

**AGENDA OF RED OAK INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES REGULAR MEETING  
Monday, September 21, 2026**

Notice is hereby given that a Regular Meeting of the Board of Trustees of the Red Oak Independent School District will be held on Monday, September 21, 2026 beginning at 6:00 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  
Jared Douglas, Lead Pastor of First Baptist Church Red Oak
3. PLEDGES OF ALLEGIANCE  
Carter Akoto Yirenkyi, 5th Grade Student from Eastridge Elementary School
4. OPEN FORUM - PUBLIC HEARING
  - A. Public Hearing - Certification of Compliance with Certain Laws under Texas Education Code 39.008, as enacted by Senate Bill 12 (89th Legislative Session)  
Michelle Ailara, Deputy Superintendent and Dr. Bill Johnston, Chief Financial Officer
5. SUPERINTENDENT'S REPORT
  - A. Assessment Update  
Megan Corns, Chief Technology Officer
  - B. Construction Update  
Brent Stanford, Executive Director of Support Services
  - C. Red Oak ISD Education Foundation Update  
Karen Anderson, Executive Director of Red Oak ISD Education Foundation
  - D. Safety Week Update  
Michael Richardson, Director of Safety and Security
  - E. District Update  
Brenda Sanford, Superintendent
6. OPEN FORUM 4
7. ACTION ITEMS
  - A. Consent Agenda
    1. Minutes from School Board Special Meeting on August 10, 2026 6
    2. Minutes from School Board Regular Meeting on August 24, 2026 8
    3. Payment of Current Bills Over \$50,000 16
    4. Board Policy BE (LOCAL), DGBA (LOCAL), EHBE (LOCAL), FNG (LOCAL), AND GF (LOCAL) 19
  - B. Consideration and Approval of Action Regarding Revolving Line of Credit with Prosperity Bank  
Dr. Bill Johnston, Chief Financial Officer
  - C. Consideration and Approval of Certification of Compliance with certain Laws under Texas Education Code 39.008, as enacted by Senate Bill 12 (89th Texas Legislative Session) 45  
Michelle Ailara, Deputy Superintendent and Dr. Bill Johnston, Chief Financial Officer
8. INFORMATION ITEMS
  - A. Enrollment Report 46

- B. Finance Report
- 9. 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. Pursuant to Texas Government Code 551.074, deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.
    - 1. Personnel Matters
    - 2. Consultation and deliberation regarding the recommendation to suspend without pay and send notice of proposed termination to Onita Pinckney a term contract employee.
  - 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.
- 10. RECONVENE IN OPEN SESSION FOR ACTION RELATIVE TO CLOSED SESSION
  - A. Consideration and Approval of Personnel  
Brenda Sanford, Superintendent
- 11. Consideration and possible action regarding the recommendation of the Superintendent or designee to suspend without pay and send notice of proposed termination to Onita Pinckney for good cause, as determined by the Board, pursuant to Section 21.211 of the Texas Education Code and Board Policies DFBA (LEGAL) and DFBA (LOCAL).  
Brenda Sanford, Superintendent
- 12. 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 September 13, 2026, at 4:00 p.m.

---

Brenda Sanford, Superintendent  
(For the Board of Trustees)

## 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 Cristi Watts, Executive Director of Student Services, for student issues, and Michelle Ailara, Deputy Superintendent, 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 (please print) \_\_\_\_\_

Address \_\_\_\_\_

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

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

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

BOARD MEETINGS  
PUBLIC PARTICIPATION

BED  
(LOCAL)

**Limit on Participation**

Audience participation at a Board meeting is limited to the portion of the meeting designated to receive public comment in accordance with this policy. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer.

**Public Comment**

**Regular Meetings**

At regular Board meetings, the Board shall permit public comment, regardless of whether the topic is an item on the agenda posted with notice of the meeting.

**Special Meetings**

At all other Board meetings, public comment shall be limited to items on the agenda posted with notice of the meeting.

**Procedures**

Individuals who wish to participate during the portion of the meeting designated for public comment shall sign up with the presiding officer or designee before the meeting begins as specified in the Board's procedures on public comment and shall indicate the agenda item or topic on which they wish to address the Board.

Public comment shall occur at the beginning of the meeting.

Except as permitted by this policy and the Board's procedures on public comment, an individual's comments to the Board shall not exceed two minutes per meeting.

**Meeting Management**

When necessary for effective meeting management or to accommodate large numbers of individuals wishing to address the Board, the presiding officer may make adjustments to public comment procedures, including adjusting when public comment will occur during the meeting, reordering agenda items, deferring public comment on nonagenda items, continuing agenda items to a later meeting, providing expanded opportunity for public comment, or establishing an overall time limit for public comment and adjusting the time allotted to each speaker. However, no individual shall be given less than one minute to make comments.

**Board's Response**

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.

**Complaints and Concerns**

The presiding officer or designee shall determine whether an individual addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the individual shall be referred to the appropriate policy to seek resolution:

- Employee complaints: DGBA
- Student or parent complaints: FNG
- Public complaints: GF

**Disruption**

The Board shall not tolerate disruption of the meeting by members of the audience. If, after at least one warning from the presiding officer, any individual continues to disrupt the meeting by his or her words or actions, the presiding officer may request assistance from law enforcement officials to have the individual removed from the meeting.

**MINUTES OF THE  
RED OAK INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES SPECIAL MEETING  
Monday, August 10, 2026**

A Special Meeting of the Board of Trustees of Red Oak ISD was held Monday, August 10, 2026, beginning at 6:00 PM at the Red Oak ISD Education Service Center, 109 West Red Oak Road, Red Oak, TX 75154.

**1. CALL TO ORDER / ESTABLISH QUORUM**

The Special Meeting of the School Board was called to order by Melanie Petersen, President of the School Board, at 6:00 p.m.

The Red Oak ISD School Board met at the Red Oak ISD Education Service Center and the presiding officer, Melanie Petersen, 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: Melanie Petersen, President; Johnny Knight, Vice President; Sean Kelly, Secretary; John Anderson; Donna Knight; Michelle Porter; and Brian Sebring.

The following Board members were absent: None.

**2. INVOCATION**

Mr. Knight led the invocation.

**3. PLEDGES OF ALLEGIANCE**

Mr. Sebring led the Pledges of Allegiance to the American and Texas flags.

**4. OPEN FORUM**

**No one spoke in Open Forum.**

**5. BOARD GOALS WORKSHOP**

**The Board discussed both Board and Superintendent goals.**

**6. ADJOURNMENT**

**As there was no further business or action to be taken, the meeting adjourned at 7:52 p.m.**

---

Melanie Petersen, Board President

---

Sean Kelly, Board Secretary

**MINUTES OF THE  
RED OAK INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES REGULAR MEETING  
Monday, August 24, 2026**

A Regular Meeting of the Board of Trustees of Red Oak ISD was held Monday, August 24, 2026, beginning at 7:00 PM at the Red Oak ISD 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 Melanie Petersen, 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, Melanie Petersen, 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: Melanie Petersen, President; Sean Kelly, Secretary; John Anderson; Michelle Porter; and Brian Sebring.

The following Board members were absent: Donna Knight and Johnny Knight.

**2. INVOCATION**

Mr. Anderson led the invocation.

**3. PLEDGES OF ALLEGIANCE**

Mr. Sebring led the Pledges of Allegiance to the American and Texas flags.

**4. SUPERINTENDENT'S REPORT**

- A. District Update  
Brenda Sanford, Superintendent

**Mrs. Sanford gave the Board the following upcoming dates:**

**Dr. Joy Shaw Middle School Meet the Teacher, Tuesday, August 25th, at 6:00 p.m.**

**Red Oak Middle School Meet the Teacher, Thursday, August 27th, at 6:00 p.m.**

**The Red Oak Hawks will take on Mansfield Summit at 7:00 p.m. at Lancaster ISD Beverly Humphrey Tiger Stadium on Friday, August 28th.**

**Coffee Talk with the Superintendent will take place on Wednesday, September 2nd, at 7:45 a.m.**

**Red Oak ISD will be closed on Monday, September 7th, for the Labor Day holiday.**

**The next Mobile Food Pantry will be on Thursday, September 10th, at 4 p.m., at the Education Service Center.**

**The next Regular Board Meeting is scheduled for Monday, September 21st, at 7:00 p.m.**

**Mrs. Sanford recognized the Red Oak ISD Business Office for being awarded the prestigious Certificate of Excellence in Financial Reporting from the Association of School Business Officials International.**

**5. OPEN FORUM**

**No one spoke in Open Forum.**

**6. ACTION ITEMS**

**A. Consent Agenda**

1. Minutes from School Board Regular Meeting on July 20, 2026
2. Payment of Current Bills Over \$50,000
3. Board Policy CPC (LOCAL) and FL (LOCAL)
4. Local Policy Update 127
5. Renewal of Eduphoria
6. School Library Advisory Committee (SLAC) for the 2026-2027 School Year
7. T-TESS Appraiser List for 2026-2027

**Mr. Sebring made a motion to approve the Consent Agenda as presented.  
Mr. Anderson seconded the motion. The motion passed 5 – 0.**

| BOARD MEMBER     | Yea | Nay | Abstain | Absent |
|------------------|-----|-----|---------|--------|
| Melanie Petersen | X   |     |         |        |
| Johnny Knight    |     |     |         | X      |
| Sean Kelly       | X   |     |         |        |
| John Anderson    | X   |     |         |        |
| Donna Knight     |     |     |         | X      |
| Michelle Porter  | X   |     |         |        |
| Brian Sebring    | X   |     |         |        |

- B. Consideration and Approval of a Resolution directing the Defeasance and/or Redemption of certain Red Oak Independent School District's Outstanding Unlimited Tax Bonds on one or more occasions; appointing an Authorized Officer and delegating to the Authorized Officer the authority to make all determinations required to effectuate such Defeasance an/or Redemption; and enacting other provisions relating to the subject  
Dr. Bill Johnston, Chief Financial Officer

**Mr. Sebring made a motion to approve the Resolution directing the defeasance and/or redemption of certain of Red Oak Independent School District's Outstanding Unlimited Tax Bonds on one or more occasions; Appointing an Authorized Officer and delegating to the Authorized Officer the authority to make all determinations required to effectuate such Defeasance and/or Redemption; and enacting other provisions relating to the subject. Mr. Anderson seconded the motion. The motion passed 5 – 0.**

| <b>BOARD MEMBER</b> | <b>Yea</b> | <b>Nay</b> | <b>Abstain</b> | <b>Absent</b> |
|---------------------|------------|------------|----------------|---------------|
| Melanie Petersen    | X          |            |                |               |
| Johnny Knight       |            |            |                | X             |
| Sean Kelly          | X          |            |                |               |
| John Anderson       | X          |            |                |               |
| Donna Knight        |            |            |                | X             |
| Michelle Porter     | X          |            |                |               |
| Brian Sebring       | X          |            |                |               |

- C. Consideration and Approval of I&S Tax Rate for Adoption  
Dr. Bill Johnston, Chief Financial Officer and Michelle Ailara, Deputy Superintendent

**Mr. Kelly made a motion to adopt the proposed I&S Tax Rate to pay debt service of \$0.3481 per \$100 of taxable value be approved. This rate exceeds the District's debt service rate determined under Texas Education Code section 44.004©(5)(A)(ii)(b) of \$0.3263 by \$0.0218. The excess revenue collected from the proposed rate will be used for early retirement of principal on the District's outstanding bonded indebtedness. Mr. Sebring seconded the motion. The motion passed 5 – 0.**

| <b>BOARD MEMBER</b> | <b>Yea</b> | <b>Nay</b> | <b>Abstain</b> | <b>Absent</b> |
|---------------------|------------|------------|----------------|---------------|
| Melanie Petersen    | X          |            |                |               |
| Johnny Knight       |            |            |                | X             |
| Sean Kelly          | X          |            |                |               |
| John Anderson       | X          |            |                |               |
| Donna Knight        |            |            |                | X             |
| Michelle Porter     | X          |            |                |               |
| Brian Sebring       | X          |            |                |               |

- D. Consideration and Approval of 2026 Tax Rate and Resolution Setting Tax Rate  
Dr. Bill Johnston, Chief Financial Officer

**Mr. Sebring made a motion to adopt the Resolution Setting a Tax Rate establishing the 2026 tax rate of \$1.0492 (\$0.7011 for maintenance and operations and \$0.3481 for interest and sinking) per \$100 of property value and that the property tax rate be increased by the adoption of a tax rate of \$1.0492, which is a 14.17% increase in the total tax rate and effectively a 13.58% increase in the Maintenance and Operation tax rate. Ms. Porter seconded the motion. The motion passed 5 – 0.**

| BOARD MEMBER     | Yea | Nay | Abstain | Absent |
|------------------|-----|-----|---------|--------|
| Melanie Petersen | X   |     |         |        |
| Johnny Knight    |     |     |         | X      |
| Sean Kelly       | X   |     |         |        |
| John Anderson    | X   |     |         |        |
| Donna Knight     |     |     |         | X      |
| Michelle Porter  | X   |     |         |        |
| Brian Sebring    | X   |     |         |        |

- E. Consideration and Approval of 2026-2027 Fiscal Year Amended Budget  
Dr. Bill Johnston, Chief Financial Officer

**Mr. Sebring made a motion to approve the Amended 2026-2027 Fiscal Year Budget and Appendix for the General Operating Fund, Student Nutrition Fund and Debt Service Fund as presented. Mr. Anderson seconded the motion. The motion passed 5 – 0.**

| BOARD MEMBER     | Yea | Nay | Abstain | Absent |
|------------------|-----|-----|---------|--------|
| Melanie Petersen | X   |     |         |        |
| Johnny Knight    |     |     |         | X      |
| Sean Kelly       | X   |     |         |        |
| John Anderson    | X   |     |         |        |
| Donna Knight     |     |     |         | X      |
| Michelle Porter  | X   |     |         |        |
| Brian Sebring    | X   |     |         |        |

- F. Consideration and Approval of Assignment of Fund Balance and Resolution for 2026-2027  
Dr. Bill Johnston, Chief Financial Officer

**Mr. Sebring made a motion to approve the transfer of funds from Undesignated (3600) to Assigned (3590) Fund Balance for potential residential placement. Ms. Porter seconded the motion. The motion passed 5 – 0.**

| BOARD MEMBER     | Yea | Nay | Abstain | Absent |
|------------------|-----|-----|---------|--------|
| Melanie Petersen | X   |     |         |        |
| Johnny Knight    |     |     |         | X      |
| Sean Kelly       | X   |     |         |        |
| John Anderson    | X   |     |         |        |
| Donna Knight     |     |     |         | X      |
| Michelle Porter  | X   |     |         |        |
| Brian Sebring    | X   |     |         |        |

- G. Consideration and Approval of Agreement for the Purchase of Attendance Credit (Netting Chapter 48 Funding) and Delegate Contractual Authority to Superintendent Dr. Bill Johnston, Chief Financial Officer and Michelle Ailara, Deputy Superintendent

**Mr. Sebring made the following motion - for the 2026-2027 school year, we delegated contractual authority to obligate the school district under Texas Education Code (TEC) §11.1511(c)(4) to the superintendent, solely for the purpose of obligating the district under TEC, §48.257 and TEC, Chapter 49, Subchapters A and D, and the rules adopted by the commissioner of education as authorized under TEC, §49.006. This included approval of the Agreement for the Purchase of Attendance Credit or the Agreement for the Purchase of Attendance Credit (Netting Chapter 48 Funding). Mr. Anderson seconded the motion. The motion passed 5 – 0.**

| BOARD MEMBER     | Yea | Nay | Abstain | Absent |
|------------------|-----|-----|---------|--------|
| Melanie Petersen | X   |     |         |        |
| Johnny Knight    |     |     |         | X      |
| Sean Kelly       | X   |     |         |        |
| John Anderson    | X   |     |         |        |
| Donna Knight     |     |     |         | X      |
| Michelle Porter  | X   |     |         |        |
| Brian Sebring    | X   |     |         |        |

## 7. INFORMATION ITEMS

- A. Finance Report

## 8. CLOSED SESSION

**The Board convened into Closed Session at 7:30 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; or to hear a complaint or charge against an officer or employee.
    - 1. Personnel Matters
    - 2. Board Goals
    - 3. Superintendent Goals and Evaluation Instrument
  - E. Texas Government Code 551.076 - To consider the deployment, or specific occasions for implementation, of security personnel or devices.
    - 1. District Safety and Security Audit Update 2023-2026
  - 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.
9. RECONVENE IN OPEN SESSION FOR ACTION RELATIVE TO CLOSED SESSION

**The Board reconvened into Open Session at 8:40 p.m.**

- A. Consideration and Approval of Personnel  
Brenda Sanford, Superintendent

**Mr. Sebring made a motion to approve personnel as presented. Ms. Porter seconded the motion. The motion passed 5 – 0.**

| BOARD MEMBER     | Yea | Nay | Abstain | Absent |
|------------------|-----|-----|---------|--------|
| Melanie Petersen | X   |     |         |        |
| Johnny Knight    |     |     |         | X      |
| Sean Kelly       | X   |     |         |        |
| John Anderson    | X   |     |         |        |
| Donna Knight     |     |     |         | X      |
| Michelle Porter  | X   |     |         |        |
| Brian Sebring    | X   |     |         |        |

- B. Consideration and Approval of Board Goals  
Melanie Petersen, Board President

**Mr. Sebring made a motion to adopt and approve the Board goals for 2026-2027. Mr. Anderson seconded the motion. The motion passed 5 – 0.**

| BOARD MEMBER     | Yea | Nay | Abstain | Absent |
|------------------|-----|-----|---------|--------|
| Melanie Petersen | X   |     |         |        |
| Johnny Knight    |     |     |         | X      |
| Sean Kelly       | X   |     |         |        |
| John Anderson    | X   |     |         |        |
| Donna Knight     |     |     |         | X      |
| Michelle Porter  | X   |     |         |        |
| Brian Sebring    | X   |     |         |        |

- C. Consideration and Approval of Superintendent Goals and Evaluation Instrument  
Melanie Petersen, Board President

**Mr. Sebring made a motion to adopt and approve the Superintendent evaluation instrument and goals for 2026-2027. Ms. Porter seconded the motion. The motion passed 5 – 0.**

| BOARD MEMBER     | Yea | Nay | Abstain | Absent |
|------------------|-----|-----|---------|--------|
| Melanie Petersen | X   |     |         |        |
| Johnny Knight    |     |     |         | X      |
| Sean Kelly       | X   |     |         |        |
| John Anderson    | X   |     |         |        |
| Donna Knight     |     |     |         | X      |
| Michelle Porter  | X   |     |         |        |
| Brian Sebring    | X   |     |         |        |

- D. Consideration and Approval of the 2023-2026 District Safety and Security Audit  
Brenda Sanford, Superintendent

**Mr. Sebring made a motion to accept the 2023-2026 District Safety and Security Audit. Mr. Anderson seconded the motion. The motion passed 5 – 0.**

| BOARD MEMBER     | Yea | Nay | Abstain | Absent |
|------------------|-----|-----|---------|--------|
| Melanie Petersen | X   |     |         |        |
| Johnny Knight    |     |     |         | X      |
| Sean Kelly       | X   |     |         |        |
| John Anderson    | X   |     |         |        |
| Donna Knight     |     |     |         | X      |
| Michelle Porter  | X   |     |         |        |
| Brian Sebring    | X   |     |         |        |

10. ADJOURNMENT

**As there was no further business or action to be taken, the meeting adjourned at 8:42 p.m.**

---

Melanie Petersen, Board President

---

Sean Kelly, Board Secretary

| CHECK     |                     |        |         | ACCOUNT    |                      |   |    |      |    |     |   |    |     |
|-----------|---------------------|--------|---------|------------|----------------------|---|----|------|----|-----|---|----|-----|
| NUMBER    | VENDOR              |        |         | AMOUNT     | NUMBER               |   |    |      |    |     |   |    |     |
| 237933    | SHELL               | ENERGY | SOLUTIO | 31,158.93  | 199                  | E | 51 | 6259 | 02 | 001 | 0 | 99 | 000 |
| 237933    | SHELL               | ENERGY | SOLUTIO | 15,172.51  | 199                  | E | 51 | 6259 | 02 | 041 | 0 | 99 | 000 |
| 237933    | SHELL               | ENERGY | SOLUTIO | 5,946.57   | 199                  | E | 51 | 6259 | 02 | 101 | 0 | 99 | 000 |
| 237933    | SHELL               | ENERGY | SOLUTIO | 3,660.47   | 199                  | E | 51 | 6259 | 02 | 102 | 0 | 99 | 000 |
| 237933    | SHELL               | ENERGY | SOLUTIO | 4,392.38   | 199                  | E | 51 | 6259 | 02 | 103 | 0 | 99 | 000 |
| 237933    | SHELL               | ENERGY | SOLUTIO | 6,816.34   | 199                  | E | 51 | 6259 | 02 | 105 | 0 | 99 | 000 |
| 237933    | SHELL               | ENERGY | SOLUTIO | 10,448.85  | 199                  | E | 51 | 6259 | 02 | 999 | 0 | 99 | 000 |
| 237933    | SHELL               | ENERGY | SOLUTIO | 14,583.47  | 198                  | E | 51 | 6259 | 02 | 999 | 0 | 99 | 000 |
| 237933    | SHELL               | ENERGY | SOLUTIO | 2,794.54   | 199                  | E | 51 | 6259 | 02 | 870 | 0 | 99 | 000 |
| 237933    | SHELL               | ENERGY | SOLUTIO | 840.24     | 199                  | E | 51 | 6259 | 02 | 996 | 0 | 99 | 000 |
| 237933    | SHELL               | ENERGY | SOLUTIO | 2,340.13   | 199                  | E | 51 | 6259 | 02 | 995 | 0 | 99 | 000 |
| 237933    | SHELL               | ENERGY | SOLUTIO | 2,847.84   | 199                  | E | 51 | 6259 | 02 | 001 | 0 | 22 | 000 |
| 237933    | SHELL               | ENERGY | SOLUTIO | 6,512.58   | 199                  | E | 51 | 6259 | 02 | 042 | 0 | 99 | 000 |
|           |                     |        |         | 107,514.85 | Totals for 237933    |   |    |      |    |     |   |    |     |
|           |                     |        |         |            |                      |   |    |      |    |     |   |    |     |
| 262700103 | MASTERYPREP, LLC    |        |         | 44,487.73  | 410                  | E | 11 | 6321 | 27 | 999 | 0 | 11 | IMA |
| 262700103 | MASTERYPREP, LLC    |        |         | 25,420.00  | 199                  | E | 11 | 6398 | 00 | 871 | 0 | 11 | 000 |
|           |                     |        |         | 69,907.73  | Totals for 262700103 |   |    |      |    |     |   |    |     |
|           |                     |        |         |            |                      |   |    |      |    |     |   |    |     |
| 262700140 | INSIGHT INVESTMENTS |        |         | 284,732.66 | 199                  | E | 52 | 6659 | 10 | 999 | 0 | 99 | 000 |
| 262700140 | INSIGHT INVESTMENTS |        |         | 179,546.03 | 199                  | E | 11 | 6659 | 16 | 999 | 0 | 11 | 000 |
|           |                     |        |         | 464,278.69 | Totals for 262700140 |   |    |      |    |     |   |    |     |
|           |                     |        |         |            |                      |   |    |      |    |     |   |    |     |
| 262700145 | MASTERYPREP, LLC    |        |         | 78,450.01  | 410                  | E | 11 | 6321 | 26 | 999 | 0 | 11 | IMA |
|           |                     |        |         | 78,450.01  | Totals for 262700145 |   |    |      |    |     |   |    |     |
|           |                     |        |         |            |                      |   |    |      |    |     |   |    |     |
|           |                     |        |         | 720,151.28 | Totals for checks    |   |    |      |    |     |   |    |     |

76,174.55 Totals for checks

18

Local Policy Changes

**Presented for:**

Board Action   X  

Report/Review Only \_\_\_\_\_

**Supporting documents:**

None \_\_\_\_\_

Attached   X  

Provided Later \_\_\_\_\_

**Contact Person:**

Merilee Stone, Assessment and Accountability Coordinator

**Background Information:**

Attached you will find local policies updated due to changes in legal policy, Texas Administrative Code or to match current local practices.

**BE(LOCAL): BOARD MEETINGS**

- Changes start time of Board meetings to 6:00 p.m.

**DGBA(LOCAL): PERSONNEL-MANAGEMENT RELATIONS – EMPLOYEE COMPLAINTS/GRIEVANCES**

- Updated to comply with both legislation and the Red Oak ISD District of Innovation Plan.

**EHBE(LOCAL): SPECIAL PROGRAMS – BILINGUAL EDUCATION/ESL**

- Expands the policy to include specifics regarding the program in Red Oak ISD.

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

- Updated to comply with both legislation and the Red Oak ISD District of Innovation Plan.

**GF(LOCAL): PUBLIC COMPLAINTS**

- Updated to comply with both legislation and the Red Oak ISD District of Innovation Plan.

**Fiscal Implications:**

N/A

**Administrative Recommendation:**

The administration recommends that the Board revise (LOCAL) policies as recommended by ROISD Administration.

## PROPOSED REVISIONS

|                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Meeting Place and Time</b>        | <p>Board meetings shall be held during a time that is outside of typical work hours. [See FA(LEGAL)]</p> <p>The notice for a Board meeting shall reflect the date, time, and location of the meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Regular Meetings</b>              | <p>Regular meetings of the Board shall normally be held on the third Monday of each month at <u>6:00 p.m.</u><del>7:00 p.m.</del> When determined necessary and for the convenience of Board members, the Board President may change the date, time, or location of a regular meeting with proper notice.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Special or Emergency Meetings</b> | <p>The Board President shall call special meetings at the Board President's discretion or on request by two members of the Board.</p> <p>The Board President shall call an emergency meeting when it is determined by the Board President or two members of the Board that an emergency or urgent public necessity, as defined by law, warrants the meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Agenda</b>                        | <p>The deadline for submitting items for inclusion on the agenda is the 10th calendar day before regular meetings and the 10th calendar day before special meetings.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Deadline                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Preparation                          | <p>In consultation with the Board President, the Superintendent shall prepare the agenda for all Board meetings. Any Board member may request that a subject be included on the agenda for a meeting, and the Superintendent shall include on the preliminary agenda of the meeting all topics that have been timely submitted by a Board member.</p> <p>Before the official agenda is finalized for any meeting, the Superintendent shall consult the Board President to ensure that the agenda and the topics included meet with the Board President's approval. In reviewing the preliminary agenda, the Board President shall ensure that any topics the Board or individual Board members have requested to be addressed are either on that agenda or scheduled for deliberation at an appropriate time in the near future. The Board President shall not have authority to remove from the agenda a subject requested by a Board member without that Board member's specific authorization.</p> |
| <b>Notice to Members</b>             | <p>Members of the Board shall be given notice of regular and special meetings at least three business days prior to the scheduled date of the meeting and at least one hour prior to the time of an emergency meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

BOARD MEETINGS

BE  
(LOCAL)

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Closed Meeting</b>             | <p>Notice of all meetings shall provide for the possibility of a closed meeting during an open meeting, in accordance with law.</p> <p>The Board may conduct a closed meeting when the agenda subject is one that may properly be discussed in closed meeting. [See BEC]</p>                                                                                                                                                                                                                                                                                                                               |
| <b>Order of Business</b>          | <p>The order of business for regular Board meetings shall be as set out in the agenda accompanying the notice of the meeting. At the meeting, the order in which posted agenda items are taken may be changed by consensus of Board members.</p>                                                                                                                                                                                                                                                                                                                                                           |
| <b>Rules of Order</b>             | <p>The Board shall observe the parliamentary procedures as found in <i>Robert's Rules of Order, Newly Revised</i>, except as otherwise provided in Board procedural rules or by law. Procedural rules may be suspended at any Board meeting by majority vote of the members present.</p>                                                                                                                                                                                                                                                                                                                   |
| Record Vote                       | <p>Voting on any item shall be a record vote by show of hands or roll call, as directed by the Board President. Any member may abstain from voting on an item, and a member's vote or failure to vote shall be recorded in the minutes. [See BDAA(LOCAL) for the Board President's voting rights]</p>                                                                                                                                                                                                                                                                                                      |
| Consent Agenda                    | <p>When the agenda is prepared, the Board President shall determine items, if any, that qualify to be placed on the consent agenda. A consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.</p> |
| <b>Minutes</b>                    | <p>Board action shall be carefully recorded by the Board Secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the Board President and the Board Secretary.</p> <p>[See CPC regarding retention of records.]</p>                                                                                                                                                                                                                                            |
| <b>Discussions and Limitation</b> | <p>Discussions shall be addressed to the Board President and then the entire membership. Discussion shall be directed solely to the business currently under deliberation, and the Board President shall halt discussion that does not apply to the business before the Board.</p> <p>The Board President shall also halt discussion if the Board has agreed to a time limitation for discussion of an item, and that time</p>                                                                                                                                                                             |

BOARD MEETINGS

BE  
(LOCAL)

limit has expired. Aside from these limitations, the Board President shall not interfere with debate so long as members wish to address themselves to an item under consideration.

## PROPOSED REVISIONS

|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                               | <hr/> <b>Note:</b> <a href="#">This local policy has been revised in accordance with the District's innovation plan. [See AF(LOCAL)]</a> <hr/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Complaints</b>                             | <p>In this policy, the terms “complaint” and “grievance” shall have the same meaning.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Other Complaint Processes                     | <p>Employee complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with DGBA after the relevant complaint process:</p> <ol style="list-style-type: none"><li>1. Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), ADEA (age), or Section 504 (disability), shall be submitted in accordance with the DIA series.</li><li>2. Complaints alleging certain forms of harassment, including harassment by a supervisor and violation of Title VII, shall be submitted in accordance with the DIA series.</li><li>3. Complaints concerning retaliation relating to discrimination and harassment shall be submitted in accordance with the DIA series.</li><li>4. Complaints concerning instructional resources shall be submitted in accordance with the EF series.</li><li>5. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with the CKE series.</li><li>6. Complaints concerning the proposed nonrenewal of a term contract issued under Chapter 21 of the Education Code shall be submitted in accordance with DFBB.</li><li>7. Complaints concerning the proposed termination or suspension without pay of an employee on a probationary, term, or continuing contract issued under Chapter 21 of the Education Code during the contract term shall be submitted in accordance with DFAA, DFBA, or DFCA.</li></ol> |
| <b>Notice to Employees</b>                    | <p>The District shall inform employees of this policy through appropriate District publications.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Guiding Principles</b><br>Informal Process | <p>The Board encourages employees to discuss their concerns with their supervisor, principal, or other appropriate administrator who</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE COMPLAINTS/GRIEVANCES

DGBA  
(LOCAL)

|                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|--------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                        | <p>has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.</p> <p>Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.</p>                                                                                                                                                                                                                                                    |
| <p>Direct<br/>Communication with<br/>Board Members</p> | <p>Employees shall not be prohibited from communicating with a member of the Board regarding District operations except when communication between an employee and a Board member would be inappropriate because of a pending hearing or appeal related to the employee.</p>                                                                                                                                                                                                                                                                                     |
| <p>Formal Process</p>                                  | <p>An employee may initiate the formal process described below by timely filing a written complaint form.</p> <p>Even after initiating the formal complaint process, employees are encouraged to seek informal resolution of their concerns. An employee whose concerns are resolved may withdraw a formal complaint at any time.</p> <p>The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.</p> |
| <p><b>Freedom from<br/>Retaliation</b></p>             | <p>Neither the Board nor any District employee shall unlawfully retaliate against an employee for bringing a concern or complaint.</p>                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <p><b>Whistleblower<br/>Complaints</b></p>             | <p>Whistleblower complaints shall be filed within the time specified by law and may be made to the Superintendent or designee beginning at Level Two. Timelines for the employee and the District set out in this policy may be shortened to allow the Board to make a final decision within 60 calendar days of the initiation of the complaint.<br/>[See DG]</p>                                                                                                                                                                                               |
| <p><u><b>Notice of Complaint</b></u></p>               | <p><u>A District employee against whom a complaint has been filed shall be provided notice of the complaint in accordance with administrative regulations. The employee shall have sufficient opportunity to submit a written response to the complaint that shall be included in the record of the complaint.</u></p>                                                                                                                                                                                                                                           |
| <p><b>Complaints Against<br/>Supervisors</b></p>       | <p>Complaints alleging a violation of law by a supervisor may be made to the Superintendent or designee. Complaint forms alleging a violation of law by the Superintendent may be submitted directly to the Board or designee.</p>                                                                                                                                                                                                                                                                                                                               |
| <p><b>General Provisions</b><br/>Filing</p>            | <p>Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the</p>                                                                                                                                                                                                                                                                                                                                                  |

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE COMPLAINTS/GRIEVANCES

DGBA  
(LOCAL)

appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.

Scheduling  
Conferences

The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If the employee fails to appear at a scheduled conference, the District may hold the conference and issue a decision in the employee's absence.

Response

At Levels One and Two, "response" shall mean a written communication to the employee from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the employee's email address of record, or sent by U.S. Mail to the employee's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

"Days" shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."

Representative

"Representative" shall mean any person who or an organization that does not claim the right to strike and is designated by the employee to represent him or her in the complaint process.

The employee may designate a representative through written notice to the District at any level of this process. The representative may participate in person or by telephone conference call. If the employee designates a representative with fewer than three days' notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process.

Consolidating  
Complaints

Complaints arising out of an event or a series of related events shall be addressed in one complaint. Employees shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the District may consolidate the complaints.

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE COMPLAINTS/GRIEVANCES

DGBA  
(LOCAL)

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Untimely Filings           | <p>All time limits shall be strictly followed unless modified by mutual written consent.</p> <p>If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the employee, at any point during the complaint process. The employee may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.</p>                                                                                                                                                                                    |
| Costs Incurred             | <p>Each party shall pay its own costs incurred in the course of the complaint.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Complaint and Appeal Forms | <p>Complaints and appeals under this policy shall be submitted in writing on a form provided by the District.</p> <p>Copies of any documents that support the complaint should be attached to the complaint form. If the employee does not have copies of these documents, they may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the employee unless the employee did not know the documents existed before the Level One conference.</p> <p>A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refile is within the designated time for filing.</p> |
| Audio Recording            | <p>As provided by law, an employee shall be permitted to make an audio recording of a conference or hearing under this policy at which the substance of the employee's complaint is discussed. The employee shall notify all attendees present that an audio recording is taking place.</p>                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Level One</b>           | <p>Complaint forms must be filed:</p> <ol style="list-style-type: none"><li>1. Within 15 days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and</li><li>2. With the lowest level administrator who has the authority to remedy the alleged problem.</li></ol> <p>In most circumstances, employees on a school campus shall file Level One complaints with the campus principal; other District employees shall file Level One complaints with their immediate supervisor.</p>                                                                                                                             |

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE COMPLAINTS/GRIEVANCES

DGBA  
(LOCAL)

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

The appropriate administrator shall investigate as necessary and schedule a conference with the employee within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.

Absent extenuating circumstances, the administrator shall provide the employee a written response within ten days following the conference. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator believes will help resolve the complaint.

**Level Two**

If the employee did not receive the relief requested at Level One or if the time for a response has expired, the employee may request a conference with the Superintendent or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received, within ten days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The employee may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the employee at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Superintendent or designee shall schedule a conference within ten days after the appeal notice is filed. The conference shall

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE COMPLAINTS/GRIEVANCES

DGBA  
(LOCAL)

be limited to the issues and documents considered at Level One. At the conference, the employee may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference.

The Superintendent or designee shall provide the employee a written response within ten days following the conference. In reaching a decision, the Superintendent or designee may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

**Level Three**

If the employee did not receive the relief requested at Level Two or if the time for a response has expired, the employee may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level Two response or, if no response was received, within ten days of the Level Two response deadline.

The Superintendent or designee shall inform the employee of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board the record of the Level Two appeal. The employee may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. The written response issued at Level Two and any attachments.
4. All other documents relied upon by the administration in reaching the Level Two decision.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the employee notice of the nature of the evidence at least three days before the hearing.

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE COMPLAINTS/GRIEVANCES

DGBA  
(LOCAL)

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the employee and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the employee or the employee's representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

## PROPOSED REVISIONS

### Language Proficiency Assessment Committees

The professional staff members of the LPAC(s) shall be assigned those duties by the Superintendent or designee. Selection of parent members of LPAC(s) shall be made after soliciting volunteers and upon the recommendation of professionals involved in the bilingual/ESL programs.

### Training

The District shall provide orientation and training for all members of the LPAC(s), which shall include a discussion of the committee's duties and a thorough explanation and review of all laws and rules governing the confidentiality of information regarding individual students. In performing their duties, committee members shall be acting for the District and shall observe requirements regarding confidentiality of student records. [See FL]

### Dual Language Immersion Program

The District shall implement for students enrolled in elementary school grades a one-way dual language immersion program (DLIP) to develop students who achieve high academic standards and are bilingual, biliterate, and bicultural.

### Eligibility

In accordance with law, access to the program shall not be based on race, creed, color, religious affiliation, age, or disability. [See EHBE(LEGAL)]

Students residing in the attendance zone of the one-way dual language school shall be given priority in enrollment in the DLIP.

The District shall use a Texas Education Agency-approved language proficiency test of all students in the program to establish baseline data in academic language.

### Support

The Board and administration shall support the DLIP by hiring and retaining quality staff, funding appropriate professional development, and providing program facilities and instructional resources.

### Equitable Access

The District is committed to providing equitable access to services for English learners.

### Expectation of Participants

The District shall expect each student enrolled in the DLIP to:

1. Commit to the program throughout the elementary school grades; and
2. Maintain a high record of attendance.

The District shall expect each parent of a student enrolled in the DLIP to:

1. Support the continued development of the native language at home;

2. Support the child's academic, linguistic, and socio-cultural development;
3. Attend one-way dual language parent meetings; and
4. Advocate for and support the dual language program.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

**PROPOSED REVISIONS**

**Complaints**

Other Complaint  
Processes

---

**Note:** This local policy has been revised in accordance with the District's innovation plan. [See AF(LOCAL)]

---

In this policy, the terms "complaint" and "grievance" shall have the same meaning.

Student or parent complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with FNG after the relevant complaint process has been followed:

1. Complaints alleging discrimination or harassment based on race, color, religion, sex, gender, national origin, age, or disability shall be submitted in accordance with FFH.
2. Complaints concerning dating violence shall be submitted in accordance with FFH.
3. Complaints concerning retaliation related to discrimination and harassment shall be submitted in accordance with FFH.
4. Complaints concerning bullying or retaliation related to bullying shall be submitted in accordance with FFI.
5. Complaints concerning failure to award credit or a final grade on the basis of attendance shall be submitted in accordance with FEC.
6. Complaints concerning expulsion shall be submitted in accordance with FOD and the Student Code of Conduct.
7. Complaints concerning any final decisions of the gifted and talented selection committee regarding selection for or exit from the gifted program shall be submitted in accordance with EHBB.
8. Complaints within the scope of Section 504, including complaints concerning identification, evaluation, or educational placement of a student with a disability, shall be submitted in accordance with FB and the procedural safeguards handbook.
9. Complaints within the scope of the Individuals with Disabilities Education Act, including complaints concerning identification, evaluation, educational placement, or discipline of a student with a disability, shall be submitted in accordance with EHBAE, FOF, and the procedural safeguards handbook provided to parents of all students referred to special education.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

10. Complaints concerning instructional resources shall be submitted in accordance with the EF series.
11. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with the CKE series.
12. Complaints concerning intradistrict transfers or campus assignment shall be submitted in accordance with FDB.
13. Complaints concerning admission, placement, or services provided for a homeless student shall be submitted in accordance with FDC.
14. Complaints concerning disputes regarding a student's eligibility for free or reduced-priced meal programs shall be submitted in accordance with COB.

Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. However, the timelines shall be adjusted as necessary to permit the complainant to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]

**Notice to Students and Parents**

The District shall inform students and parents of this policy through appropriate District publications.

**Guiding Principles**

Informal Process

The Board encourages students and parents to discuss their concerns with the appropriate teacher, principal, or other campus administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

Formal Process

A student or parent may initiate the formal process described below by timely filing a written complaint form.

Even after initiating the formal complaint process, students and parents are encouraged to seek informal resolution of their concerns. A student or parent whose concerns are resolved may withdraw a formal complaint at any time.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or "mini-trial" at any level.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Freedom from Retaliation</b> | Neither the Board nor any District employee shall unlawfully retaliate against any student or parent for bringing a concern or complaint.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>General Provisions</b>       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Filing                          | Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.                     |
| Scheduling Conferences          | The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If a student or parent fails to appear at a scheduled conference, the District may hold the conference and issue a decision in the student's or parent's absence.                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Response                        | At Levels One and Two, "response" shall mean a written communication to the student or parent from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the student's or parent's email address of record, or sent by U.S. Mail to the student's or parent's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.                                                                                                                                                                                                                                                                                                       |
| Days                            | "Days" shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Representative                  | <p>"Representative" shall mean any person who or organization that is designated by the student or parent to represent the student or parent in the complaint process. A student may be represented by an adult at any level of the complaint.</p> <p>The student or parent may designate a representative through written notice to the District at any level of this process. If the student or parent designates a representative with fewer than three days' notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process.</p> |
| Consolidating Complaints        | Complaints arising out of an event or a series of related events shall be addressed in one complaint. A student or parent shall not file separate or serial complaints arising from any event or series of                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                            | events that have been or could have been addressed in a previous complaint.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Untimely Filings           | <p>All time limits shall be strictly followed unless modified by mutual written consent.</p> <p>If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the student or parent, at any point during the complaint process. The student or parent may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.</p>                                                                                                                                                                                                |
| Costs Incurred             | Each party shall pay its own costs incurred in the course of the complaint.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Complaint and Appeal Forms | <p>Complaints and appeals under this policy shall be submitted in writing on a form provided by the District.</p> <p>Copies of any documents that support the complaint should be attached to the complaint form. If the student or parent does not have copies of these documents, copies may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the student or parent unless the student or parent did not know the documents existed before the Level One conference.</p> <p>A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refiled is within the designated time for filing.</p> |
| <u>Notice of Complaint</u> | <u>A District employee against whom a complaint has been filed shall be provided notice of the complaint in accordance with administrative regulations. The employee shall have sufficient opportunity to submit a written response to the complaint that shall be included in the record of the complaint.</u>                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Level One</b>           | <p>Complaint forms must be filed:</p> <ol style="list-style-type: none"><li>1. Within 15 days of the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and</li><li>2. With the lowest level administrator who has the authority to remedy the alleged problem.</li></ol> <p>In most circumstances, students and parents shall file Level One complaints with the campus principal.</p>                                                                                                                                                                                                                                                    |

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

The appropriate administrator shall investigate as necessary and schedule a conference with the student or parent within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.

Absent extenuating circumstances, the administrator shall provide the student or parent a written response within ten days following the conference. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator believes will help resolve the complaint.

**Level Two**

If the student or parent did not receive the relief requested at Level One or if the time for a response has expired, the student or parent may request a conference with the Superintendent or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received, within ten days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The student or parent may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the student or parent at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

The Superintendent or designee shall schedule a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One. At the conference, the student or parent may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference.

The Superintendent or designee shall provide the student or parent a written response within ten days following the conference. In reaching a decision, the Superintendent or designee may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

**Level Three**

If the student or parent did not receive the relief requested at Level Two or if the time for a response has expired, the student or parent may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level Two response or, if no response was received, within ten days of the Level Two response deadline.

The Superintendent or designee shall inform the student or parent of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board the record of the Level Two appeal. The student or parent may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. The written response issued at Level Two and any attachments.
4. All other documents relied upon by the administration in reaching the Level Two decision.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the student or parent

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

notice of the nature of the evidence at least three days before the hearing.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the student or parent and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the student or parent or the student's representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

## PROPOSED REVISIONS

|                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                           | <p><b>Note:</b> <u>This local policy has been revised in accordance with the District's innovation plan. [See AF(LOCAL)]</u></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Complaints</b>         | <p>In this policy, the terms "complaint" and "grievance" shall have the same meaning.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Other Complaint Processes | <p>Complaints by members of the public shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with GF after the relevant complaint process:</p> <ol style="list-style-type: none"><li>1. Complaints concerning instructional resources shall be filed in accordance with the EF series.</li><li>2. Complaints concerning a commissioned peace officer who is an employee of the District shall be filed in accordance with the CKE series.</li></ol> <p>Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. However, the timelines shall be adjusted as necessary to permit the complainant to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]</p> |
| <b>Guiding Principles</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Informal Process          | <p>The Board encourages the public to discuss concerns with an appropriate administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.</p> <p>Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Formal Process            | <p>An individual may initiate the formal process described below by timely filing a written complaint form.</p> <p>Even after initiating the formal complaint process, individuals are encouraged to seek informal resolution of their concerns. An individual whose concerns are resolved may withdraw a formal complaint at any time.</p> <p>The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or "mini-trial" at any level.</p>                                                                                                                                                                                                                                                                                                                                                                                                                       |

PUBLIC COMPLAINTS

GF  
(LOCAL)

|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Freedom from Retaliation</b> | Neither the Board nor any District employee shall unlawfully retaliate against any individual for bringing a concern or complaint.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>General Provisions</b>       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Filing                          | Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline. |
| Scheduling Conferences          | The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If the individual fails to appear at a scheduled conference, the District may hold the conference and issue a decision in the individual's absence.                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Response                        | At Levels One and Two, "response" shall mean a written communication to the individual from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the individual's email address of record, or sent by U.S. Mail to the individual's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.                                                                                                                                                                                                                                                                                                            |
| Days                            | "Days" shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Representative                  | <p>"Representative" shall mean any person who or organization that is designated by an individual to represent the individual in the complaint process.</p> <p>The individual may designate a representative through written notice to the District at any level of this process. If the individual designates a representative with fewer than three days' notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process.</p>                                                                                  |
| Consolidating Complaints        | Complaints arising out of an event or a series of related events shall be addressed in one complaint. An individual shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.                                                                                                                                                                                                                                                                                                                                                                                                                                         |

PUBLIC COMPLAINTS

GF  
(LOCAL)

Untimely Filings

All time limits shall be strictly followed unless modified by mutual written consent.

If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the individual, at any point during the complaint process. The individual may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.

Costs Incurred

Each party shall pay its own costs incurred in the course of the complaint.

Complaint and  
Appeal Forms

Complaints and appeals under this policy shall be submitted in writing on a form provided by the District.

Copies of any documents that support the complaint should be attached to the complaint form. If the individual does not have copies of these documents, they may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the individual unless the individual did not know the documents existed before the Level One conference.

A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refile is within the designated time for filing.

Notice of Complaint

A District employee against whom a complaint has been filed shall be provided notice of the complaint in accordance with administrative regulations. The employee shall have sufficient opportunity to submit a written response to the complaint that shall be included in the record of the complaint.

**Level One**

Complaint forms must be filed:

1. Within 15 days of the date the individual first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and
2. With the lowest level administrator who has the authority to remedy the alleged problem.

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint

form was received and immediately forward the complaint form to the appropriate administrator.

The appropriate administrator shall investigate as necessary and schedule a conference with the individual within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.

Absent extenuating circumstances, the administrator shall provide the individual a written response within ten days following the conference. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator believes will help resolve the complaint.

## **Level Two**

If the individual did not receive the relief requested at Level One or if the time for a response has expired, he or she may request a conference with the Superintendent or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received, within ten days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The individual may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the individual at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Superintendent or designee shall schedule a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One. At the conference, the individual may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference.

The Superintendent or designee shall provide the individual a written response within ten days following the conference. In reaching a decision, the Superintendent or designee may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

### **Level Three**

If the individual did not receive the relief requested at Level Two or if the time for a response has expired, he or she may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level Two response or, if no response was received, within ten days of the Level Two response deadline.

The Superintendent or designee shall inform the individual of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board the record of the Level Two appeal. The individual may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. The written response issued at Level Two and any attachments.
4. All other documents relied upon by the administration in reaching the Level Two decision.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the individual notice of the nature of the evidence at least three days before the hearing.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the individual and administration to each make a presentation and provide rebuttal

PUBLIC COMPLAINTS

GF  
(LOCAL)

and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the individual or his or her representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

Certification of Compliance with certain Laws under Texas Education Code 39.008, as enacted by Senate Bill 12 (89th Texas Legislative Session)

**Presented for:**

Board Action     X     Report/Review Only                     

**Supporting documents:**

None                      Attached     X     Provided Later                     

**Contact Person:**

Mrs. Michelle Ailara, Deputy Superintendent  
Dr. Bill Johnson, CFO

**Background Information:**

Beginning with the 2026–2027 school year, pursuant to Senate Bill 12 of the 89<sup>th</sup> Texas Legislature, districts must submit a board approved certification of compliance to the Texas Education Agency (TEA) no later than September 30 of each school year.

Pursuant to Texas Education Code (TEC) 39.008, the annual certification must:

- Be approved by a majority vote of the board of trustees at a public meeting that includes opportunity for public testimony and for which notice was posted on the school system’s website at least seven days before the meeting;
- Be submitted electronically to TEA; and
- Include the required information outlined in TEC, 39.008(b)(2)

Included in your packet is the Certification of Compliance to review which includes the following sections with specific information:

Section 1: School System Information  
Section 2: Description of Required Policies and Procedures  
Section 3: Policy or Program Changes  
Section 4: Cost Savings  
Section 5: Board Approval  
Section 6: Certification Statement

**Administrative Recommendation:**

Administration recommends that the School Board approve the Certification of Compliance with Certain Laws Required by Texas Education Code Section 39.008 and SB 12 as presented.

Daily Enrollment & Attendance Analysis for the Day ending: 9-9-2026

| RED OAK HIGH SCHOOL - 001 |      | EOY     | EOY     | EOY     | EOY     |
|---------------------------|------|---------|---------|---------|---------|
|                           | CY   | 2025-26 | 2024-25 | 2023-24 | 2022-23 |
| 12th Grade                | 523  | 573     | 525     | 458     | 518     |
| 11th Grade                | 569  | 515     | 561     | 506     | 438     |
| 10th Grade                | 531  | 583     | 573     | 606     | 507     |
| 9th Grade                 | 501  | 540     | 596     | 579     | 653     |
| Total Enrollment          | 2124 | 2211    | 2255    | 2149    | 2116    |

|                 |                 |
|-----------------|-----------------|
| Total Absences: | 114             |
| Daily ADA       | % of Attendance |
| 2007.50         | 94.63           |
| 1ST SW ADA      | % of Attendance |
| 2038.59         | 96.74           |
|                 | % of Attendance |
| 2111.60         | 99.48           |

| 1st SW ADA Percentage Breakdown |          |                |
|---------------------------------|----------|----------------|
| ROHS                            | 9-9 Only | 8-12 THRU 9-18 |
| 12th Grade                      | 93.08    | 96.23          |
| 11th Grade                      | 93.33    | 96.30          |
| 10th Grade                      | 96.04    | 96.98          |
| 9th Grade                       | 96.21    | 97.51          |

| RED OAK MIDDLE SCHOOL - 041 |     | EOY     | EOY     | EOY     | EOY     |
|-----------------------------|-----|---------|---------|---------|---------|
|                             | CY  | 2025-26 | 2024-25 | 2023-24 | 2022-23 |
| 8th Grade                   | 258 | 219     | 532     | 552     | 543     |
| 7th Grade                   | 241 | 271     | 463     | 515     | 518     |
| 6th Grade                   | 251 | 247     | 501     | 460     | 490     |
| Total Enrollment            | 750 | 737     | 1496    | 1527    | 1551    |

|                 |                 |
|-----------------|-----------------|
| Total Absences: | 28              |
| Daily ADA       | % of Attendance |
| 722.00          | 96.27           |
| 1ST SW ADA      | % of Attendance |
| 720.25          | 96.85           |
| Yearly ADA      | % of Attendance |
| 720.25          | 96.85           |

| 1st SW ADA Percentage Breakdown |          |                |
|---------------------------------|----------|----------------|
| ROMS                            | 9-9 Only | 8-12 THRU 9-18 |
| 8th Grade                       | 94.19    | 96.44          |
| 7th Grade                       | 97.93    | 96.92          |
| 6th Grade                       | 96.81    | 97.19          |

| SHAW MIDDLE SCHOOL - 042 |     | EOY     | EOY     | EOY     | EOY     |
|--------------------------|-----|---------|---------|---------|---------|
|                          | CY  | 2025-26 | 2024-25 | 2023-24 | 2022-23 |
| 8th Grade                | 227 | 236     |         |         |         |
| 7th Grade                | 243 | 224     |         |         |         |
| 6th Grade                | 283 | 226     |         |         |         |
| Total Enrollment         | 753 | 686     | 0       | 0       | 0       |

|                 |                 |
|-----------------|-----------------|
| Total Absences: | 28              |
| Daily ADA       | % of Attendance |
| 724.00          | 96.15           |
| 1ST SW ADA      | % of Attendance |
| 720.35          | 97.15           |
| Yearly ADA      | % of Attendance |
| 720.35          | 97.15           |

| 1st SW ADA Percentage Breakdown |          |                |
|---------------------------------|----------|----------------|
| ROMS                            | 9-9 Only | 8-12 THRU 9-18 |
| 8th Grade                       | 96.04    | 97.26          |
| 7th Grade                       | 95.88    | 97.39          |
| 6th Grade                       | 96.47    | 97.26          |

| ELLIS COUNTY JJAEP - 009 |    |                |                |                |                |                 |                 |                                 |          |                |
|--------------------------|----|----------------|----------------|----------------|----------------|-----------------|-----------------|---------------------------------|----------|----------------|
|                          | CY | EOY<br>2025-26 | EOY<br>2024-25 | EOY<br>2023-24 | EOY<br>2022-23 | Total Absences: |                 | 1st SW ADA Percentage Breakdown |          |                |
| 12th Grade               | 1  |                |                |                |                | Daily ADA       | % of Attendance | JJAEP                           | 9-9 Only | 8-12 THRU 9-18 |
| 11th Grade               | 0  |                |                |                |                | -               | -               | 12th Grade                      |          |                |
| 10th Grade               | 1  |                |                |                |                | 1ST SW ADA      | % of Attendance | 11th Grade                      |          |                |
| 9th Grade                | 0  |                |                |                |                | -               | -               | 10th Grade                      |          |                |
| 8th Grade                | 0  |                |                |                |                | Yearly ADA      | % of Attendance | 9th Grade                       |          |                |
| 7th Grade                | 1  |                |                |                |                | -               | -               | 8th Grade                       |          |                |
| 6th Grade                | 0  |                |                |                |                |                 |                 | 7th Grade                       |          |                |
| 5th Grade                | 0  |                |                |                |                |                 |                 | 6th Grade                       |          |                |
| Total Enrollment         | 3  |                |                |                |                |                 |                 | 5th Grade                       |          |                |

| RED OAK ELEMENTARY - 101 |     |                |                |                |                |                 |                 |                                 |          |                |
|--------------------------|-----|----------------|----------------|----------------|----------------|-----------------|-----------------|---------------------------------|----------|----------------|
|                          | CY  | EOY<br>2025-26 | EOY<br>2024-25 | EOY<br>2023-24 | EOY<br>2022-23 | Total Absences: |                 | 1st SW ADA Percentage Breakdown |          |                |
| 5th Grade                | 64  | 76             | 83             | 101            | 70             | Daily ADA       | % of Attendance | ROE                             | 9-9 Only | 8-12 THRU 9-18 |
| 4th Grade                | 88  | 74             | 80             | 72             | 99             | 408.00          | 96.80           | 5th Grade                       | 100.00   | 97.29          |
| 3rd Grade                | 54  | 88             | 81             | 87             | 71             | 1ST SW ADA      | % of Attendance | 4th Grade                       | 97.73    | 97.59          |
| 2nd Grade                | 63  | 64             | 83             | 75             | 89             | 399.08          | 96.24           | 3rd Grade                       | 98.15    | 94.64          |
| 1st Grade                | 65  | 59             | 59             | 82             | 73             | Yearly ADA      | % of Attendance | 2nd Grade                       | 90.48    | 96.39          |
| Kinder                   | 52  | 65             | 55             | 56             | 87             | 399.08          | 96.24           | 1st Grade                       | 96.92    | 95.96          |
| Pre-K                    | 30  | 30             | 35             | 37             | 31             |                 |                 | Kinder                          | 96.15    | 96.63          |
| EE                       | 24  | 30             | 33             | 23             | 19             |                 |                 | Pre-K                           | 100.00   | 91.96          |
| Total Enrollment         | 440 | 486            | 509            | 533            | 539            |                 |                 | EE                              | 97.56    | 93.45          |

| WOODEN ELEMENTARY - 102 |     |                |                |                |                | Total Absences: |  | 1st SW ADA Percentage Breakdown |          |                |
|-------------------------|-----|----------------|----------------|----------------|----------------|-----------------|--|---------------------------------|----------|----------------|
|                         | CY  | EOY<br>2025-26 | EOY<br>2024-25 | EOY<br>2023-24 | EOY<br>2022-23 |                 |  | HAW                             | 9-9 Only | 8-12 THRU 9-18 |
| 5th Grade               | 89  | 78             | 98             | 89             | 92             | Daily ADA       |  | 5th Grade                       | 93.26    | 97.87          |
| 4th Grade               | 87  | 85             | 77             | 99             | 76             | 467.00          |  | 4th Grade                       | 96.55    | 97.39          |
| 3rd Grade               | 66  | 87             | 83             | 69             | 92             | 1ST SW ADA      |  | 3rd Grade                       | 98.48    | 98.26          |
| 2nd Grade               | 81  | 59             | 89             | 83             | 59             | 466.77          |  | 2nd Grade                       | 100.00   | 97.80          |
| 1st Grade               | 63  | 76             | 67             | 95             | 79             | Yearly ADA      |  | 1st Grade                       | 98.41    | 97.24          |
| Kinder                  | 74  | 58             | 73             | 60             | 83             | 478.79          |  | Kinder                          | 97.30    | 96.79          |
| Pre-K                   | 39  | 40             | 33             | 44             | 28             |                 |  | Pre-K                           | 94.74    | 97.46          |
| EE                      | 2   | 3              | 3              | 2              | 2              |                 |  | EE                              | 0.00     | 0.00           |
| Total Enrollment        | 501 | 486            | 523            | 541            | 511            |                 |  |                                 |          |                |

| EASTRIDGE ELEMENTARY - 103 |     |                |                |                |                | Total Absences: |  | 1st SW ADA Percentage Breakdown |          |                |
|----------------------------|-----|----------------|----------------|----------------|----------------|-----------------|--|---------------------------------|----------|----------------|
|                            | CY  | EOY<br>2025-26 | EOY<br>2024-25 | EOY<br>2023-24 | EOY<br>2022-23 |                 |  | EES                             | 9-9 Only | 8-12 THRU 9-18 |
| 5th Grade                  | 82  | 100            | 87             | 105            | 87             | Daily ADA       |  | 5th Grade                       | 100.00   | 97.59          |
| 4th Grade                  | 94  | 77             | 101            | 90             | 99             | 474.50          |  | 4th Grade                       | 97.87    | 96.85          |
| 3rd Grade                  | 76  | 97             | 80             | 101            | 77             | 1ST SW ADA      |  | 3rd Grade                       | 100.00   | 96.64          |
| 2nd Grade                  | 70  | 80             | 88             | 82             | 89             | 457.78          |  | 2nd Grade                       | 97.14    | 95.89          |
| 1st Grade                  | 77  | 66             | 81             | 85             | 80             | Yearly ADA      |  | 1st Grade                       | 98.70    | 96.80          |
| Kinder                     | 64  | 71             | 60             | 75             | 71             | 457.78          |  | Kinder                          | 100.00   | 95.88          |
| Pre-K                      | 32  | 33             | 29             | 21             | 21             |                 |  | Pre-K                           | 96.88    | 93.51          |
| EE                         | 3   | 7              | 3              | 6              | 3              |                 |  | EE                              | 100.00   | 98.11          |
| Total Enrollment           | 498 | 531            | 529            | 565            | 527            |                 |  |                                 |          |                |

| SHIELDS ELEMENTARY - 105 |     |                |                |                |                | Total Absences: |  | 1st SW ADA Percentage Breakdown |          |                |
|--------------------------|-----|----------------|----------------|----------------|----------------|-----------------|--|---------------------------------|----------|----------------|
|                          | CY  | EOY<br>2025-26 | EOY<br>2024-25 | EOY<br>2023-24 | EOY<br>2022-23 |                 |  | DTS                             | 9-9 Only | 8-12 THRU 9-18 |
| 5th Grade                | 104 | 106            | 91             | 84             | 109            | Daily ADA       |  | 5th Grade                       | 95.19    | 97.67          |
| 4th Grade                | 119 | 105            | 102            | 87             | 83             | 602.50          |  | 4th Grade                       | 98.32    | 96.63          |
| 3rd Grade                | 94  | 106            | 98             | 100            | 76             | 1ST SW ADA      |  | 3rd Grade                       | 95.74    | 96.91          |
| 2nd Grade                | 97  | 91             | 88             | 93             | 93             | 600.18          |  | 2nd Grade                       | 96.91    | 95.84          |
| 1st Grade                | 93  | 99             | 90             | 87             | 83             | Yearly ADA      |  | 1st Grade                       | 93.55    | 95.88          |
| Kinder                   | 86  | 89             | 91             | 82             | 85             | 600.18          |  | Kinder                          | 95.35    | 94.28          |
| Pre-K                    | 44  | 37             | 40             | 43             | 44             |                 |  | Pre-K                           | 97.73    | 95.34          |
| EE                       | 20  | 32             | 46             | 34             | 25             |                 |  | EE                              | 83.33    | 87.87          |
| Total Enrollment         | 657 | 665            | 646            | 610            | 598            |                 |  |                                 |          |                |

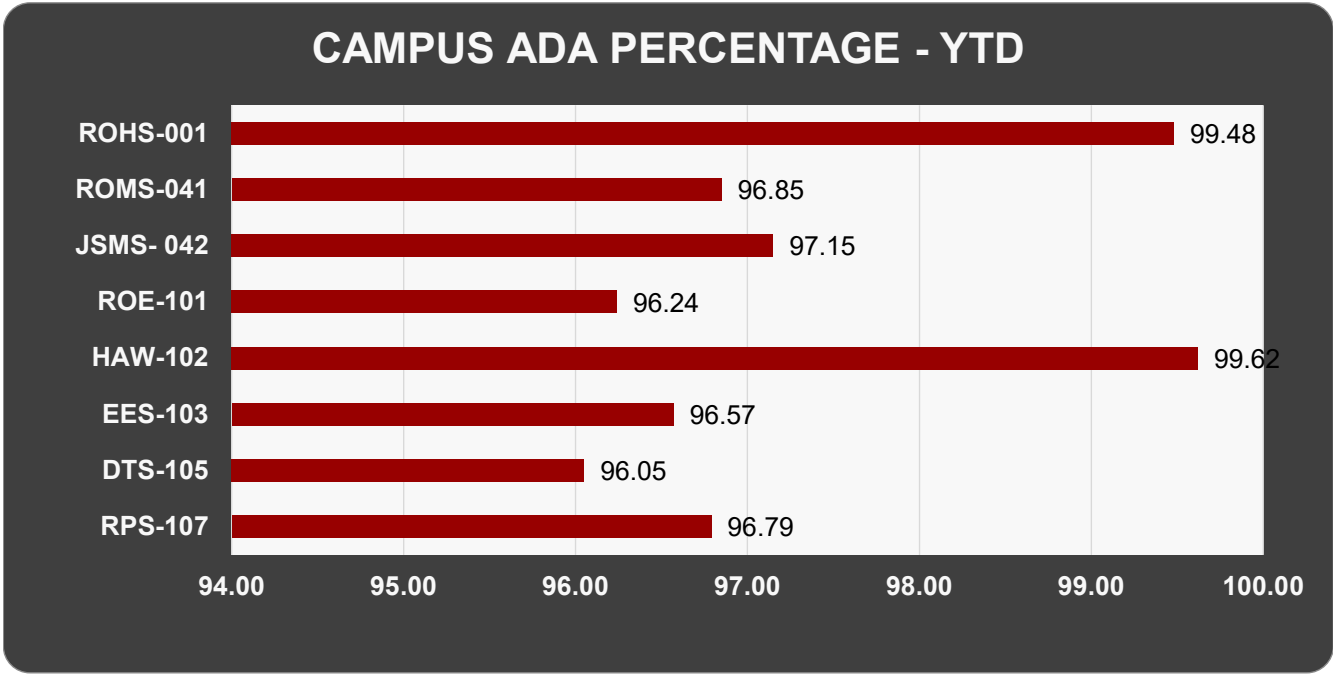
| SCHUPMANN ELEMENTARY - 107 |     |                |                |                |                | Total Absences: |  | 1st SW ADA Percentage Breakdown |          |                |
|----------------------------|-----|----------------|----------------|----------------|----------------|-----------------|--|---------------------------------|----------|----------------|
|                            | CY  | EOY<br>2025-26 | EOY<br>2024-25 | EOY<br>2023-24 | EOY<br>2022-23 |                 |  | RPS                             | 9-9 Only | 8-12 THRU 9-18 |
| 5th Grade                  | 132 | 143            | 130            | 115            | 113            | Daily ADA       |  | 5th Grade                       | 96.97    | 97.83          |
| 4th Grade                  | 116 | 126            | 142            | 125            | 104            | 685.00          |  | 4th Grade                       | 98.28    | 97.08          |
| 3rd Grade                  | 120 | 109            | 114            | 125            | 116            | 1ST SW ADA      |  | 3rd Grade                       | 96.67    | 96.82          |
| 2nd Grade                  | 125 | 110            | 104            | 104            | 121            | 676.55          |  | 2nd Grade                       | 93.60    | 96.80          |
| 1st Grade                  | 92  | 117            | 105            | 96             | 103            | 676.55          |  | 1st Grade                       | 97.83    | 96.73          |
| Kinder                     | 94  | 90             | 108            | 94             | 94             | Yearly ADA      |  | Kinder                          | 97.87    | 95.38          |
| Pre-K                      | 58  | 54             | 47             | 66             | 30             | 676.55          |  | Pre-K                           | 94.83    | 95.42          |
| EE                         | 0   | 2              | 3              | 3              | 5              |                 |  | EE                              | 0.00     | 0.00           |
| Total Enrollment           | 737 | 751            | 753            | 728            | 686            |                 |  |                                 |          |                |

| ROISD Enrollment/Grade Level |      |                |                |                |                |
|------------------------------|------|----------------|----------------|----------------|----------------|
|                              | CY   | EOY<br>2025-26 | EOY<br>2024-25 | EOY<br>2023-24 | EOY<br>2022-23 |
| 12th Grade                   | 524  | 573            | 525            | 458            | 518            |
| 11th Grade                   | 569  | 515            | 561            | 506            | 438            |
| 10th Grade                   | 532  | 583            | 575            | 606            | 508            |
| 9th Grade                    | 501  | 540            | 597            | 579            | 654            |
| 8th Grade                    | 485  | 455            | 533            | 552            | 545            |
| 7th Grade                    | 485  | 495            | 463            | 515            | 518            |
| 6th Grade                    | 534  | 473            | 501            | 460            | 490            |
| 5th Grade                    | 471  | 503            | 489            | 494            | 471            |
| 4th Grade                    | 504  | 467            | 502            | 473            | 461            |
| 3rd Grade                    | 410  | 487            | 456            | 482            | 432            |
| 2nd Grade                    | 436  | 404            | 452            | 437            | 451            |
| 1st Grade                    | 390  | 417            | 402            | 445            | 418            |
| Kinder                       | 370  | 373            | 387            | 367            | 420            |
| Pre-K                        | 203  | 194            | 184            | 211            | 154            |
| EE                           | 49   | 74             | 88             | 68             | 54             |
| Total Enrollment             | 6463 | 6553           | 6715           | 6653           | 6532           |

|                 |       |
|-----------------|-------|
| Total Absences: | 226.5 |
|-----------------|-------|

|            |                 |
|------------|-----------------|
| Daily ADA  | % of Attendance |
| 6090.00    | 96.00           |
| 1ST SW ADA | % of Attendance |
| 6044.77    | 96.30           |
| Yearly ADA | % of Attendance |
| 6044.77    | 96.30           |

| ROISD Campus YRLY SUM |      |                |                |                |                |
|-----------------------|------|----------------|----------------|----------------|----------------|
|                       | CY   | EOY<br>2025-26 | EOY<br>2024-25 | EOY<br>2023-24 | EOY<br>2022-23 |
| ROHS-001              | 2124 | 2211           | 2255           | 2149           | 2116           |
| ROMS-041              | 750  | 737            | 1496           | 1527           | 1551           |
| JSMS-042              | 753  | 686            | -              | -              | -              |
| ROE-101               | 440  | 486            | 509            | 533            | 539            |
| HAW-102               | 501  | 486            | 523            | 541            | 511            |
| EES-103               | 498  | 531            | 529            | 565            | 527            |
| DTS-105               | 657  | 665            | 646            | 610            | 598            |
| RPS-107               | 737  | 751            | 753            | 728            | 686            |
| Total Enrollment      | 6460 | 6553           | 6711           | 6653           | 6528           |



| YEAR TO DATE |       |
|--------------|-------|
| ROHS-001     | 99.48 |
| ROMS-041     | 96.85 |
| JSMS- 042    | 97.15 |
| ROE-101      | 96.24 |
| HAW-102      | 99.62 |
| EES-103      | 96.57 |
| DTS-105      | 96.05 |
| RPS-107      | 96.79 |



# Monthly Financial Report

September 2026

## RED OAK ISD-TAX COLLECTIONS

### *Monthly Tax Collections*

*As of July 31, 2026*

#### GENERAL FUND

|                                  | MONTHLY        | YEAR TO DATE   | BUDGET            | YTD %<br>OF BUDGET |
|----------------------------------|----------------|----------------|-------------------|--------------------|
| CURRENT TAXES COLLECTED          | 91,956         | 91,956         | 62,667,059        | 0.15%              |
| DELINQUENT TAX COLLECTED         | (2,329)        | (2,329)        | 200,000           | -1.16%             |
| PENALTIES AND INTEREST COLLECTED | 21,146         | 21,146         | 200,000           | 10.57%             |
| <b>TOTAL FUNDS COLLECTED</b>     | <b>110,774</b> | <b>110,774</b> | <b>63,067,059</b> | <b>0.18%</b>       |

#### DEBT SERVICE

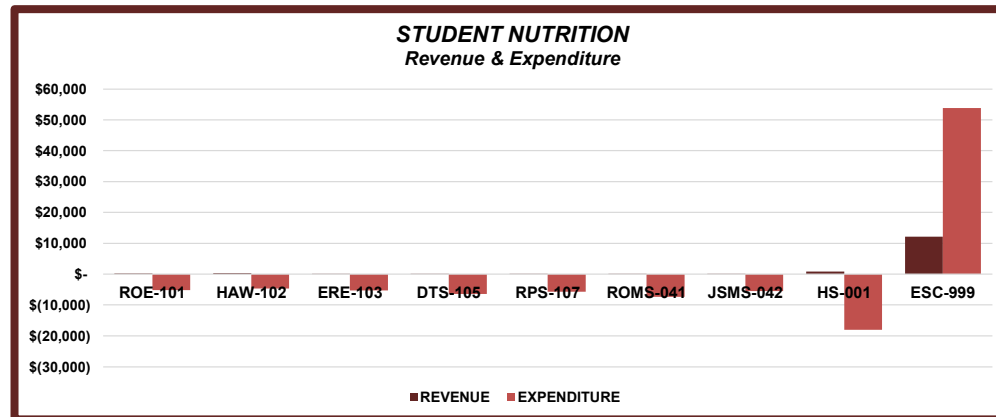
|                                  | MONTHLY       | YEAR TO DATE  | BUDGET            | YTD %<br>OF BUDGET |
|----------------------------------|---------------|---------------|-------------------|--------------------|
| CURRENT TAXES COLLECTED          | 44,757        | 44,757        | 31,163,840        | 0.14%              |
| DELINQUENT TAX COLLECTED         | (1,496)       | (1,496)       | 50,000            | -2.99%             |
| PENALTIES AND INTEREST COLLECTED | 10,170        | 10,170        | 30,000            | 33.90%             |
| <b>TOTAL FUNDS COLLECTED</b>     | <b>53,432</b> | <b>53,432</b> | <b>31,243,840</b> | <b>0.17%</b>       |

|                              |                |                |                   |              |
|------------------------------|----------------|----------------|-------------------|--------------|
| <b>TOTAL TAX COLLECTIONS</b> | <b>164,206</b> | <b>164,206</b> | <b>94,310,899</b> | <b>0.17%</b> |
|------------------------------|----------------|----------------|-------------------|--------------|

**Red Oak ISD - Student Nutrition**  
**Revenue / Expenditure Detail**  
**As of July 31, 2026**

|                                    | ROE-101 | HAW-102 | ERE-103 | DTS-105 | RPS-107 | ROMS-041 | JSMS-042 | HS-001 | ESC-999 | TOTAL |
|------------------------------------|---------|---------|---------|---------|---------|----------|----------|--------|---------|-------|
| Average Daily Participation (ADP): |         |         |         |         |         |          |          |        |         | -     |
| Breakfast                          |         |         |         |         |         |          |          |        |         | -     |
| Lunch                              |         |         |         |         |         |          |          |        |         | -     |
| Afterschool                        |         |         |         |         |         |          |          |        |         | -     |

|                                          | ROE-101           | HAW-102           | ERE-103           | DTS-105           | RPS-107           | ROMS-041          | JSMS-042          | HS-001             | ESC-999            | TOTAL             | BUDGET              | % EXP TO BUDGET |
|------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------------|--------------------|-------------------|---------------------|-----------------|
| 57xx Local Revenue                       | \$ 199            | \$ 274            | \$ 109            | \$ 97             | \$ 91             | \$ 55             | \$ 119            | \$ 874             | \$ 1,268           | \$ 3,086          | \$ 537,682          | 1%              |
| 58xx State Matching                      | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                  | 10,849             | \$ 10,849         | 105,000             | 10%             |
| 5921 Federal - Breakfast                 | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                  | -                  | \$ -              | 953,500             | 0%              |
| 5922 Federal - Lunch                     | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                  | -                  | \$ -              | 3,095,000           | 0%              |
| 5923 USDA Commodities                    | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                  | -                  | \$ -              | 300,000             | 0%              |
| 5939/49 Other Revenue                    | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                  | -                  | \$ -              | 65,250              | 0%              |
| <b>TOTAL REVENUE</b>                     | <b>\$ 199</b>     | <b>\$ 274</b>     | <b>\$ 109</b>     | <b>\$ 97</b>      | <b>\$ 91</b>      | <b>\$ 55</b>      | <b>\$ 119</b>     | <b>\$ 874</b>      | <b>\$ 12,117</b>   | <b>\$ 13,935</b>  | <b>\$ 5,056,432</b> | <b>0%</b>       |
| 61xx Payroll                             | \$ (5,611)        | \$ (5,095)        | \$ (5,705)        | \$ (6,896)        | \$ (6,147)        | \$ (8,319)        | \$ (6,214)        | \$ (18,751)        | \$ 46,845          | \$ (15,893)       | \$ 2,038,432        | -1%             |
| 62xx Contracted Services                 | 415               | 416               | 416               | 416               | 420               | 943               | 700               | 725                | -                  | \$ 4,452          | 78,530              | 6%              |
| 63xx Supplies                            | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                  | 6,514              | \$ 6,514          | 2,786,970           | 0%              |
| 64xx Travel / Miscellaneous              | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                  | 431                | \$ 431            | 25,500              | 2%              |
| 66xx Capital Outlay                      | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                  | -                  | \$ -              | 127,000             | 0%              |
| <b>TOTAL EXPENDITURES</b>                | <b>\$ (5,195)</b> | <b>\$ (4,678)</b> | <b>\$ (5,288)</b> | <b>\$ (6,481)</b> | <b>\$ (5,727)</b> | <b>\$ (7,377)</b> | <b>\$ (5,514)</b> | <b>\$ (18,026)</b> | <b>\$ 53,791</b>   | <b>\$ (4,496)</b> | <b>\$ 5,056,432</b> | <b>0%</b>       |
| <b>Other Sources (Uses)</b>              |                   |                   |                   |                   |                   |                   |                   |                    |                    |                   |                     |                 |
| Operating Transfers In                   |                   |                   |                   |                   |                   |                   |                   |                    |                    |                   |                     |                 |
| <b>Revenue Over (Under) Expenditures</b> | <b>\$ 5,394</b>   | <b>\$ 4,952</b>   | <b>\$ 5,398</b>   | <b>\$ 6,577</b>   | <b>\$ 5,818</b>   | <b>\$ 7,432</b>   | <b>\$ 5,633</b>   | <b>\$ 18,900</b>   | <b>\$ (41,674)</b> | <b>\$ 18,431</b>  | <b>\$ -</b>         |                 |



**Red Oak ISD - Debt Service Fund**  
**Revenue / Expenditure Detail**  
**As of July 31, 2026**

|                                      | Budget               | YTD Actuals       | Outstanding<br>Encumbrances | Balance              | % Expended<br>to<br>Budget |
|--------------------------------------|----------------------|-------------------|-----------------------------|----------------------|----------------------------|
| <b>Revenues</b>                      |                      |                   |                             |                      |                            |
| 57xx Local                           | \$ 31,543,840        | \$ 337,711        | \$ -                        | \$ 31,206,129        | 1.07%                      |
| 58xx State                           | 1,367,036            | -                 | -                           | 1,367,036            | 0.00%                      |
| 79xx Bond Premium                    |                      | -                 |                             | -                    |                            |
| <b>TOTAL</b>                         | <b>\$ 32,910,876</b> | <b>\$ 337,711</b> | <b>\$ -</b>                 | <b>\$ 32,573,165</b> | <b>1.03%</b>               |
| <b>Expenditures</b>                  |                      |                   |                             |                      |                            |
| 71 Debt Service                      | \$ 34,147,555        | 572,575           | \$ -                        | \$ 33,574,980        | 1.68%                      |
| <b>TOTAL</b>                         | <b>\$ 34,147,555</b> | <b>\$ 572,575</b> | <b>\$ -</b>                 | <b>\$ 33,574,980</b> | <b>1.68%</b>               |
|                                      |                      |                   |                             |                      |                            |
| Revenue Over<br>(Under) Expenditures | \$ (1,236,679)       | \$ (234,864)      | \$ -                        | \$ (1,001,815)       |                            |

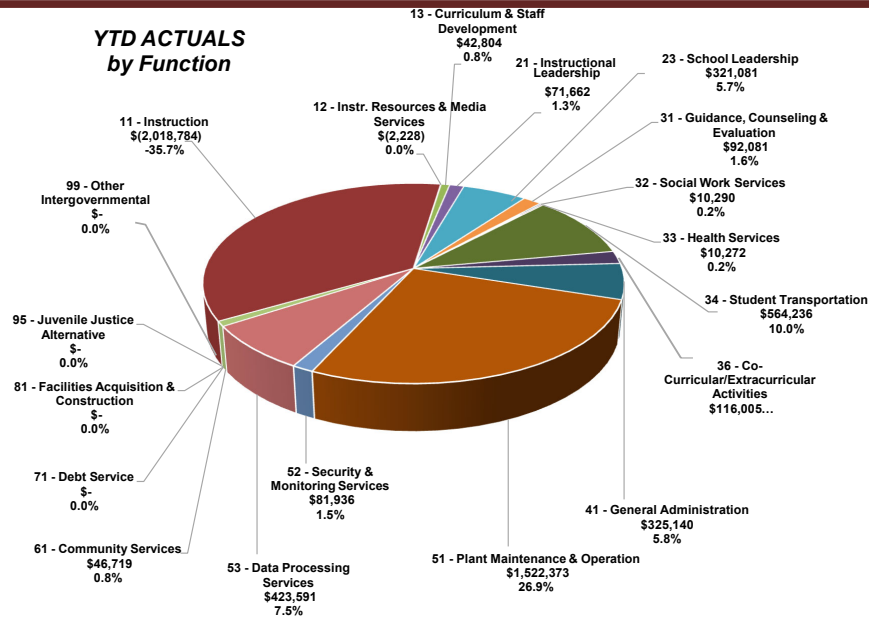
**Red Oak ISD - General Fund**  
**Revenue/Expenditure Detail**  
**As of July 31, 2026**

|                                             | Amended Budget       | 2026-2027 YTD Actual | Outstanding Encumbrances | Balance              | % Expended to Budget | 2025-2026 YTD Actual Unaudited | YTD Actuals Variance |
|---------------------------------------------|----------------------|----------------------|--------------------------|----------------------|----------------------|--------------------------------|----------------------|
| <b>Revenues</b>                             |                      |                      |                          |                      |                      |                                |                      |
| 57xx Local                                  | \$ 65,833,559        | \$ 274,560           | \$ -                     | \$ 65,558,999        | 0.42%                | \$ 241,028                     | \$ 33,532            |
| 58xx State                                  | 17,693,652           | 418,753              | -                        | 17,274,899           | 2.37%                | 327,868                        | 90,884               |
| 59xx Federal                                | 850,000              | 1,989                | -                        | 848,011              | 0.23%                | 626                            | 1,363                |
| 79xx Non Operating Revenue                  |                      |                      |                          |                      |                      |                                |                      |
| <b>TOTAL</b>                                | <b>\$ 84,377,211</b> | <b>\$ 695,301</b>    | <b>\$ -</b>              | <b>\$ 83,681,910</b> | <b>1%</b>            | <b>\$ 569,522</b>              | <b>\$ 125,779</b>    |
| <b>Expenditures</b>                         |                      |                      |                          |                      |                      |                                |                      |
| 11 Instruction                              | \$ 42,411,182        | \$ (2,018,784)       | \$ 283,597               | \$ 44,146,369        | -4.09%               | \$ (1,909,450)                 | \$ (109,334)         |
| 12 Instr. Resources & Media Services        | 743,459              | (2,228)              | 40,396                   | 705,291              | 5.13%                | 17,946                         | (20,174)             |
| 13 Curriculum & Staff Development           | 2,561,720            | 42,804               | 29,485                   | 2,489,431            | 2.82%                | 13,957                         | 28,847               |
| 21 Instructional Leadership                 | 1,027,697            | 71,663               | 3,031                    | 953,004              | 7.27%                | 66,024                         | 5,639                |
| 23 School Leadership                        | 5,588,852            | 321,081              | 18,019                   | 5,249,753            | 6.07%                | 289,499                        | 31,582               |
| 31 Guidance, Counseling & Evaluation        | 4,394,829            | 92,081               | 39,596                   | 4,263,152            | 3.00%                | 82,904                         | 9,178                |
| 32 Social Work Services                     | 132,497              | 10,290               | 458                      | 121,749              | 8.11%                | 9,515                          | 775                  |
| 33 Health Services                          | 1,003,643            | 10,272               | -                        | 993,371              | 1.02%                | 10,462                         | (190)                |
| 34 Student Transportation                   | 3,593,777            | 564,236              | 190,424                  | 2,839,117            | 21.00%               | 537,642                        | 26,595               |
| 36 Co-Curricular/Extracurricular Activities | 2,897,115            | 116,005              | 172,829                  | 2,608,281            | 9.97%                | 74,393                         | 41,612               |
| 41 General Administration                   | 3,365,001            | 325,140              | 223,607                  | 2,816,254            | 16.31%               | 294,523                        | 30,617               |
| 51 Plant Maintenance & Operation            | 8,640,290            | 1,522,373            | 2,475,520                | 4,642,397            | 46.27%               | 1,394,702                      | 127,670              |
| 52 Security & Monitoring Services           | 2,374,696            | 81,936               | 271,457                  | 2,021,303            | 14.88%               | 36,441                         | 45,495               |
| 53 Data Processing Services                 | 2,346,655            | 423,591              | 188,104                  | 1,734,960            | 26.07%               | 348,616                        | 74,975               |
| 61 Community Services                       | 2,045,298            | 46,719               | 9,560                    | 1,989,019            | 2.75%                | 41,116                         | 5,603                |
| 71 Debt Service                             | 450,500              | -                    | -                        | 450,500              | 0.00%                | -                              | -                    |
| 81 Facilities Acquisition & Construction    | -                    | -                    | -                        | -                    | 0.00%                | -                              | -                    |
| 95 Juvenile Justice Alternative             | 50,000               | -                    | 1,375                    | 48,625               | 2.75%                | -                              | -                    |
| 99 Other Intergovernmental                  | 750,000              | -                    | 500,264                  | 249,736              | 66.70%               | -                              | -                    |
| <b>TOTAL</b>                                | <b>\$ 84,377,211</b> | <b>\$ 1,607,178</b>  | <b>\$ 4,447,722</b>      | <b>\$ 78,322,311</b> | <b>7%</b>            | <b>\$ 1,308,288</b>            | <b>\$ 298,890</b>    |
| <b>Other Resources/(Uses)</b>               |                      |                      |                          |                      |                      |                                |                      |
| Sale of Property                            | \$ 0                 | \$ -                 | \$ -                     | \$ -                 | 0.00%                | \$ -                           | \$ -                 |
|                                             | <b>\$ 0</b>          | <b>\$ -</b>          | <b>\$ -</b>              | <b>\$ 0</b>          | <b>0%</b>            | <b>\$ -</b>                    | <b>\$ -</b>          |
| <b>Revenue Over (Under) Expenditures</b>    | <b>\$ 0</b>          | <b>\$ (911,877)</b>  | <b>\$ (4,447,722)</b>    | <b>\$ 5,359,599</b>  |                      | <b>\$ (738,766)</b>            | <b>\$ (173,111)</b>  |

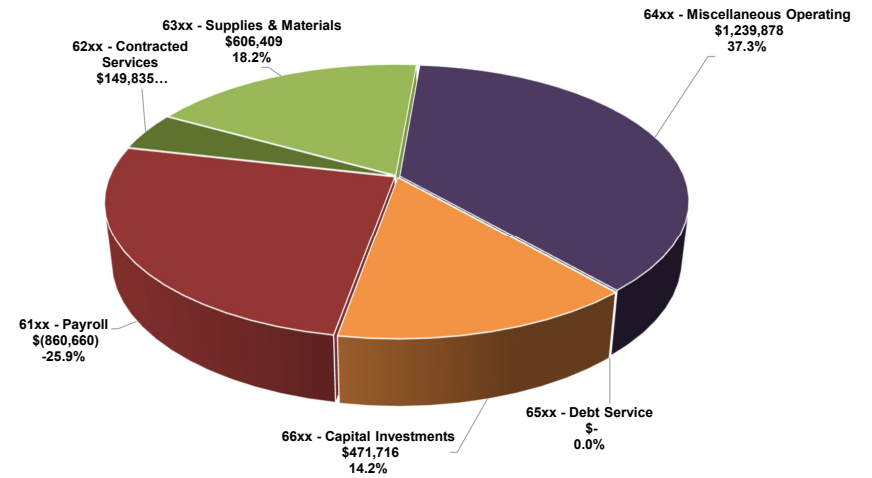
\*The District reports on the modified accrual basis.

**Red Oak ISD - General Fund**  
**Revenue / Expenditure Detail**  
**As of July 31, 2026**

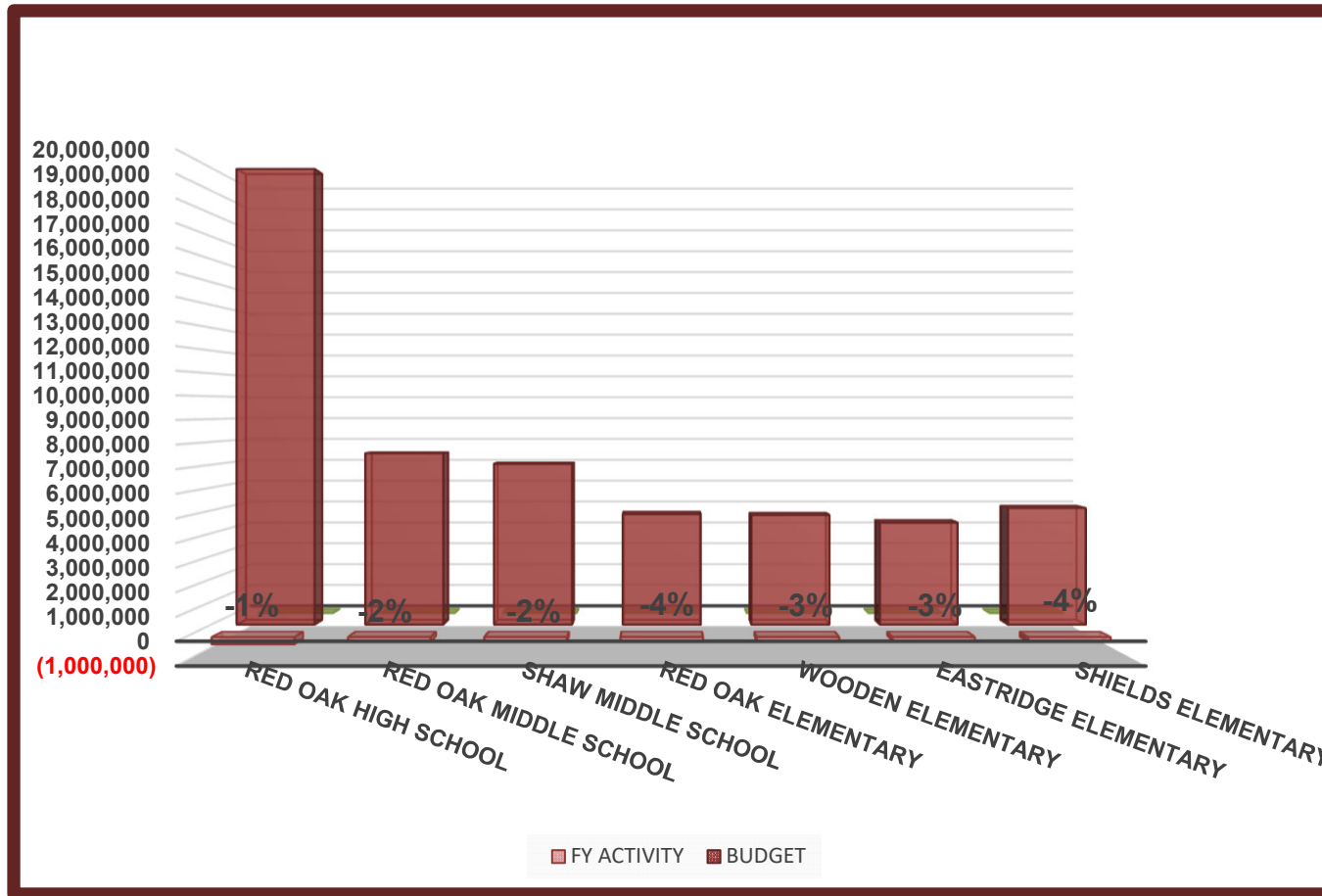
**YTD ACTUALS  
by Function**



**YTD ACTUALS  
by Major Object**



**Red Oak ISD - General Fund**  
**Comparison by Campus**  
*As of July 31, 2026*



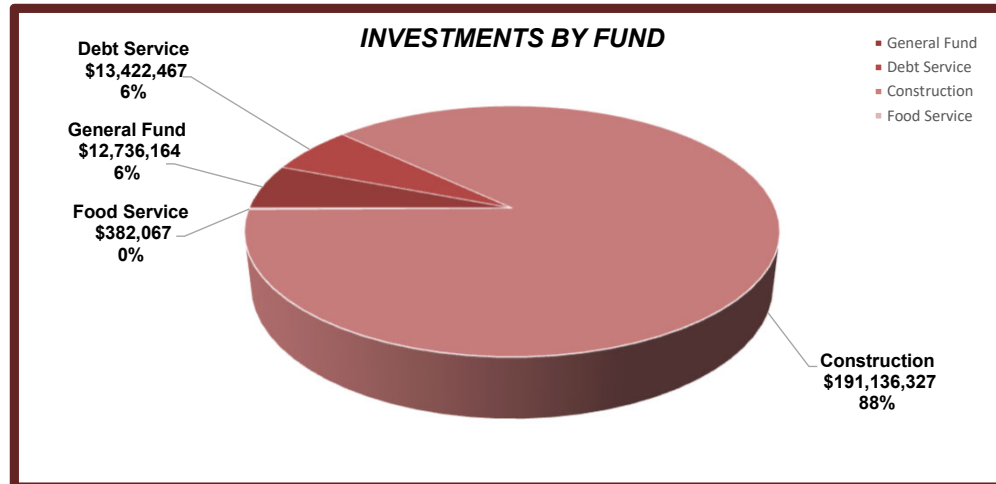
**Red Oak Independent School District**  
**Government Investment Pools**  
**As of month ending July 31, 2026**

| INVESTMENT POOL ACCOUNTS                 | BEGINNING<br>BALANCE<br>07/01/2026 | DEPOSITS             | WITHDRAWALS          | INTEREST FOR<br>July | ENDING<br>BALANCE<br>07/31/2026 | INTEREST<br>RATE | INTEREST<br>YEAR TO<br>DATE |
|------------------------------------------|------------------------------------|----------------------|----------------------|----------------------|---------------------------------|------------------|-----------------------------|
| <b><u>TEXSTAR</u></b>                    |                                    |                      |                      |                      |                                 |                  |                             |
| General Fund                             | \$ 11,612.31                       | \$ -                 | \$ -                 | 35.71                | \$ 11,648.02                    | 3.6208%          | \$ 35.71                    |
| Construction                             | 880.33                             | -                    | -                    | 2.75                 | 883.08                          | 3.6208%          | 2.75                        |
|                                          | <b>\$ 12,492.64</b>                |                      |                      | <b>\$ 38.46</b>      | <b>\$ 12,531.10</b>             |                  |                             |
| <b><u>TEXPOOL</u></b>                    |                                    |                      |                      |                      |                                 |                  |                             |
| General Fund                             | 4,638.27                           | -                    | -                    | 14.41                | 4,652.68                        | 3.6500%          | 14.41                       |
|                                          | <b>4,638.27</b>                    |                      |                      | <b>14.41</b>         | <b>4,652.68</b>                 |                  |                             |
| <b><u>PTMA Financial Solutions</u></b>   |                                    |                      |                      |                      |                                 |                  |                             |
| UMB-Bond 2025                            | 102,799,076.78                     | 107,600.00           | 631.21               | 291,660.06           | 103,197,705.63                  | 3.00 - 4.50%     | 291,660.06                  |
|                                          | <b>102,799,076.78</b>              |                      |                      | <b>291,660.06</b>    | <b>103,197,705.63</b>           |                  |                             |
| <b><u>FIRST PUBLIC-GOV.OVERNIGHT</u></b> |                                    |                      |                      |                      |                                 |                  |                             |
| General Fund                             | 14,655,564.16                      | 4,422,405.42         | 6,400,410.69         | 42,304.02            | 12,719,862.91                   | 3.8400%          | 42,304.02                   |
| Debt Service                             | 13,639,563.77                      | 312,101.61           | 572,575.00           | 43,376.17            | 13,422,466.55                   | 3.8400%          | 43,376.17                   |
| Construction                             | 1,226,571.33                       | -                    | 600,000.00           | 2,637.72             | 629,209.05                      | 3.6400%          | 2,637.72                    |
| Food Service                             | 407,680.88                         | 32,571.15            | 59,350.00            | 1,164.78             | 382,066.81                      | 3.6400%          | 1,164.78                    |
|                                          | <b>29,929,380.14</b>               |                      |                      | <b>89,482.69</b>     | <b>27,153,605.32</b>            |                  |                             |
| <b><u>LOGIC INVESTMENTS</u></b>          |                                    |                      |                      |                      |                                 |                  |                             |
| BOND 2025                                | <b>59,794,402.66</b>               | -                    | 13,653,175.00        | 177,555.59           | 46,318,783.25                   | 3.79             | 177,555.59                  |
| BOND 2026                                | -                                  | 40,913,000.00        |                      | 76,745.66            | 40,989,745.66                   | 3.79             | 76,745.66                   |
|                                          | <b>59,794,402.66</b>               |                      |                      | <b>254,301.25</b>    | <b>87,308,528.91</b>            |                  |                             |
| <b>TOTAL INVESTMENT POOLS</b>            | <b>\$ 192,539,990</b>              | <b>\$ 45,787,678</b> | <b>\$ 21,286,142</b> | <b>\$ 635,496.87</b> | <b>\$ 217,677,024</b>           |                  | <b>\$ 635,497</b>           |

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

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

(signature on file)  
Lavina Straley  
Finance Coordinator



# Questions



**Bill Johnston**

**Chief Financial Officer**

**972-617-4005**

**bill.johnston@redoakisd.org**

***Lavina Straley***

**Finance Coordinator**

**972-617-4163**

**lavina.straley@redoakisd.org**