.

During the endorsement period, an Active Member may endorse the candidacy of a nominated individual from another board within their TASB Region. Active Members must use Form D, Endorsement Form, provided by the Association.

It is important to note that TASB Bylaws require local board action for endorsements. Also, the Nominations Committee cannot accept endorsements acted on before July 3 or those not on the form provided by the Association (Form D, Endorsement Form). Completed endorsement forms must be received in TASB Headquarters on or before August 31.

If a majority of Active Members in an Association Region endorse the same candidate, that candidate is elected to the TASB Board and will take office at the completion of the final official session of the TASA/TASB Convention. If more than 25 percent of Active Members in a Region endorses the same candidate, that candidate will be placed on the slate of nominees presented to the Delegate Assembly.

**13. How can candidates contact Active Members in their TASB Regions for endorsements?**

Upon request, TASB will provide a mailing list to candidates, at no charge.

**14. How are vacancies on the TASB Board filled throughout the year?**

The TASB Board can fill vacancies that occur during the year. The board president and superintendent of each Active Member within the affected Region will be notified about the vacancy and the process for nominations. The Nominations Committee will interview all candidates and make a recommendation to the TASB Board. The TASB Board will elect an individual to fill the vacancy until the next Delegate Assembly.

**15. What is the TASB Nominations Committee, and what is the committee's role in the Delegate Assembly election process?**

The TASB Nominations Committee is composed of Directors on the TASB Board. Eleven

committee members and nine alternates are elected by the Board annually. In the election of the committee, the Board considers school district size, geographic location, wealth per student, and other factors, such as gender and ethnicity.

The Nominations Committee meets prior to the Delegate Assembly to interview nominated individuals in Director races that have not been elected by endorsement by the Regions. The Committee prepares a slate of Director nominees by selecting one or more candidates for each open position.

If a Director candidate has received endorsements from a majority of the Active Members in the TASB Region, that individual is automatically elected to the position and will take office after the final Convention session in the year elected.

If no Director candidate has received a majority of the endorsements, the slate of nominees will include the committee's nominees and also will list any nominated individuals who have received endorsements from at least 25 percent, but less than a majority, of the Active Members within their TASB Region.

**16. *Who pays the nominated individual's expenses incurred in attending the interview with the Nominations Committee?***

The candidate's local board typically pays. This is not a TASB expense.

**17. *Can someone still run for TASB Director if he or she is not chosen by the Nominations Committee and has not received endorsements from at least 25 percent of the Active Members?***

Yes. Even if a candidate was not selected as a nominee by the Nominations Committee or did not receive at least 25 percent of the endorsements from his or her region, he or she may still run for a Director position on the TASB Board through the delegate nomination process.

A delegate nomination may be made by the candidate's Delegate, provided the following conditions are met: (a) the candidate's completed nomination materials had been submitted to TASB Headquarters by June 30, (b) the candidate interviewed with the Nominations Committee, and (c) the candidate's intent and consent to run for the position by this alternate means is received in TASB Headquarters at least five days before the annual Delegate Assembly.

**18. *When are Active Members notified of the official slate of Director and Officer nominees?***

The nominations slate of nominees is sent to all Active Members as soon as feasible after the August 31 deadline for Director candidate endorsements and prior to Delegate Assembly.

Officer nominees are selected by the TASB Board at the Summer Board Meeting.

**19. *What happens if a nominee is unable to serve?***

The Nominations Committee, at the call of its chair, will select an alternate Director nominee; and the TASB Board, at the call of its President, will select an alternate Officer nominee. Active Members and their Delegates will be notified of the amended report of the Nominations Committee as soon as feasible, but no later than the opening of the Delegate Assembly.

**20. *Can candidates in contested races campaign for Delegate votes?***

Yes, within certain limit, candidates in contested races can campaign for Delegate votes.

- a. *Distribution of Materials***—Candidates are permitted to place a one page biographical document on the Delegate tables prior to start of the Assembly.
- b. *Solicitation of Votes***—Candidates are prohibited from soliciting votes in the vicinity of the Delegate Assembly Hall and at the TASB Board meeting. Other than that, candidates are not prohibited from campaigning elsewhere.
- c. *Campaigning at the Delegate Assembly itself***—Aside from distributing a one-page biographical flier, candidates are prohibited from soliciting votes from Delegates outside of the Assembly hall, at the entrance to the hall, or on the floor of the Assembly.

**21. *Will nominees be allowed to speak at the Delegate Assembly?***

Yes, speeches are allowed in contested races and each nominee is given three minutes, in accordance with the standing rules adopted by the Assembly. Contested nominees speak in alphabetical order for each position; however, the recommended nominee speaks last.

**22. *At the Delegate Assembly, do Delegates cast their vote for all positions or just those within their TASB Region?***

All Delegates of the Assembly may cast a vote in each contested position.

**23. *How are votes cast, tallied, and reported?***

Voting is done by electronic keypads. The Teller Committee supervises the voting and certifies the accuracy of the counts. The Teller Committee Chair reports the results to the Assembly.

**24. *How is the Teller Committee selected?***

The TASB President appoints Delegates to serve on the Delegate Assembly Teller Committee. A Delegate from an Active Member that has a nominee on the slate is ineligible to serve on the Teller Committee.

**25. How are the winners determined?**

The nominee receiving the majority of the votes of the Delegates present and voting shall be elected. If no nominee receives a majority, a run-off election shall be conducted between the two nominees receiving the greater number of votes, and the election shall be repeated for that position as many times as necessary to obtain a majority.

**26. When do the terms of newly elected Directors and Officers begin?**

The newly elected Directors and Officers (including those Directors elected by endorsement within their regions) begin serving their terms at the end of the final official session of the Convention.

**27. When does the TASB Board meet?**

The TASB Board meets four times a year (December, spring, summer, and Convention).

**28. Who pays the Director's expenses to attend meetings?**

In accordance with TASB Board Policy, TASB will reimburse Directors for the following expenses:

1. Expenses incurred while attending the regular December, Spring, and Summer TASB Board Meetings.
2. Transportation expenses and three nights' lodging expenses incurred by Directors attending the regular Convention Board Meeting held in conjunction with the TASA/TASB Convention.
3. Expenses incurred while attending any other meetings of the TASB Board or standing committees.

**29. Whom do I contact for more information?**

Contact Lysa Hoelscher at 800.580.8272, extension 2976 or [lysa.hoelscher@tasb.org](mailto:lysa.hoelscher@tasb.org).



## MONTHLY BOARD REPORT ATHLETICS

**Date: April 2021**

### **Current Sports:**

ROHS Softball finished the regular season with a 16-5 record. The varsity won the 14-5A district championship and have advanced to the UIL playoffs.

ROHS Baseball finished the season with a 11-15-2 record. The varsity team finished fifth in district 14-5A play.

ROHS Track and Field had 27 student athletes qualify for the 5A Region 2 Area and Regional Track Meet.

### **Current Projects:**

Reviewing the ROISD Extracurricular Code of Conduct for possible updates

Setting dates and preparing materials for required UIL training for coaches

Preparing summer camps and summer strength and conditioning information

Reviewing booster club guidelines and expectations

Interviewing potential coaches for the 2021-2022 school year

### **Important Upcoming Dates:**

May 6-8 - 5A State Track Meet at University of Texas at Austin

May 17 - Spring Football Game at Goodloe Stadium

May 20-21 - 5A State Tennis Tournament at College Station

June 2-5 - 5A State Tournament for Softball

June 3 - Summer Strength and Conditioning Workouts Begin

June 11-13 - 5A State Tournament for Baseball



**BOARD REPORT**  
**EASTRIDGE ELEMENTARY SCHOOL**

**Date: May 2021**

**Enrollment Data**

<b>GRADE LEVEL</b>	<b>TOTAL STUDENTS</b>	<b>REMAINING SPOTS</b>
PK	15	29
KINDERGARTEN	68	20
1 <sup>ST</sup> GRADE	61	5
2 <sup>ND</sup> GRADE	72	16
3 <sup>RD</sup> GRADE	75	13
4 <sup>TH</sup> GRADE	62	4
5 <sup>TH</sup> GRADE	87	1



**MY CAMPUS EXHIBITED ACADEMIC READINESS BY:**

- Teachers in grades 3-5 have planned a STAAR review to help prepare students for STAAR.
- Grade levels met to review failure reports from the 5th six weeks. Teachers created individual intervention plans to try to assist students who need additional interventions.
- Second grade started a 3<sup>rd</sup> grade Boot Camp to engage students in learning and gearing up for the next grade.

**MY CAMPUS SHOWED THE IMPORTANCE OF SHOWING APPRECIATION BY:**

- Students wrote about their parents and a Parent of the Year was selected for Eastridge.

**MY CAMPUS DEMONSTRATED HOW HAWKS UNITE BY:**

- Kindergarten and PK Registration for next school year began.

**MY CAMPUS DID A GREAT JOB IN THE AREA OF:**

- Administrators and the counselor did goal setting with 3<sup>rd</sup>-5<sup>th</sup> grade students. Students set personal goals.



**BOARD REPORT**  
**RED OAK ELEMENTARY SCHOOL**

**Date: May 4, 2021**

**Enrollment Data**

<b>GRADE LEVEL</b>	<b>TOTAL STUDENTS</b>	<b>REMAINING SPOTS</b>
PK	18	26
KINDERGARTEN	74	14
1 <sup>ST</sup> GRADE	69	19
2 <sup>ND</sup> GRADE	89	-1
3 <sup>RD</sup> GRADE	71	17
4 <sup>TH</sup> GRADE	102	8
5 <sup>TH</sup> GRADE	104	16
TLC	21	
ECSE	26	



### **MY CAMPUS EXHIBITED ACADEMIC READINESS BY:**

- 5<sup>th</sup> grade ELAR teachers are collaborating with staff across the campus to support our 5<sup>th</sup> graders in preparations for STAAR. Mrs. Hartman, Mrs. Moten and Mrs. Garza have helped support our students in pushing for growth in Reading.

### **MY CAMPUS SHOWED GROWTH BY:**

- Our 1<sup>st</sup> grade has filled their grade level pod with excellent examples of student work and growth in writing. Students have shown a lot of strengths in their writing growth this school year.

### **MY CAMPUS SHOWED HOW TO COMMUNICATE/THE IMPORTANCE OF COMMUNICATION BY:**

- ROE is proud to have our Hawk News Crew. Students in 5<sup>th</sup> grade have served this semester in one-month assignments. Students present the pledges, celebrate student success and make general announcements each morning to begin our day.
- ROE has started attendance school after school to support some of our students needing to make up days. Our attendance committee reviewed attendance concerns taking COVID into consideration and other extenuating circumstances. Parents have received communication on absences through Skyward and mailed letters.

### **MY CAMPUS DID A GREAT JOB IN THE AREA OF:**

- ROE hosted a family night. We had almost 200 students attend with families. Despite a little rain, families still connected with teachers and staff. Staff shared tips for summer work to continue growth in Reading and Math.



**BOARD REPORT**  
**RUSSELL P. SCHUPMANN ELEMENTARY SCHOOL**

Date: May 2021

**Enrollment Data**

GRADE LEVEL	TOTAL STUDENTS	REMAINING SPOTS	BIL TOTAL STUDENTS	BIL REMAINING SPOTS
PK	19	3	8	14
KINDERGARTEN	71	-5	17	5
1 <sup>ST</sup> GRADE	67	-1	18	4
2 <sup>ND</sup> GRADE	79	9	11	11
3 <sup>RD</sup> GRADE	71	17	12	10
4 <sup>TH</sup> GRADE	72	16	9	13
5 <sup>TH</sup> GRADE	84	-9	6	19



**MY CAMPUS EXHIBITED ACADEMIC READINESS BY:**

- Ongoing data analysis, PLC meetings, and learning opportunities will continue throughout the month of May.
- Identified staff members are completing Reading Academy training to improve knowledge, skills, and support in the area of reading.
- In 3-5, STAAR prep groups are formed to provide students with small group instruction and additional support as needed.

**MY CAMPUS SHOWED GROWTH BY:**

- Grade level plans for STAAR preparation and primary literacy are being implemented.
- Progress monitoring to track student growth is scheduled and analyzed consistently.

**MY CAMPUS SHOWED RESILIENCE BY:**

- Our Professional Learning Communities (PLC) are focusing on the four critical questions centered around student learning.
- Each month a long-range plan for PLC and LO meetings is developed to support the alignment of instruction, assessments, and tools for ongoing growth of our students and teachers.

**MY CAMPUS SHOWED TENACITY BY:**

- Goal setting is a common practice at RPS for teachers and students. We continue to strive to meet our goals for the campus and individually.

**MY CAMPUS SHOWED RESPECT FOR OTHERS BY:**

- Following the school-wide discipline program that focuses on the concept of REACH (Respect, Encourage, Appreciate, Communicate, Honor) to provide our students with structure and awareness.

**MY CAMPUS SHOWED THE IMPORTANCE OF ENCOURAGEMENT BY:**

- Students and staff members are able to give shout outs through anchored and excellence moments. We also encourage each other through positive bombardments of appreciation messages.
- The House System has been established to promote a positive culture and climate for all students and staff. Points are given through DOJO to help encourage students academically and behaviorally.

- We highlight students each week and have house competitions to increase student engagement and motivation.

**MY CAMPUS SHOWED THE IMPORTANCE OF SHOWING APPRECIATION BY:**

- Anchored in Excellence Awards and moments are announced and celebrated throughout the month.
- A virtual assembly will be conducted each six weeks to highlight our students.
- Positive referrals for students and other incentives to promote positive behavior across the campus are implemented at RPS.
- House competitions help to increase the competitive spirit for academics and behavior across the campus.

**MY CAMPUS SHOWED HOW TO COMMUNICATE/THE IMPORTANCE OF COMMUNICATION BY:**

- Campus-wide DOJO is used to communicate with parents, provide classroom incentives, collect data for RTI and campus review.
- LMS platforms are used for communication of activities, assignments, assessments, and messaging information (Seesaw and Google Classroom).
- The Campus has utilized Facebook, Twitter, Dojo, phone blasts, and email blasts to communicate school-wide information to parents.

**MY CAMPUS SHOWED THE IMPORTANCE OF SHOWING HONOR BY:**

- The campus will choose a Heart of the Teacher for the month of May.
- A teacher and student of the month will also be chosen to honor individuals that go over and beyond each day.
- RPS celebrated specified staff members for appreciation weeks.

**MY CAMPUS DEMONSTRATED LEGACY THROUGH SERVICE BY:**

- The campus will continue highlighting acts of service demonstrated by teachers and students on our social media page and through our campus newsletter.
- Communicating with parents on a regular basis through student folders, calendars, newsletters, and lesson plans on teacher learning platforms systems, DOJO and positive phone calls.



**BOARD REPORT**  
**DONALD T. SHIELDS ELEMENTARY SCHOOL**

**Date: May 2021**

**Enrollment Data**

<b>GRADE LEVEL</b>	<b>TOTAL STUDENTS</b>	<b>REMAINING SPOTS</b>
PK	16	3 morning, 3 afternoon
KINDERGARTEN	67	-1
1 <sup>ST</sup> GRADE	75	11
2 <sup>ND</sup> GRADE	73	15
3 <sup>RD</sup> GRADE	89	21
4 <sup>TH</sup> GRADE	86	2
5 <sup>TH</sup> GRADE	89	N/A (22 per class at this time, no cap)



**MY CAMPUS DEMONSTRATED HOW HAWKS UNITE BY:**

A team of teachers have worked together to enhance our SPED program, and students have shown incredible growth thanks to our strong support team!

**MY CAMPUS EXHIBITED ACADEMIC READINESS BY:**

Over 20 staff members volunteered to learn over the weekend and participated in an ESL training over Learning Strategies the past two Saturdays!

**MY CAMPUS SHOWED GROWTH BY:**

Developing a plan for STAAR test online. This is new and a very different way of thinking for staff and students alike, and our team has worked together to come up with a plan to lead our students towards success.

**MY CAMPUS SHOWED THE IMPORTANCE OF SHOWING APPRECIATION BY:**

The Shields PTA teamed with campus administration to plan lovely gifts and treats for all staff members this week in honor of Teacher Appreciation Week. We also celebrated our wonderful Custodian, Mrs. Desirae, as the Auxiliary Professional of the year.



**BOARD REPORT**  
**H. A. WOODEN ELEMENTARY SCHOOL**

**Date: May 2021**

**Enrollment Data**

<b>GRADE LEVEL</b>	<b>TOTAL STUDENTS</b>	<b>REMAINING SPOTS</b>
PK	AM-13 PM-10	AM-9 PM-12
KINDERGARTEN	41 Bilingual-12	25 Bilingual-10
1 <sup>ST</sup> GRADE	65 Bilingual-19	23 Bilingual-3
2 <sup>ND</sup> GRADE	63 Bilingual-15	3 Bilingual-7
3 <sup>RD</sup> GRADE	52 Bilingual-19	14 Bilingual-3
4 <sup>TH</sup> GRADE	61 Bilingual-21	27 Bilingual-1
5 <sup>TH</sup> GRADE	65 Bilingual-18	1 Bilingual-4



**MY CAMPUS EXHIBITED ACADEMIC READINESS BY:**

- Students are working toward our STAAR celebration by giving their best daily in class. Students earn points for attendance, participation, and growth. At the end of the year we will celebrate their hard work in all grade levels.

**MY CAMPUS SHOWED GROWTH BY:**

- Students have been taking Map Reading and Map math assessments and many are showing significant growth from the beginning of the year.

**MY CAMPUS SHOWED THE IMPORTANCE OF SHOWING APPRECIATION BY:**

- Students recognized their parents/caregivers by writing them notes of appreciation. Wooden also recognized their parent volunteer of the year.
- Wooden staff and students showered Mrs. Wilson and Mrs. Santoyo with gifts and letters of appreciation for Administrative Assistant Day.

**MY CAMPUS SHOWED HOW TO COMMUNICATE/THE IMPORTANCE OF COMMUNICATION BY:**

- We continue to communicate with parents weekly with important information in a campus newsletter and grade level newsletters.

**MY CAMPUS SHOWED THE IMPORTANCE OF SHOWING HONOR BY:**

- We held our 5th six weeks Wooden Warrior ceremony honoring our students that show grit, respect and encouragement, and put others before themselves.
- We recognized the House of Grit for earning the most house points for the 5<sup>th</sup> six weeks. Students in the House of Grit received a special treat.

**MY CAMPUS DEMONSTRATED LEGACY THROUGH SERVICE BY:**

- Students at Wooden participated in Kindness Week by being challenged with a kindness gesture each day.

**MY CAMPUS DID A GREAT JOB IN THE AREA OF:**

- Mrs. Santoyo and several para professionals have done an outstanding job of getting PK and KG students enrolled and language tested. We love welcoming our new Hawks!



**BOARD REPORT**  
**RED OAK MIDDLE SCHOOL**

Date: May 2021

<b>Grade Level</b>	<b>Asynchronous</b>	<b>In-Person</b>	<b>Total Students</b>
6 <sup>th</sup> Grade	121 Students	366 Students	487
7 <sup>th</sup> Grade	124 Students	419 Students	543
8 <sup>th</sup> Grade	97 Students	400 Students	497

**Total: 1,527**



**MY CAMPUS EXHIBITED ACADEMIC READINESS BY:**

- All students that have failed any 6 weeks and have not completed Credit Recovery were or have been assigned to Saturday School to come and work on their Credit Recovery.

**My Campus SHOWED HOW HAWKS UNITE By:**

- Several teachers from different grade levels and different contents have been volunteering to help with our Credit Recovery Saturdays.
- We also had Melissa Sulak and Heidi Britain from the service center to help as well.

**MY CAMPUS SHOWED GRIT BY:**

- Students that are struggling with grades have been coming to Saturday School for the last two Saturdays in April and all the Saturdays in May. We have had 88 – 150 students attend.

**MY CAMPUS SHOWED DEMONSTRATES FIAR, RESPECTFUL & WELL –  
ROUNDED CHARACTERISTICS BY:**

- Celebrated teachers and staff the week of May 3<sup>rd</sup> with various events and gifts.



**BOARD REPORT**  
**RED OAK HIGH SCHOOL**

**Date: May 2021**

**Enrollment Data**

<b>GRADE LEVEL</b>	<b>TOTAL STUDENTS</b>
9 <sup>TH</sup> GRADE	474
10 <sup>TH</sup> GRADE	530
11 <sup>TH</sup> GRADE	479
12 <sup>TH</sup> GRADE	426



**MY CAMPUS DEMONSTRATED HOW HAWKS UNITE BY:**

- Conducted an Academic Signing Day event.
- The Red Oak ISD Education Foundation conducted a STAR banquet to recognize teachers!
- Conducted a Hawkette Spring show.

**MY CAMPUS EXHIBITED ACADEMIC READINESS BY:**

- Remade our next four Talon Times to provide enrichment to increase our masters level for Algebra 1. This change will address our targeted support of math. We will also provide intervention support for our lower tier students.
- Conducted AP testing for students.

**MY CAMPUS SHOWED THE IMPORTANCE OF SHOWING APPRECIATION BY:**

- Awarded all Staff members with perfect attendance for the month.
- Passing the Lifesaver award to the most deserving staff member each week.
- Hosting a prom for all 11<sup>th</sup> and 12<sup>th</sup> grade students.
- Hosting a prom for all Special Education students.

**MY CAMPUS DID A GREAT JOB IN THE AREA OF:**

- Implementing the program called Capturing Kids Hearts to address student social and emotional learning needs.

**OTHER THINGS I WOULD LIKE TO SHARE WITH YOU ABOUT OUR CAMPUS ARE:**

- We continue to conduct grade save tutoring on Tuesday and Thursday to give students more opportunities to pass classes.
- We also have a program called Commitment to Commencement to increase the graduation rate.



**BOARD REPORT**  
**LITTLE HAWKS LEARNING CENTER**

**Date: May 2021**

**CURRENT PROJECTS, EVENTS, AND BRAGS:**

- Pre-K Graduation is May 20<sup>th</sup>
- Field Day is May 28<sup>th</sup>
- As TRS has revised standards, directors are attending weekly training on the revisions to ensure we are set up to adhere to those new standards at the start of next year. Currently, our next Texas Rising Star assessment is scheduled for September, however we have been told to expect that to be delayed.

**STAFFING:**

LHLC is fully staffed.

ATB is fully staffed.



RED OAK ISD

Daily Enrollment & Attendance Analysis for the Day ending: 4-23-2021

RED OAK HIGH SCHOOL - 001		EOY	EOY	EOY	EOY
	CY	2019-20	2018-19	2017-18	2016-17
12th Grade	426	468	444	455	436
11th Grade	480	432	458	439	450
10th Grade	530	511	438	458	461
9th Grade	476	540	511	456	467
<b>Total Enrollment</b>	<b>1912</b>	<b>1951</b>	<b>1851</b>	<b>1808</b>	<b>1814</b>

Total Absences:	136
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Daily ADA	% of Attendance
1775.00	92.88
6th SW ADA	% of Attendance
1816.20	94.88
Yearly ADA	% of Attendance
1880.40	96.72

6th SW ADA Percentage Breakdown		
ROHS	4-23 Only	4-12 THRU 5-27
12th Grade	93.43	95.44
11th Grade	93.95	94.8
10th Grade	93.4	94.74
9th Grade	90.76	94.6

RED OAK MIDDLE SCHOOL - 041		EOY	EOY	EOY	EOY
	CY	2019-20	2018-19	2017-18	2016-17
8th Grade	497	470	503	478	434
7th Grade	541	514	447	480	455
6th Grade	487	529	487	433	481
<b>Total Enrollment</b>	<b>1525</b>	<b>1513</b>	<b>1437</b>	<b>1391</b>	<b>1370</b>

Total Absences:	78
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Daily ADA	% of Attendance
1445.00	94.88
6th SW ADA	% of Attendance
1449.60	95.11
Yearly ADA	% of Attendance
1476.54	97.10

6th SW ADA Percentage Breakdown		
ROMS	4-23 Only	4-12 THRU 5-27
8th Grade	93.54	93.9
7th Grade	94.82	96.01
6th Grade	96.3	95.35

RED OAK ELEMENTARY - 102		EOY	EOY	EOY	EOY
	CY	2019-20	2018-19	2017-18	2016-17
5th Grade	106	98	113	113	98
4th Grade	108	116	100	106	108
3rd Grade	72	103	101	91	88
2nd Grade	94	78	94	101	94
1st Grade	72	94	81	90	92
Kinder	83	72	79	71	70
Pre-K	19	46	36	34	35
EE	24	15	15	14	19
<b>Total Enrollment</b>	<b>578</b>	<b>622</b>	<b>619</b>	<b>620</b>	<b>604</b>

Total Absences:	31.5
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Daily ADA	% of Attendance
527.00	94.36
6th SW ADA	% of Attendance
524.60	93.84
Yearly ADA	% of Attendance
534.71	95.73

<b>WOODEN ELEMENTARY - 102</b>		<b>EOY</b>	<b>EOY</b>	<b>EOY</b>	<b>EOY</b>
	<b>CY</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>	<b>2016-17</b>
5th Grade	86	118	97	93	84
4th Grade	85	97	112	94	84
3rd Grade	71	96	96	100	89
2nd Grade	80	83	98	91	91
1st Grade	88	85	78	91	85
Kinder	54	98	73	67	84
Pre-K	23	0	29	17	17
EE	3	1	3	4	3
<b>Total Enrollment</b>	<b>490</b>	<b>578</b>	<b>586</b>	<b>557</b>	<b>537</b>

<b>Total Absences:</b>	<b>17.5</b>
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<b>Daily ADA</b>	<b>% of Attendance</b>
457.50	96.32
<b>6th SW ADA</b>	<b>% of Attendance</b>
453.15	95.76
<b>Yearly ADA</b>	<b>% of Attendance</b>
457.63	96.63

<b>EASTRIDGE ELEMENTARY - 103</b>		<b>EOY</b>	<b>EOY</b>	<b>EOY</b>	<b>EOY</b>
	<b>CY</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>	<b>2016-17</b>
5th Grade	87	67	89	80	86
4th Grade	62	75	61	91	78
3rd Grade	75	56	79	67	89
2nd Grade	72	70	62	73	66
1st Grade	61	78	76	65	67
Kinder	68	64	64	63	57
Pre-K	15	32	14	21	14
EE	3	2	1	3	2
<b>Total Enrollment</b>	<b>443</b>	<b>444</b>	<b>446</b>	<b>463</b>	<b>459</b>

<b>Total Absences:</b>	<b>25.5</b>
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<b>Daily ADA</b>	<b>% of Attendance</b>
407.00	94.10
<b>6th SW ADA</b>	<b>% of Attendance</b>
413.85	95.91
<b>Yearly ADA</b>	<b>% of Attendance</b>
413.79	97.09

<b>SHIELDS ELEMENTARY - 105</b>		<b>EOY</b>	<b>EOY</b>	<b>EOY</b>	<b>EOY</b>
	<b>CY</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>	<b>2016-17</b>
5th Grade	89	104	116	106	88
4th Grade	86	91	95	111	103
3rd Grade	89	85	88	90	103
2nd Grade	73	93	75	84	87
1st Grade	75	73	89	70	74
Kinder	67	78	70	83	66
Pre-K	16	35	25	16	21
EE	17	10	15	11	2
<b>Total Enrollment</b>	<b>512</b>	<b>569</b>	<b>573</b>	<b>571</b>	<b>544</b>

<b>Total Absences:</b>	<b>16.5</b>
------------------------	-------------

<b>Daily ADA</b>	<b>% of Attendance</b>
476.00	96.75
<b>6th SW ADA</b>	<b>% of Attendance</b>
471.95	96.01
<b>Yearly ADA</b>	<b>% of Attendance</b>
462.63	96.55

<b>SCHUPMANN - 107</b>		<b>EOY</b>	<b>EOY</b>	<b>EOY</b>	<b>EOY</b>
	<b>CY</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>	<b>2016-17</b>
5th Grade	91	74	75	82	62
4th Grade	81	75	60	69	73
3rd Grade	83	68	71	61	67
2nd Grade	90	69	63	63	68
1st Grade	85	62	65	63	65
Kinder	88	68	49	61	62
Pre-K	27	22	11	19	17
EE	5	3	2	5	3
<b>Total Enrollment</b>	<b>550</b>	<b>441</b>	<b>396</b>	<b>423</b>	<b>417</b>

<b>Total Absences:</b>	<b>26</b>
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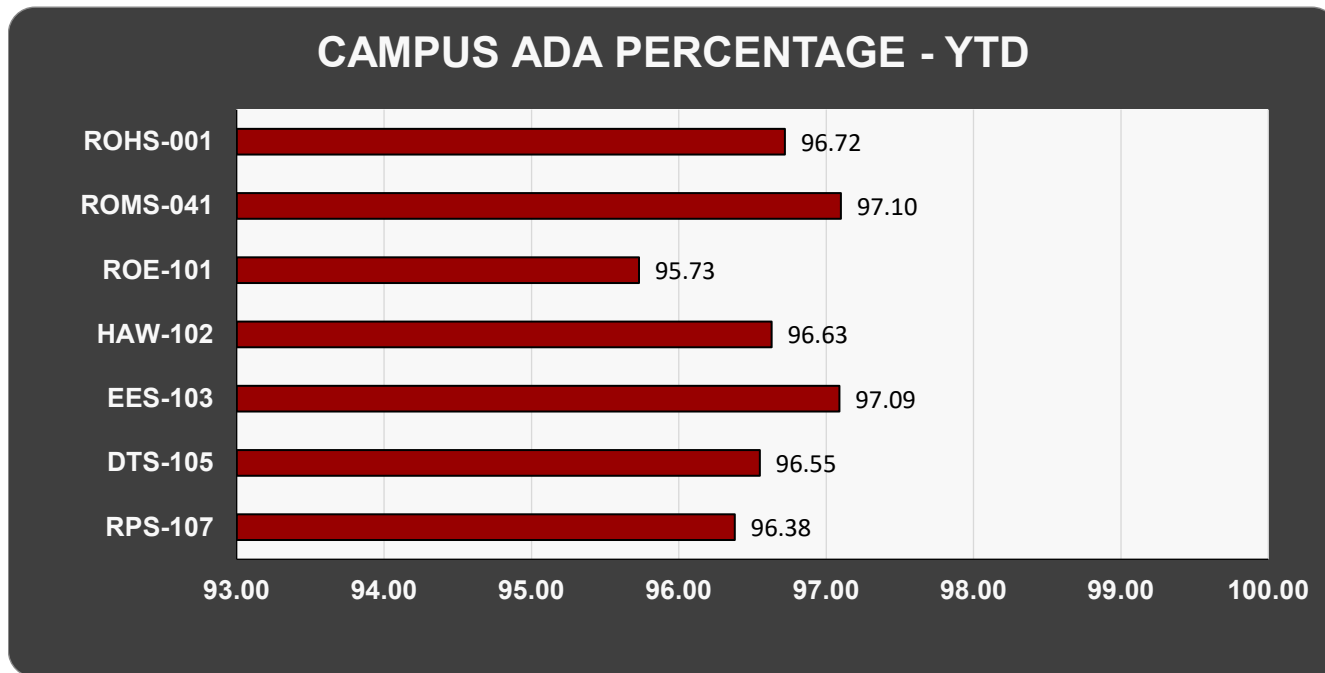
<b>Daily ADA</b>	<b>% of Attendance</b>
<b>506.00</b>	<b>95.11</b>
<b>6th SW ADA</b>	<b>% of Attendance</b>
<b>505.70</b>	<b>95.34</b>
<b>Yearly ADA</b>	<b>% of Attendance</b>
<b>495.49</b>	<b>96.38</b>

<b>ROISD Enrollment/Grade Level</b>		<b>EOY</b>	<b>EOY</b>	<b>EOY</b>	<b>EOY</b>
	<b>CY</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>	<b>2016-17</b>
12th Grade	426	468	444	455	436
11th Grade	480	432	458	439	450
10th Grade	530	511	438	458	461
9th Grade	476	540	511	456	467
8th Grade	497	470	503	478	434
7th Grade	541	514	447	480	455
6th Grade	487	529	487	433	481
5th Grade	459	461	490	474	418
4th Grade	422	454	428	471	446
3rd Grade	390	408	435	409	436
2nd Grade	409	393	392	412	406
1st Grade	381	392	389	379	383
Kinder	360	380	335	345	339
Pre-K	100	135	115	107	104
EE	52	31	36	37	29
<b>Total Enrollment</b>	<b>6010</b>	<b>6118</b>	<b>5908</b>	<b>5833</b>	<b>5745</b>

<b>Total Absences:</b>	<b>331</b>
------------------------	------------

<b>Daily ADA</b>	<b>% of Attendance</b>
<b>5593.50</b>	<b>94.42</b>
<b>6th SW ADA</b>	<b>% of Attendance</b>
<b>5635.05</b>	<b>95.12</b>
<b>Yearly ADA</b>	<b>% of Attendance</b>
<b>5721.19</b>	<b>96.70</b>

ROISD Campus YRLY SUM					
		EOY	EOY	EOY	EOY
	CY	2018-19	2018-19	2017-18	2016-2017
ROHS-001	1912	1951	1851	1808	1814
ROMS-041	1525	1513	1437	1391	1370
ROE-101	578	622	619	620	604
HAW-102	490	578	586	557	537
EES-103	443	444	446	463	459
DTS-105	512	569	573	571	544
RPS-107	550	441	396	423	417
<b>Total Enrollment</b>	<b>6010</b>	<b>6118</b>	<b>5908</b>	<b>5833</b>	<b>5745</b>



YEAR TO DATE	
ROHS-001	96.72
ROMS-041	97.10
ROE-101	95.73
HAW-102	96.63
EES-103	97.09
DTS-105	96.55
RPS-107	96.38



# Monthly Financial Report

**HAWKS** *Unite*  
2020-21

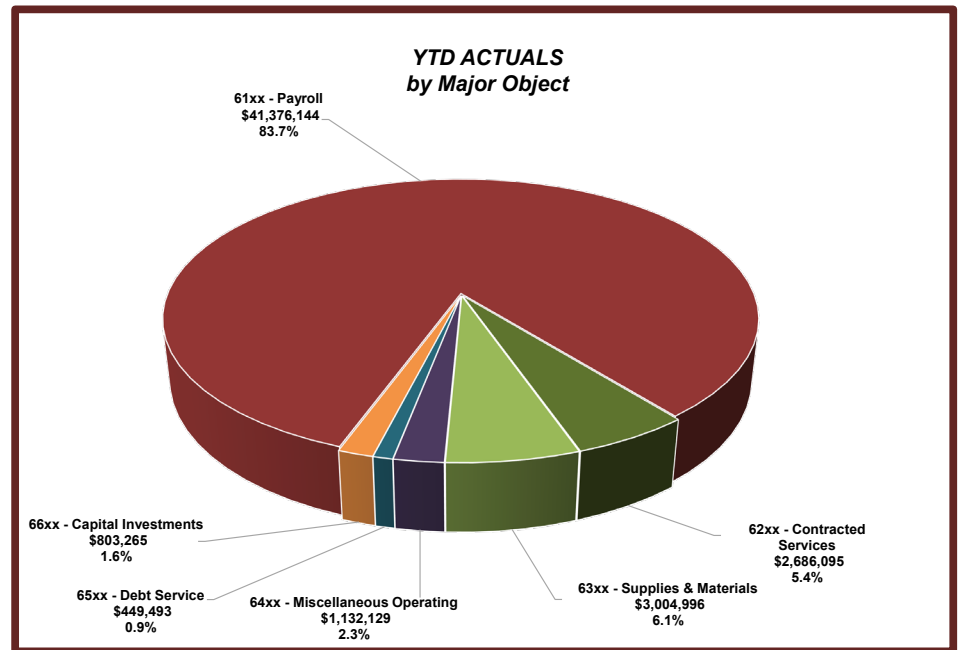
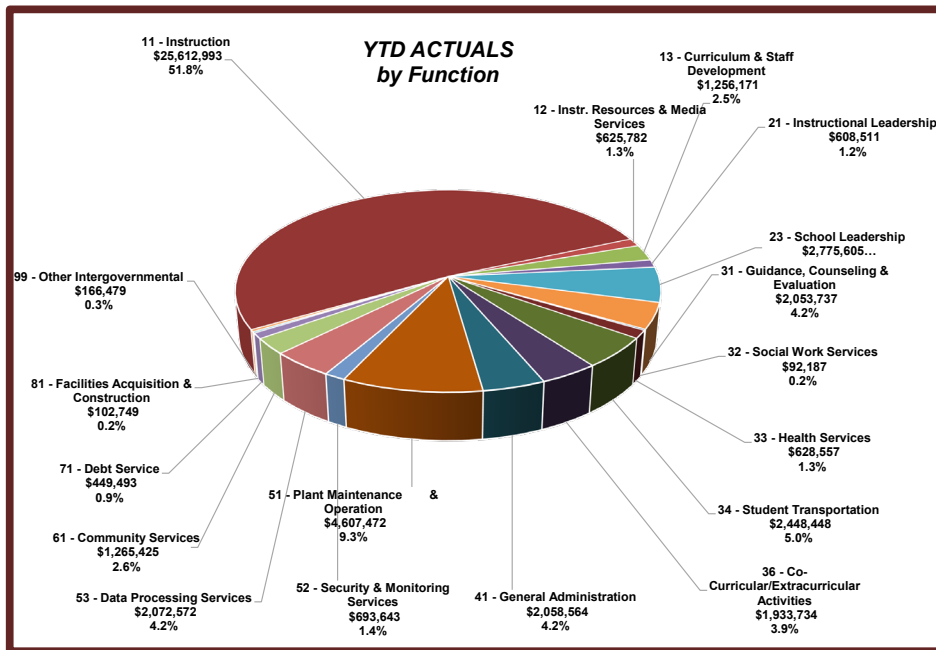
May 2020

**Red Oak ISD - General Fund**  
**Revenue/Expenditure Detail**  
**As of April 30, 2021**

	Amended Budget	2020-2021 YTD Actuals	Outstanding Encumbrances	Balance	% Expended to Budget	2019-2020 YTD Actuals (Audited)	YTD Actuals Variance
<b>Revenues</b>							
57xx Local	\$ 23,697,814	\$ 23,305,193	\$ -	\$ 392,621	98.34%	\$ 23,163,300	\$ 141,893
58xx State	38,173,562	21,630,315	-	16,543,247	56.66%	20,175,808	1,454,506
59xx Federal	950,000	64,076	-	885,924	6.74%	900,219	(836,144)
<b>TOTAL</b>	<b>\$ 62,821,376</b>	<b>\$ 44,999,583</b>	<b>\$ -</b>	<b>\$ 17,821,793</b>	<b>72%</b>	<b>\$ 44,239,327</b>	<b>\$ 760,256</b>
<b>Expenditures</b>							
11 Instruction	\$ 31,392,872	\$ 25,612,993	\$ 272,361	\$ 5,507,518	82.46%	\$ 24,439,288	\$ 1,173,705
12 Instr. Resources & Media Services	889,065	625,782	49,676	213,608	75.97%	604,800	20,982
13 Curriculum & Staff Development	1,582,564	1,256,171	103,302	223,090	85.90%	1,363,381	(107,210)
21 Instructional Leadership	838,392	608,511	5,786	224,095	73.27%	683,547	(75,036)
23 School Leadership	3,459,687	2,775,605	5,155	678,928	80.38%	2,788,433	(12,828)
31 Guidance, Counseling & Evaluation	2,552,797	2,053,737	38,414	460,646	81.96%	1,971,888	81,849
32 Social Work Services	120,820	92,187	-	28,633	76.30%	82,368	9,819
33 Health Services	738,027	628,557	4,513	104,956	85.78%	594,644	33,913
34 Student Transportation	3,014,290	2,448,448	72,201	493,641	83.62%	2,249,668	198,780
36 Co-Curricular/Extracurricular Activities	2,442,462	1,933,734	41,166	467,562	80.86%	2,037,104	(103,370)
41 General Administration	2,703,885	2,058,564	53,007	592,315	78.09%	2,145,091	(86,527)
51 Plant Maintenance & Operation	6,936,516	4,607,472	670,427	1,658,618	76.09%	4,852,539	(245,067)
52 Security & Monitoring Services	1,162,999	693,643	111,295	358,062	69.21%	1,062,671	(369,028)
53 Data Processing Services	1,503,028	2,072,572	39,495	(609,039)	140.52%	1,238,512	834,060
61 Community Services	1,938,972	1,265,425	13,887	659,660	65.98%	1,564,729	(299,304)
71 Debt Service	475,000	449,493	-	25,507	94.63%	445,260	4,233
81 Facilities Acquisition & Construction	850,000	102,749	41,949	705,301	17.02%	1,025,369	(922,619)
99 Other Intergovernmental	220,000	166,479	47,521	6,000	97.27%	160,857	5,622
<b>TOTAL</b>	<b>\$ 62,821,376</b>	<b>\$ 49,452,122</b>	<b>\$ 1,570,154</b>	<b>\$ 11,799,101</b>	<b>81%</b>	<b>\$ 49,310,150</b>	<b>\$ 141,972</b>
<b>Other Resources/(Uses)</b>							
Sale of Property	\$ 0	\$ -	\$ -	\$ -	0.00%	\$ 2,816,434	\$ (2,816,434)
	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>0%</b>	<b>\$ 2,816,434</b>	<b>\$ (2,816,434)</b>
<b>Revenue Over (Under) Expenditures</b>	<b>\$ 0</b>	<b>\$ (4,452,539)</b>	<b>\$ (1,570,154)</b>	<b>\$ 6,022,692</b>		<b>\$ (2,254,388)</b>	<b>\$ (2,198,150)</b>

\*The District reports on the modified accrual basis.

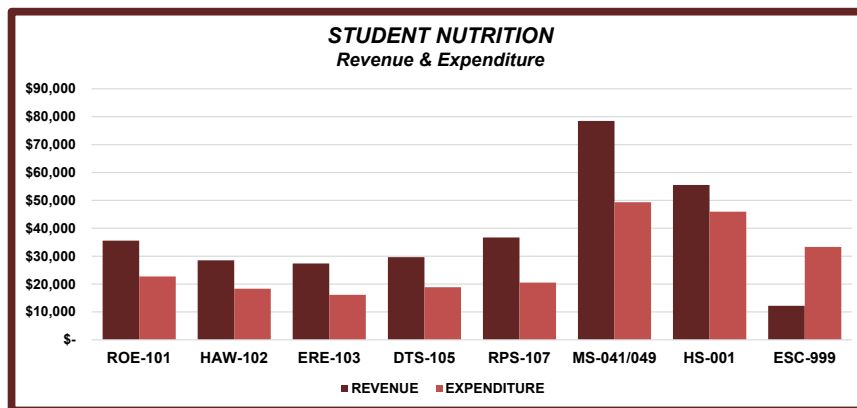
**Red Oak ISD - General Fund**  
*Revenue / Expenditure Detail*  
 As of April 30, 2021



**Red Oak ISD - Student Nutrition**  
**Revenue / Expenditure Detail**  
**As of April 30, 2021**

	ROE-101	HAW-102	ERE-103	DTS-105	RPS-107	MS-041/049	HS-001	ESC-999	TOTAL
<b>Average Daily Participation (ADP):</b>									
<b>Breakfast</b>	155	74	95	141	178	270	80	0	993
<b>Lunch</b>	341	310	284	277	341	799	557	0	2909
<b>Afterschool</b>	9	11	14	14	10	0	0	0	58
<i>(calculated based on 21 days)</i>									

	ROE-101	HAW-102	ERE-103	DTS-105	RPS-107	MS-041/049	HS-001	ESC-999	TOTAL	ORIGINAL BUDGET	% EXP TO BUDGET
57xx Local Revenue	\$ 2,233	\$ 1,412	\$ 1,160	\$ 1,729	\$ 2,283	\$ 5,263	\$ 9,598	\$ 2	\$ 23,679	\$ 1,297,500	2%
58xx State Matching	-	-	-	-	-	-	-	12,208	\$ 12,208	45,341	27%
5921 Federal - Breakfast	7,379	3,496	4,506	6,676	8,437	12,830	3,799	-	\$ 47,123	210,000	22%
5922 Federal - Lunch	25,982	23,617	21,714	21,261	25,994	60,401	42,116	-	\$ 221,086	880,000	25%
5923 USDA Commodities	-	-	-	-	-	-	-	-	\$ -	120,000	0%
<b>TOTAL REVENUE</b>	<b>\$ 35,593</b>	<b>\$ 28,525</b>	<b>\$ 27,381</b>	<b>\$ 29,667</b>	<b>\$ 36,714</b>	<b>\$ 78,494</b>	<b>\$ 55,514</b>	<b>\$ 12,210</b>	<b>\$ 304,096</b>	<b>\$ 2,552,841</b>	<b>12%</b>
61xx Payroll	\$ 10,560	\$ 8,432	\$ 6,872	\$ 8,945	\$ 9,232	\$ 21,516	\$ 25,558	\$ 27,189	\$ 118,303	\$ 1,298,803	9%
62xx Contracted Services	273	287	162	284	162	360	498	436	\$ 2,461	46,193	5%
63xx Supplies	11,869	9,583	9,121	9,604	11,140	27,495	19,913	5,007	\$ 103,733	1,196,780	9%
64xx Travel / Miscellaneous	-	-	-	-	-	-	-	650	\$ 650	11,065	6%
66xx Capital Outlay	-	-	-	-	-	-	-	-	\$ -	0	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 22,702</b>	<b>\$ 18,302</b>	<b>\$ 16,156</b>	<b>\$ 18,833</b>	<b>\$ 20,534</b>	<b>\$ 49,371</b>	<b>\$ 45,969</b>	<b>\$ 33,282</b>	<b>\$ 225,148</b>	<b>\$ 2,552,841</b>	<b>9%</b>
<b>Other Sources (Uses)</b>											
Operating Transfers In											
<b>Revenue Over (Under) Expenditures</b>	<b>\$ 12,891</b>	<b>\$ 10,223</b>	<b>\$ 11,225</b>	<b>\$ 10,833</b>	<b>\$ 16,180</b>	<b>\$ 29,123</b>	<b>\$ 9,545</b>	<b>\$ (21,072)</b>	<b>\$ 78,949</b>	<b>\$ (0)</b>	



\*Not included in above totals--COVID19 Family Meal Distribution--YTD Revenue \$67,226 and YTD Expenses \$46,931  
 \*The District reports on the modified accrual basis.

**Red Oak ISD - Debt Service Fund**  
*Revenue / Expenditure Detail*  
*As of April 30, 2021*

	Original Budget	YTD Actuals	Outstanding Encumbrances	Balance	% Expended to Budget
<b>Revenues</b>					
57xx Local	\$ 8,155,382	\$ 8,260,804	\$ -	\$ (105,422)	101.29%
58xx State	239,183	18,200	-	220,983	7.61%
<b>TOTAL</b>	<b>\$ 8,394,565</b>	<b>\$ 8,279,004</b>	<b>\$ -</b>	<b>\$ 115,561</b>	<b>98.62%</b>
<b>Expenditures</b>					
71 Debt Service	\$ 7,757,479	7,563,979	\$ -	\$ 193,500	97.51%
<b>TOTAL</b>	<b>\$ 7,757,479</b>	<b>\$ 7,563,979</b>	<b>\$ -</b>	<b>\$ 193,500</b>	<b>97.51%</b>
<b>Other Resources/(Uses)</b>					
Issuance of Bonds	\$ -	\$ -	\$ -	\$ -	0.00%
Premium/Discount	-	-	-	-	0.00%
Escrow	-	-	-	-	0.00%
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Revenue Over</b>					
<b>(Under) Expenditures</b>	<b>\$ 637,086</b>	<b>\$ 715,026</b>	<b>\$ -</b>	<b>\$ (77,940)</b>	

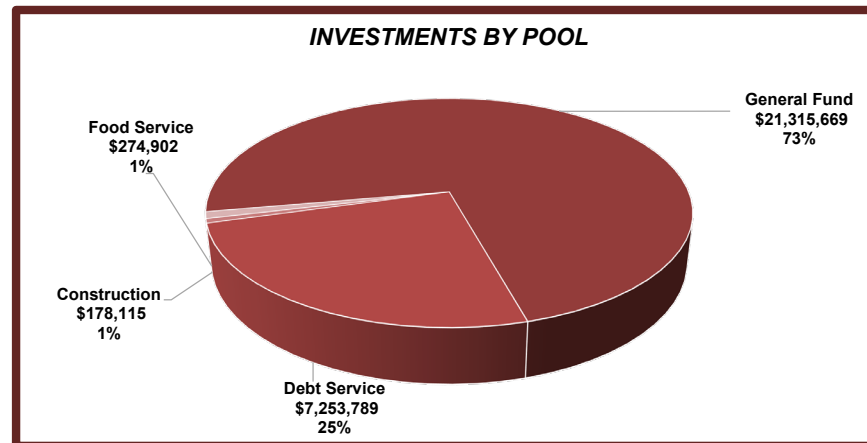
**Red Oak Independent School District**  
**Investment Summary Report**  
**As of April 30, 2021**

INVESTMENT POOL ACCOUNTS	BEGINNING BALANCE 04/01/21	DEPOSITS	WITHDRAWALS	INTEREST FOR MONTH	ENDING BALANCE 04/30/21	INTEREST RATE	INTEREST YEAR TO DATE
<b>TEXSTAR</b>							
General Fund	\$ 9,730.34	\$ -	\$ -	\$ 0.05	\$ 9,730.39	0.0113%	\$ 7.25
<b>TEXPOOL</b>							
General Fund	2,462.62	-	-	-	2,462.62	0.0101%	1.92
Money Market	1,420.74	-	-	-	1,420.74	0.0101%	1.33
<b>FIRST PUBLIC-GOV.OVERNIGHT</b>							
General Fund	23,057,373.30	3,275,949.60	5,031,375.81	107.83	21,302,054.92	0.0058%	9,396.72
Debt Service	7,135,262.47	118,491.72	-	34.55	7,253,788.74	0.0058%	2,138.73
Construction	178,114.34	-	-	0.85	178,115.19	0.0058%	385.00
Food Service	316,383.48	230,516.95	272,000.00	1.53	274,901.96	0.0058%	202.43
<b>TOTAL INVESTMENT POOLS</b>	<b>\$ 30,700,747</b>	<b>\$ 3,624,958</b>	<b>\$ 5,303,376</b>	<b>\$ 145</b>	<b>\$ 29,022,475</b>		<b>12,133.38</b>

We, the approved Investment Officers of Red Oak ISD, hereby certify the Investment Report represents the investment portion of the District as of the above date in compliance with the Texas Public Funds Investment Act and Red Oak ISD Policy CDA

\_\_\_\_\_  
 (signature on file)  
 William Johnston, Ed.D., CPA  
 Assistant Superintendent of Business Services/CFO

\_\_\_\_\_  
 (signature on file)  
 Saundra King, RTSBA  
 Finance Coordinator



## RED OAK ISD-TAX COLLECTIONS

### *Monthly Tax Collections*

*As of April 30, 2021*

<b>GENERAL FUND</b>				
	<b>MONTHLY</b>	<b>YEAR TO DATE</b>	<b>BUDGET</b>	<b>YTD % OF BUDGET</b>
CURRENT TAXES COLLECTED	177,352	22,174,958	21,398,866	103.63%
DELINQUENT TAX COLLECTED	34,789	216,967	200,000	108.48%
PENALTIES AND INTEREST COLLECTED	19,592	119,694	150,000	79.80%
<b>TOTAL FUNDS COLLECTED</b>	<b>231,733</b>	<b>22,511,619</b>	<b>21,748,866</b>	<b>103.51%</b>
 <b>DEBT SERVICE</b>				
	<b>MONTHLY</b>	<b>YEAR TO DATE</b>	<b>BUDGET</b>	<b>YTD % OF BUDGET</b>
CURRENT TAXES COLLECTED	65,184	8,146,362	8,015,382	101.63%
DELINQUENT TAX COLLECTED	11,430	71,071	50,000	142.14%
PENALTIES AND INTEREST COLLECTED	6,957	41,162	30,000	137.21%
<b>TOTAL FUNDS COLLECTED</b>	<b>83,571</b>	<b>8,258,595</b>	<b>8,095,382</b>	<b>102.02%</b>
 <b>TOTAL TAX COLLECTIONS</b>	 <b>315,304</b>	 <b>30,770,214</b>	 <b>29,844,248</b>	 <b>103.10%</b>

# Questions



**Bill Johnston**

**Chief Financial Officer**

**972-617-4005**

**[bill.johnston@redoakisd.org](mailto:bill.johnston@redoakisd.org)**



## MONTHLY BOARD REPORT

### FINE ARTS

**Date:** May 2021

#### Red Oak High School

##### **Band:**

The band has completed all UIL competitions (all 5 bands received straight 1's). Comments from judges included "This is the best I have heard this piece in a long time". The marching band is beginning to prepare for next year. Leadership, Band, and Guard auditions are completed and not posted yet. We are preparing for a spirit camp the first week of summer break to work on the environment of the football game, so it can be more entertaining by adding predictability to what the drill/cheer/band/ and fans do in the stands. We are also designing two marching shows for the year so the crowd will have some variation of the half time experience.

##### **Choir:**

One of our ROHS seniors placed 2nd in the Waxahachie Symphony Association Young Artist Scholarship Award, receiving \$1000 and will be recognized on their April 17th event. We recorded for UIL and are awaiting results.

##### **Theater:**

Junie B Jones show will be held Friday, May 7 and Saturday, May 8.

##### **Art:**

ROHS had 17 art and ceramic and drawing students place at this year's Ellis County Art Association Youth Art Show.

##### **Drill Team:**

Drill team held their Spring Show last weekend. Students are now preparing for next year by working on drill team technique and meeting with student leaders. Dance officers will be preparing a dance to take to officer camp the first week of June.

##### **Cheer:**

Students are preparing for stunt clinic that will be held on May 22<sup>nd</sup>.

