

Agenda of Regular Meeting

The Board of Trustees Bellville ISD

A Regular Meeting of the Board of Trustees of Bellville ISD will be held October 24, 2019, beginning at 6:30 PM in the Bellville ISD Administration Building Board Room
518 S Matthews St
Bellville, TX 77418.

1. Call to order
2. Invocation
3. Pledge of Allegiance
4. Open Forum/Communications
5. Presentations/Recognitions
 - A. Campus Spotlight: Bellville Junior High School
 - B. Recognition of student leadership & kindness: Brandon Gordon, Dalton Bills, Logan Cruz
6. Reports & Discussion Items
 - A. Monthly Financial Report - 3
 - B. Discussion of development for future parameters for Fund Balance Management 7
 - C. Superintendent's Report 14
 - D. First Reading of Update 114 15
 - E. Information presented regarding pursuit of adding Vape Detectors to High School & Junior High Restrooms
 - F. Annually required report and evaluation of the Bilingual/ESL Program in BISD 23
7. Consent Agenda Items
 - A. Approve minutes of Regular Board Meeting for September 20, 2018 40
 - B. Approve Budget Amendments 42
8. Approve proposed windows for Credit by Exam testing dates 44
9. Action Items
 - A. Consider action to become a District of Innovation 45
 - B. Consider action to formalize positions to comprise BISD Threat Assessment Teams 51
 - C. Consider action on BISD Board Operating Procedures and subsequent policy updates 53
10. Consider action on selection of a provider to conduct a comprehensive Capital Assessment and Improvement Plan 67
11. Personnel

- A. Discuss and consider action on approval of any professional/contract personnel to be employed and/or status of current professional personnel (including campus/district administrators.(551.074))
- B. Discuss and consider action on approval of resignations received.(551.074)
- 12. Executive Session
 - A. Discuss personnel and resignations. (551.074)
 - B. For the purpose of discussing the purchase, exchange, lease, or value of real property. (551.072)
 - C. For the purpose of considering the deployment, specific occasions for, or implementation of, security personnel or devices. (551.076)
- 13. Reconvene Open Session
 - A. Consider approval of Superintendents recommendation of personnel. (551.074)
 - B. The Board will take action on items from Closed Session as needed.
 - C. Consider action to select a realtor to represent BISD in future dealings with the purchase, exchange, lease, or value of real property.
- 14. Board Report
- 15. Adjourn

BELLVILLE INDEPENDENT SCHOOL DISTRICT
 GENERAL FUND
 2019-2020 BUDGET BOARD REPORT

GENERAL FUND	2018-2019				2019-2020				
	ADOPTED BUDGET	% to Total	YTD REV/EXP	% OF BUDGET	ADOPTED BUDGET	% to Total	ACTUAL MO. REV/EXP	YTD REV/EXP	% OF BUDGET
5700 Local Revenues	\$15,052,292	68.76%	\$134,782	0.90%	\$15,174,361	65.87%	\$93,920	\$93,920	0.62%
5800 State Revenues	\$6,589,898	30.10%	\$2,037,169	30.91%	\$7,591,248	32.95%	\$2,829,706	\$2,829,706	37.28%
5900 Federal Revenues	\$250,000	1.14%	\$5,942	2.38%	\$270,000	1.17%	\$959	\$959	0.36%
Total Revenues	\$21,892,190	100.00%	\$2,177,892	9.95%	\$23,035,609	100.00%	\$2,924,586	\$2,924,586	12.70%
BY FUNCTION									
0011 Instruction	\$11,752,895	53.69%	\$882,996	7.51%	\$13,000,760	56.44%	\$960,878	\$960,878	7.39%
0012 Resources & Media (Libraries)	\$363,044	1.66%	\$21,103	5.81%	\$290,598	1.26%	\$23,878	\$23,878	8.22%
0013 Curriculum & Staff Development	\$126,916	0.58%	\$7,370	5.81%	\$176,261	0.77%	\$14,051	\$14,051	7.97%
0021 Instructional Leadership	\$324,502	1.48%	\$23,268	7.17%	\$348,858	1.51%	\$26,102	\$26,102	7.48%
0023 School Leadership	\$1,125,182	5.14%	\$83,945	7.46%	\$1,198,911	5.20%	\$97,407	\$97,407	8.12%
0031 Counseling & Testing	\$532,541	2.43%	\$41,529	7.80%	\$588,069	2.55%	\$45,610	\$45,610	7.76%
0033 Health Services	\$234,245	1.07%	\$17,540	7.49%	\$252,453	1.10%	\$21,785	\$21,785	8.63%
0034 Transportation	\$1,137,430	5.20%	\$128,312	11.28%	\$1,121,853	4.87%	\$110,472	\$110,472	9.85%
0035 Food Services	\$0	0.00%	\$0	0.00%	\$2,000	0.01%	\$0	\$0	0.00%
0036 Co-Curricular Activities	\$945,580	4.32%	\$103,867	10.98%	\$1,104,741	4.80%	\$105,005	\$105,005	9.50%
0041 General Administration	\$1,006,153	4.60%	\$81,421	8.09%	\$1,155,230	5.01%	\$113,858	\$113,858	9.86%
0051 Plant Maintenance & Operations	\$2,195,362	10.03%	\$316,917	14.44%	\$2,228,718	9.68%	\$337,655	\$337,655	15.15%
0052 Security and Monitoring	\$345,489	1.58%	\$12,068	3.49%	\$384,268	1.67%	\$7,250	\$7,250	1.89%
0053 Data Processing Services	\$179,942	0.82%	\$8,314	4.62%	\$203,941	0.89%	\$28,344	\$28,344	13.90%
0081 Facilities Acquisition and Imprvmt.	\$1,155,054	5.28%	\$240,873	20.85%	\$623,581	2.71%	\$0	\$0	0.00%
0091 Chapter 41 Recaptures	\$147,328	0.67%	\$0	0.00%	\$0	0.00%	\$0	\$0	0.00%
0099 Payments to Fiscal Agents	\$0	0.00%	\$0	0.00%	\$0	0.00%	\$0	\$0	0.00%
0099 Payments to Appraisal District	\$320,527	1.46%	\$68,295	21.31%	\$355,337	1.54%	\$78,811	\$78,811	22.18%
Total Expenditures	\$21,892,190	100.00%	\$2,037,818	9.31%	\$23,035,579	100.00%	\$1,971,108	\$1,971,108	8.56%
	\$0		\$0		\$30		\$0	\$0	
BY OBJECT									
6100 Payroll Cost	\$16,688,688	76.23%	\$1,237,150	7.41%	\$17,857,325	77.52%	\$1,372,140	\$1,372,140	7.68%
6200 Contracted Services	\$2,484,841	11.35%	\$274,109	11.03%	\$2,514,626	10.92%	\$256,746	\$256,746	10.21%
6300 Supplies	\$836,832	3.82%	\$85,416	10.21%	\$1,195,157	5.19%	\$99,875	\$99,875	8.36%
6400 Travel & Other Cost	\$668,425	3.05%	\$203,270	30.41%	\$773,095	3.36%	\$235,979	\$235,979	0.00%
6600 Capital Outlay	\$1,213,404	5.54%	\$240,873	19.85%	\$695,406	3.02%	\$6,368	\$6,368	0.92%
Total Expenditures	\$21,892,190	100.00%	\$2,040,818	9.32%	\$23,035,609	100.00%	\$1,971,108	\$1,971,108	8.56%

BELLVILLE INDEPENDENT SCHOOL DISTRICT
 FOOD SERVICE & INTEREST & SINKING
 2019-2020 BUDGET BOARD REPORT

	2018-2019				2019-2020				
	ADOPTED BUDGET	% to Total	YTD REV/EXP	% OF BUDGET	ADOPTED BUDGET	% to Total	ACTUAL MO. REV/EXP	YTD REV/EXP	% OF BUDGET
FOOD SERVICE									
5700 Local Revenues	\$540,834	42.48%	\$55,637	10.29%	\$543,526	42.57%	\$59,960	\$59,960	11.03%
5800 State Revenues	\$6,500	0.51%	\$0	0.00%	\$6,500	0.51%	\$0	\$0	0.00%
5900 Federal Revenues	\$725,723	57.01%	\$16,128	2.22%	\$726,675	56.92%	\$16,157	\$16,157	2.22%
Total Revenues	\$1,273,057	100.00%	\$71,765	5.64%	\$1,276,701	100.00%	\$76,117	\$76,117	5.96%
6100 Payroll Cost									
6200 Contracted Services	\$572,777	44.99%	\$50,833	8.87%	\$578,919	45.34%	\$57,130	\$57,130	9.87%
6300 Supplies	\$54,665	4.29%	\$10,937	20.01%	\$49,286	3.86%	\$8,815	\$8,815	17.88%
6400 Travel & Other Cost	\$625,615	49.14%	\$18,231	2.91%	\$638,496	50.01%	\$16,910	\$16,910	2.65%
6600 Capital Outlay	\$10,000	0.79%	\$1,051	10.51%	\$10,000	0.78%	\$320	\$320	3.20%
Total Expenditures	\$1,273,057	100.00%	\$81,051	6.37%	\$1,276,701	100.00%	\$83,174	\$83,174	6.51%

	2018-2019				2019-2020				
	ADOPTED BUDGET	% to Total	YTD REV/EXP	% OF BUDGET	ADOPTED BUDGET	% to Total	ACTUAL MO. REV/EXP	YTD REV/EXP	% OF BUDGET
INTEREST & SINKING									
5700 Local Revenues	\$1,836,376	97.66%	\$6,139	0.33%	\$1,786,853	98.09%	\$4,902	\$4,902	0.27%
5800 State Revenues	\$43,920	2.34%	\$0	0.00%	\$34,880	1.91%	\$0	\$0	0.00%
5900 Federal Revenues	\$0	0.00%	\$0	0.00%	\$0	0.00%	\$0	\$0	0.00%
Total Revenues	\$1,880,296	100.00%	\$6,139	0.33%	\$1,821,733	100.00%	\$4,902	\$4,902	0.27%
BY OBJECT									
6500 Debt Service	\$1,820,258	100.00%	\$0	0.00%	\$1,821,733	100.00%	\$0	\$0	0.00%
Total Expenditures	\$1,820,258	100.00%	\$0	0.00%	\$1,821,733	100.00%	\$0	\$0	0.00%

**2019-2020 Cash and Investments Reports
 Bellville Independent School District**

Bank Accounts	Average Yield	Beginning Balance	Period Interest	Ending Balance
Industry State Bank				
General Operating	2.07%	\$14,359,922	\$26,230	\$15,343,450
Interest & Sinking	2.07%	\$1,080,197	\$2,058	\$1,085,098
Payroll	2.07%	\$598,487	\$1,486	\$570,719
Cafeteria	2.07%	\$136,300	\$224	\$104,608
Special Revenue	2.07%	\$202,959	\$323	\$161,980
Trust	2.07%	\$81,683	\$155	\$81,839
Auxilliary	2.07%	\$76,827	\$141	\$80,484
Construction	2.07%	\$0	\$0	\$0
Total Industry Bank		\$16,536,374	\$30,617	\$17,428,178

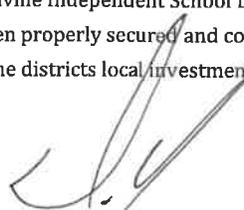
Certificate of Deposits	Principle	YTD Instrest
Total Certificate of Deposits	\$0	\$0

Total Pledge Securities @ Instrusty State Bank \$ **28,342,785**

Lone Star Investment Pool	Beginning Balance	YTD Instrest	Ending Balance
LoneStar Pool (gov)	\$0	\$0	\$0
LoneStar Pool (corp+)	\$0	\$0	\$0
Total Investment Pool Deposits	\$0	\$0	\$0

Certification:

The above captioned report is an accurate representation summary of the records of the Bellville Independent School District for the period indicated. All investments are on deposit at the depository listed above, and have been properly secured and collateralized by a combination of pledged securities and FDIC insurance. This report is in compliance with the districts local investment policy, and the requirements of the public funds investment act.



 Dennis Jurek, Assistant Superintendent
 Bellville Independent School District

DEPOSITORY INFORMATION:

Current Depository - Industry State Bank

Depository Interest - higher of 90 day T-Bill plus 0.30% or 1.26% on all accounts held at Industry State Bank

BENCHMARK RATES

	2018 Sept	2018 Oct	2018 Nov	2018 Dec	2019 Jan	2019 Feb	2019 Mar	2019 Apr	2019 May	2019 June	2019 July	2019 Aug
90 day T-Bill	2.1500%	2.2300%	2.3700%	-	2.4300%	2.4300%	2.4700%	2.4300%	2.4300%	2.1900%	2.0500%	1.9300%
1 year T-Bill	2.5500%	2.6400%	2.7400%	-	2.5900%	2.5500%	2.5400%	2.4100%	2.3700%	2.0000%	1.9000%	1.8800%
TexPool	1.9725%	2.1162%	2.1794%	-	2.3821%	2.3919%	2.3870%	2.4198%	2.4118%	2.3702%	2.3877%	2.6567%
TexPool (Prime)	2.1993%	2.2975%	2.3696%	-	2.5939%	2.5793%	2.5837%	2.5798%	2.5680%	2.5167%	2.5013%	2.5186%
LoneStar Pool (gov)	1.9674%	2.1028%	2.1799%	-	2.3964%	2.3789%	2.3877%	2.4125%	2.4077%	2.3740%	2.3752%	2.3793%
LoneStar Pool (corp+)	2.2494%	2.3028%	2.3840%	-	2.6222%	2.6087%	2.6295%	2.6024%	2.5773%	2.5284%	2.4503%	2.3335%
TexSTAR	1.9920%	2.1327%	2.1925%	-	2.3734%	2.3869%	2.3980%	2.4140%	2.4099%	2.3743%	2.3952%	2.5872%
Texas Class Coop	2.2571%	2.3151%	2.4051%	-	2.6251%	2.6369%	2.6251%	2.4451%	2.5677%	2.5064%	2.3751%	2.3451%
Bellville ISD	2.4500%	2.5500%	2.6900%		2.7700%	2.7400%	2.7900%	2.7500%	2.7600%	2.6700%	2.5300%	2.3100%

	2019 Sept	2017 Oct	2017 Nov	2017 Dec	2018 Jan	2018 Feb	2018 Mar	2018 Apr	2018 May	2018 June	2018 July	2018 Aug
90 day T-Bill	1.6600%	1.0100%	1.1800%	-	1.4200%	1.5500%	1.6700%	1.7300%	1.9000%	1.9400%	2.0000%	2.0700%
1 year T-Bill	1.5900%	1.3100%	1.4600%	-	1.7800%	1.9100%	2.0500%	2.0900%	2.2700%	2.3500%	2.4000%	2.4500%
TexPool	1.9242%	1.0275%	1.0400%	-	1.2771%	1.3147%	1.4100%	1.6645%	1.7012%	1.7561%	1.8833%	1.9398%
TexPool (Prime)	2.0844%	1.2577%	1.2638%	-	1.4972%	1.5440%	1.6300%	1.9120%	2.0123%	2.0584%	2.1372%	2.1995%
LoneStar Pool (gov)	1.9221%	1.0164%	1.0327%	-	1.2700%	1.2884%	1.4238%	1.6426%	1.6887%	1.7708%	1.9018%	2.2405%
LoneStar Pool (corp+)	2.0790%	1.2600%	1.2794%	-	1.5000%	1.5641%	1.6488%	1.9309%	2.0493%	2.1691%	2.2069%	2.2114%
TexSTAR	1.9017%	1.0392%	1.0600%	-	1.2659%	1.3064%	1.4419%	1.6181%	1.7201%	1.7738%	1.8846%	1.9259%
Texas Class Coop	2.0855%	1.2551%	1.2951%	-	1.5449%	1.5961%	1.6818%	1.9351%	1.7391%	1.8851%	2.2417%	2.2351%
Bellville ISD	2.0700%											

MONITORING RATE CHANGES OF INVESTMENTS

Depository - rates have a fixed floor for term investment, use benchmark rates to evaluate floor and investment objectives

Certificates of Deposit - fixed term fo deposit, evaluate returns, cash flows and time principle is invested, work w/ broker

Pools - monthly pool reports

WEIGHTED AVERAGE MATURITY (WAM)

Security	Par Value	Book Value	Dates to Maturity	WAM
Depository	\$17,428,178	\$17,428,178	1	1.00
CD - Trust	\$0	\$0	365	0.00
Total	\$17,428,178	\$17,428,178	WAM	1.00

BISD CDA (LOCAL) Pool fund maximum dollar weighted maturity is 180 days
Individual investments shall not exceed one year from time of purchase



BELLVILLE INDEPENDENT SCHOOL DISTRICT

FUND BALANCE STRATEGY

WHAT IS FUND BALANCE?

Fund balance is the difference between a fund's assets and its liabilities. Fund balance serves as a measure of the financial resources available in a governmental fund. The operating or general fund of the district is of primary significance because it is the largest fund and accounts for the operations of the district. Although often referred to as the district's savings, the total fund balance is not a depiction of the amount of cash in the bank or investments.

Fund balance is a function of the district's operations. Thus if revenues exceed expenditures, fund balance increases and vice versa. An accumulation occurs when there are several years of actual revenues exceeding actual expenditures.

WHY IS FUND BALANCE IMPORTANT?

Key reasons to maintain a healthy fund balance. First, fund balance provides liquidity and the resources to fund expenditures when a steady resource stream is not available. Approximately 80% of the districts revenues consist of local revenues of which the majority of these resources are property tax collections. The taxes collected in December and January are used to fund expenditures year round.

Fund balance can also provide a resource for financial contingencies or emergency needs. Fund balance is commonly used to fund one-time expenditures or provide relief in years of budget cuts, revenue shortfalls, or emergency situations.

Maintaining adequate levels of fund balance will help mitigate current and future risks and ensure stable tax rates. Fund balance levels are a crucial consideration in long term financial planning.

Finally, bond rating agencies consider a district's fund balance level as a key indicator of fiscal health. In addition, the adoption of a policy regarding the protection and use of fund balance is viewed as good management practice. Despite the AAA rating of the PSF (Permanent School Fund), investors today are looking more to the issuer's underlying rating. The higher the underlying rating, the lower borrowing costs are for the district.

WHAT IS AN APPROPRIATE FUND BALANCE LEVEL?

There is no requirement per se for a certain fund balance level and the level that should be maintained varies depending on the source. TEA has set a rule of thumb to compute the optimum fund balance in the General Fund. The rule of thumb calls for the computation of the optimum unreserved undesignated fund balance to equal the estimated amount to cover cash flow deficits in the General Fund for the fall period in the following fiscal year plus estimated average monthly cash disbursements of General Fund for the following fiscal year.

The Government Finance Officers Association (GFOA) recommends, at a minimum, that unrestricted fund balance general funds should be no less than two months of regular operating revenues or operating expenditures. The adequacy of unrestricted fund balance in the general fund should be assessed based upon a government's own specific circumstances and may require a level of unrestricted fund balance in the general fund significantly in excess of this recommended minimum level. A variety of factors include:

- 1) The predictability of its revenues and the volatility of its expenditures. (emergency outlays, tax collection)
- 2) The perceived exposure to significant one-time outlays. (disasters, immediate capital needs, state budget cuts, insurance deductibles, mechanical failures)
- 3) The potential drain upon general fund resources from other funds as well as the availability of resources in other funds.
- 4) Liquidity
- 5) Commitments and assignments

The Texas Association of School Business Officials (TASBO) also cites GFOA's recommendation of a minimum of two months of revenues or expenditures but goes on to state "**Fund balance is not a one-size fits all school finance management issue for local school districts.**"

The Texas Education Agency's (TEA) optimum fund balance calculation required school districts to add two months of cash disbursements to amounts needed to cover any cash flow deficits that may exist over the course of a year. This in effect results in a fund balance of 3-4 months of operating expenses. The optimum fund balance calculation is no longer required by TEA.

While there is clear justification for the existence and maintenance of a healthy fund balance, there is no definitive guidance as to what constitutes a healthy fund balance. Therefore, each school district is to review its own operations, goals, and challenges in setting a policy that will serve as the entity's financial road map. At a minimum, a district should hold 3 months of operating revenues or expenditures in fund balance. But beyond that amount, the district must decide what is adequate.

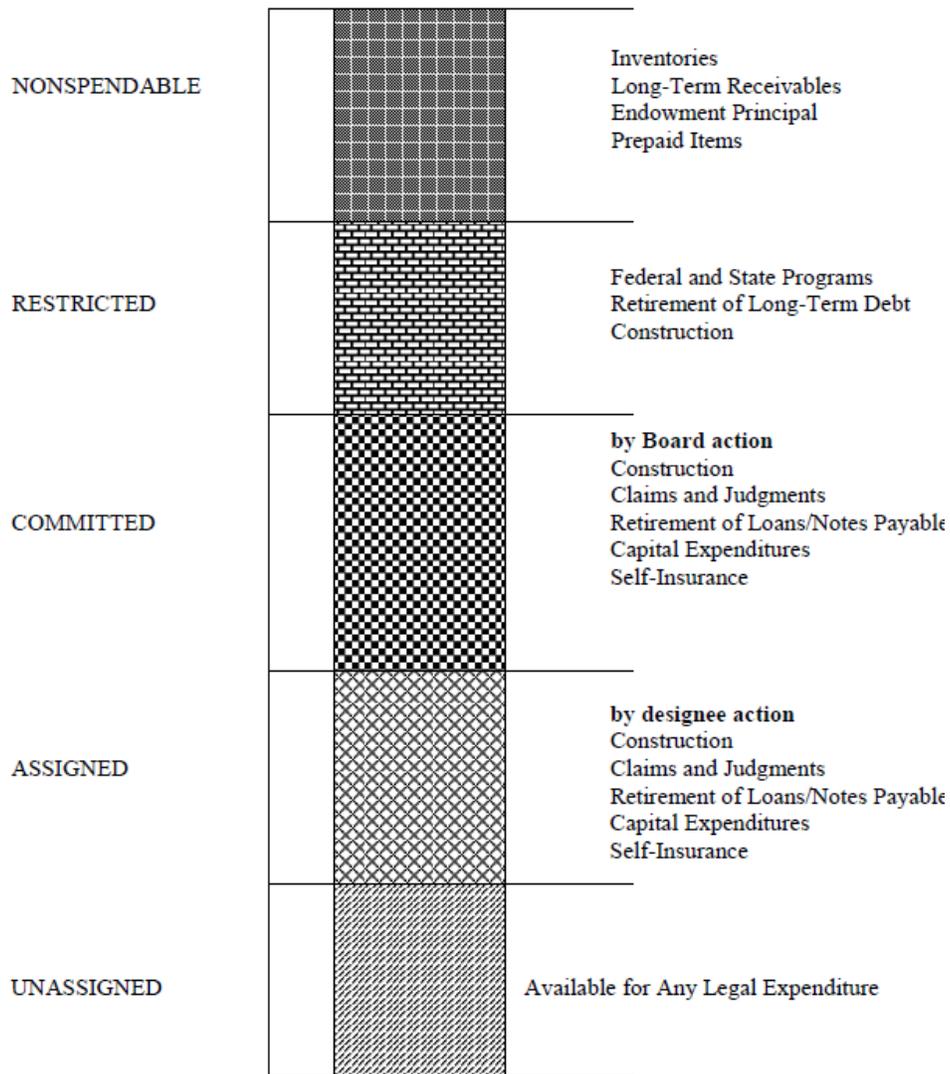
GASB 54- FUND BALANCE REPORTING AND GOVENMENTAL FUND TYPE DEFINITIONS

GASB 54 expanded the reporting and fund types to five classifications of spending constraints for which resources can be used:

- **Non-spendable fund balance** – amounts that are not in a spendable form (such as inventory) or are required to be maintained intact (such as the corpus of an endowment fund), prepaid expenses, long-term receivables

- **Restricted fund balance** - amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government) through constitutional provisions or by enabling legislation. (state and federal programs, construction bond funds)
- **Committed fund balance** – amounts constrained to specific purposes by the government itself. This requires formal action by the Board of Trustees. Commitments may be changed or lifted only by the Board of Trustees taking the same formal action that imposed the constraint originally. (committed for construction, claims & judgements, capital expenditures, self-insurance)
- **Assigned fund balance** – amounts intended to be used by the District for specific purposes. Intent can be expressed by the Board of Trustees or by an official or body to whom the Board of Trustees delegates the authority. In governmental funds other than the general fund, assigned fund balance represent the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund. (An amount appropriated from existing fund balance to eliminate a projected budgetary deficit in the subsequent year)
- **Unassigned fund balance** - is the residual classification of the general fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose.

Elements of Fund Balance Post-GASB 54



GASB 54 – BOARD ADOPTED RESOLUTION

IT IS HEREBY RESOLVED, ordered, and directed that the Bellville Independent School District adopts Governmental Accounting Standard Board Statement (GASB) 54 effective August 25, 2011. To comply with GASB 54, the following policies will be adopted:

The District shall report governmental fund balances per GASB 54 definitions in the balance sheet as follows:

- Nonspendable
- Restricted
- Committed
- Assigned
- Unassigned

The Board of Trustees shall approve all commitments by formal action. The action to commit funds must occur prior to fiscal year-end, to report such commitments in the balance sheet of the respective period, even though the amount may be determined subsequent to fiscal year-end. A commitment can only be modified or removed by the same formal action.

The Board of Trustees delegates the responsibility to assign funds not to exceed \$500,000 to the Superintendent or his/her designee. The Board of Trustees shall have the authority to assign any amount of funds. Assignments may occur subsequent to fiscal year-end.

The Board of Trustees will utilize funds in the following spending order:

- Restricted
- Committed
- Assigned
- Unassigned

BOARD ADOPTED FUND BALANCE PROCEDURES

Purpose

The purpose of these procedures is to establish a key element of the financial stability of the District by setting guidelines for fund balance. Unassigned fund balance is an important measure of economic stability. It is essential that the District maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances. The fund balance also provides cash flow liquidity for the District’s general operations.

Classifications

Fund balance will be displayed in the following classifications depicting the relative strength of the spending constraints placed on the purposes for which resources can be used:

- **Nonspendable fund balance** – amounts that are not in a spendable form (such as inventory) or are required to be maintained intact (such as the corpus of an endowment fund)
- **Restricted fund balance** - amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government) through constitutional provisions or by enabling legislation.
- **Committed fund balance** – amounts constrained to specific purposes by the government itself. This requires formal action by the Board of Trustees. Commitments may be changed or lifted only by the Board of Trustees taking the same formal action that imposed the constraint originally.

- **Assigned fund balance** – amounts intended to be used by the District for specific purposes. Intent can be expressed by the Board of Trustees or by an official or body to whom the Board of Trustees delegates the authority. In governmental funds other than the general fund, assigned fund balance represent the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
- **Unassigned fund balance** - is the residual classification of the general fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose.

Special Revenue Funds with Restricted Fund Balance

The Board of Trustees resolves that all special revenue funds which receive funds from a grantor agency at the federal, state or local level and hence are constrained to spend those funds on a specific purpose as dictated by the grantor agency will report restricted fund balance for those special revenue funds based on the definition described within this policy.

Authorization and Action to Commit Fund Balance

The Board of Trustees is the District's highest level of decision- making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution approved by the Board at a District meeting. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.

Special Revenue Funds with Committed Fund Balance

The Board of Trustees is committing fund balance via this fund balance policy for the following Special Revenue Funds:

Campus Activity Funds for funds generated at the campuses.

Child Nutrition Funds for funds generated by the child nutrition department.

Educational Foundation Funds for funds generated by the Educational Foundation

BISD Museum Funds for funds generated by the BISD Museum

Authorization and Action to Assign Fund Balance

The District has designated the Superintendent and his/her designee as the officials who are authorized to assign fund balance to a specific purpose as approved by this fund balance policy. Authorized officials must approve each assignment before the item can be presented in the financial statements. Assignments of fund balance do not require formal action by the Board of Trustees and can be made subsequent to year end.

Minimum Unassigned Fund Balance

The District will strive to maintain an unassigned fund balance of not less than 25% (3 months operating) of the budgeted operational expenditures on all District's general fund. Due to the volatile nature of a majority of its revenues, it is not deemed excessive for the District to maintain fund balance in the General Fund at a level greater than 33% of the budgeted operational expenditures. The purpose of this unassigned fund balance is to alleviate significant unanticipated budget shortfalls and to ensure the orderly provisions of services.

Order of Expenditure of Funds

When multiple categories of fund balance are available for expenditure the District will start with the most restricted category – spending those funds first – before moving down to the next category with available funds.

BELLVILLE ISD FUND BALANCE

The committed fund balance evaluation table shows various considerations taken into account when committing fund balance. Long range planning, emergencies and liabilities have been considered.

2018-2019 COMMITTED FUND BALANCE NEED EVALUATION				Recommended	Actual	Overage/ (Shortage)
3510	High School HVAC System	Patical Replacement 2017		\$ -		
	Junior High HVAC System	TASB	July 2015	\$ 665,052		
	O'Bryant Intermediate HVAC System	TASB	July 2015	\$ 224,750		
	O'Bryant Primary HVAC System	TASB	July 2015	\$ 268,944		
	Spicer HVAC System	TASB	July 2015	\$ 70,545		
	West End Elementary HVAC System	TASB	July 2015	\$ 103,948		
	Administration HVAC System	TASB	July 2015	\$ 136,071		
	General Roof Repairs/Replacement	473,000 sq/ft roof, \$3.00/sq.ft (Honey's)	July 2015	\$ 250,000		
	School Buses	\$100,000/bus, each year buses not purchases reserved 2 per year		\$ 400,000		
	Security			\$ -		
	<u>General Maintenance & Repair</u>	<u>Total District Value \$80.2 million (1% retainer for emergency)</u>		<u>\$ 802,000</u>		
		<i>(district value per NAS insurance replacement cost appraisal)</i>		\$ 2,921,310	\$ 5,966,501	\$ 3,045,191
3541	Workers Compensation Liability - GASB 10	WCS	August 2018	\$ 427,123		
		TASB	August 2018	\$ 7,159		
		CAS	August 2018	\$ 4,797		
				\$ 439,079	\$ 500,000	\$ -
3545	Residential Placement Exendiures (25% of IDEA-B Formula \$413,824 x 25% = \$103,456) required b/c BISS spends all IDEA funds on annual basis and does not roll 25%			\$ 103,456		
	(Budget on 2 students)	Residential Placement \$500/day x 360ays = \$180,000		\$ 360,000		
	(Budget on 2 students)	Day Placement \$4,000, mo x 12 mo = \$96,000 + transportation		\$ 96,000		
				\$ 559,456	\$ 500,000	\$ (59,456)
35xx	MINIMUM TOTAL COMMITTED			\$ 3,919,845	\$ 6,966,501	\$ 3,046,656
35xx	GASB 68 - establishes account and financial reporting but not funding or budgetary standards for benefit pension liabilities			\$ 3,637,316		
	GASB 75 - establishes account and financial reporting but not funding or budgetary standards for OPED pension liabilities (net pension liability)			\$ 6,880,415		

BELLVILLE ISD OPERATING FUND BALANCE HISTORICAL ANALYSIS						
FY	ACTUAL EXPND	3 MONTH OPERATING	BEGINNING FUND BALANCE	TRANSFERS IN/(OUT)	ENDING FUND BALANCE	MONTH(S) OPERATING
2018-2019			12,225,125			
2017-2018	19,967,062	4,991,766	10,431,217	1,793,908	12,225,125	7.35
2016-2017	22,366,116	5,591,529	11,542,146	(1,110,929)	10,431,217	5.60
2015-2016	18,765,262	4,691,316	10,635,529	906,617	11,542,146	7.38
2014-2015	17,939,898	4,484,975	9,533,658	1,101,871	10,635,529	7.11
2013-2014	17,069,554	4,267,389	8,626,444	907,214	9,533,658	6.70
2012-2013	15,760,434	3,940,109	7,472,693	1,153,751	8,626,444	6.57
2011-2012	15,871,315	3,967,829	6,291,545	1,181,148	7,472,693	5.65
2010-2011	16,852,960	4,213,240	5,420,182	871,363	6,291,545	4.48

Exhibit C-1 & C-2

SUMMARY

Fund balance increases at year end when actual total revenues and other sources exceed actual total expenditures and other uses. The Bellville ISD Board has adopted a conservative budgeting approach that takes into account for one time revenue streams without committing these revenues to reoccurring cost. The major factors contributing to increases in fund balance over the years are:

- Oil Royalties – due to instability in royalty income with consideration to production and pricing, royalties have been assigned to one time expenditures and capital projects. Excess royalty income has been allowed to increase fund balance for long term planning goals and emergency procurements.
- Property Value Increase under the current State of Texas funding formula allow for one year windfalls in state and local revenues. In following years the funding formulas account for these increase in local tax collections and state revenues are reduced accordingly, leaving a next zero effect on revenues. Again these revenues have been assigned to one time expenditures and/or allowed to increase fund balance.
- Federal Stimulus and Grants where appropriately used to offset reductions in revenue due to economic recessions and state funding cuts, thereby, not putting the district in a financial strain when these funding sources were dissolved.
- Budget managers have managed their budgets efficiently and conservatively. Remaining allotments are rolled into the fund balance. Allotments have not been reduced to encourage relevant and appropriate spending behavior.



SUPERINTENDENT'S REPORT

OCTOBER 2019

BISD Events & Activities in October:

Board Walk at O'Bryant Intermediate & Spicer	October 3
Bellville Hospital Golf Tournament	October 4
Champion Drive at Austin County Fair	October 7
Special Board Meeting: Auditorium Renovation	October 8
Austin County Fair Parade	October 10
District Cross Country Meet at Giddings	October 15
Region 6 Superintendent Meeting	October 16
District Advisory Council Meeting	October 17
BHS Student Advisory Meeting	October 18
Varsity Home Volleyball & Football	October 18
O'Bryant Primary Boo Bash	October 19
Learning Road Trip	October 21-22
School Board Meeting	October 24
BHS Student Advisory Meeting	October 25
West End Fall Festival	October 26
Regional Cross Country at Corpus Christi	October 28
Varsity Volleyball at Home	October 29
Sub-varsity Football at Home	October 31

Current Enrollment:	2200
Budgeted Enrollment:	2,195
Prior Year's Enrollment:	2,220

Current Vacancies:

Math Teacher	Bellville High School
Bus Driver	Transportation Department
Grounds	Maintenance

Vantage Points

A Board Member's Guide to Update 114

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

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

For questions, contact Policy Service at policy.service@tasb.org, call us at 800-580-7529, or visit our website at policy.tasb.org.

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

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Numerous bills were enacted in the 86th Legislative Session. In this *Vantage Points*, we will focus primarily on the local policies impacted by these new laws. There are a few policies that are recommended for updating in response to revised guidance from the Texas Education Agency. Different from previous versions of the *Vantage Points*, we have organized this document to align with the sections of the policy manual.

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

Section B—Local Governance

Tax Officials

BDAF(LOCAL) POLICY CONSIDERATION

A few districts had provisions regarding tax officials at this code. Since the statutory language on tax officials is being moved to CCG(LEGAL), districts with this policy will find that the content regarding the employment of an assessor or collector of district taxes has been moved to CCG(LOCAL). The BDAF policy code has been deleted from the table of contents and is no longer an active code.

Board Meetings

SB 494 reduced the time required to post notice of an emergency meeting from two hours to one hour. This new one-hour requirement would also apply to an amendment to the meeting agenda after the 72-hour deadline, which is known as a supplemental notice. The same bill revised what constitutes an emergency or urgent public necessity that would permit the board to hold an emergency meeting or to amend its agenda after the 72-hour deadline.

SB 1640 revised the definition of “deliberation” and added new provisions that prohibit a series of communications between board members. Board members should review the sections in BE(LEGAL) titled Deliberation and Prohibited Series of Communications for more information.

BE(LOCAL) POLICY CONSIDERATION

SB 494 reduces the time required to post notice of an emergency meeting or to provide a supplemental notice from two hours to one hour. A recommended revision to BE(LOCAL) reflects this change. All other legislative changes regarding board meetings are reflected in BE(LEGAL).

Public Comment

HB 2840 impacts the manner in which public comment is conducted in your district. Prior to this legislation, the board had ample discretion to manage the portion of the meeting when citizens could address the board. The law now requires that public comment be permitted on agenda items at all meetings, including regular meetings, special meetings, and board workshops. The opportunity for the public to address the board on an agenda item must be before or during the board's deliberation on the item. The bill also states that the board cannot prohibit public criticism of the board unless the criticism is otherwise prohibited by law. HB 2840 does permit the board to establish reasonable rules that govern the amount of time an individual is permitted to speak, with additional time permitted for speakers that require certain translation services.

BED(LOCAL) POLICY CONSIDERATION

The vast majority of school districts were permitting public comment prior to this new law. In response to HB 2840, the following revisions to BED(LOCAL) are recommended:

- Deletion of the overall time for public comment.
- Deletion of the requirement that delegations of a certain number appoint one spokesperson.
- At regular meetings, public comment continues to be permitted on any topic, whether it is an item on the posted agenda or not.
- At special meetings, including board workshops or work sessions, public comment is limited to items on the posted agenda.
- A new provision is included requiring all public comment to occur at the beginning of the meeting.

To assist with efficient management of board meetings when large numbers of individuals wish to address the board, the revised policy permits the presiding officer to make adjustments to procedures, such as adjusting the time allotted to each speaker, reordering agenda items, deferring public comments on nonagenda items, and continuing agenda items to a later meeting.

For those few districts that did not permit public comment at board meetings prior to this legislation, the revisions made to BED(LOCAL) will now permit public comment at all board meetings but only for agenda items. The policy for these districts also states when public comment will be received and includes a provision that permits the presiding officer to make adjustments to procedures for meeting efficiency as well as time limits for individuals to address the board.

If the board wishes to limit public comment to agenda items at regular meetings, adjust the individual time limit, or make other adjustments to this policy, please contact the district's TASB policy consultant.

To assist the board in developing public comment procedures, Policy Services provides samples in the *TASB Regulations Resource Manual*. Please contact your superintendent or your TASB policy consultant if you wish to review these sample board procedures.

**Section C—
Business and
Support Services**

**Texas Economic
Development Act**

CCGB(LOCAL) POLICY CONSIDERATION

For those districts that currently have a local policy at CCGB(LOCAL), we recommend a more streamlined version of that policy. The revised policy removes legal provisions that can be found in CCGB(LEGAL) and addresses provisions that require board action, such as establishing the threshold for the large project application, setting the standard application fee, providing procedures for filing and processing the application, outlining the board and superintendent responsibilities regarding the application and implementation of the agreement, and providing a statement regarding conflicts of interest.

Investments

HB 2706 permits the district to invest bond proceeds or pledged revenue to the extent allowed by the Public Funds Investment Act, other laws, and the district's local policy.

CDA(LOCAL) POLICY CONSIDERATION

The recommended changes to CDA(LOCAL) permit the district to invest bond proceeds or pledged revenue in accordance with law. Additional recommended revisions clarify that, should the district exercise the option to invest in bond proceeds, those investments could not be made in no-load mutual funds.

Governmental Accounting Standards Board (GASB) Statement 84 revised terminology to change "agency" funds to "custodial" funds. In response, a corresponding change is recommended in the local policy.

Finally, a few districts' local policies included a statement requiring an annual portfolio report to the board in addition to the monthly or quarterly reports the board receives. Because there is no requirement to reflect this practice in policy, the provision is recommended for removal. A district may continue to provide this annual report without the policy provision.

**Purchasing
Procedures**

CH(LOCAL) POLICY CONSIDERATION

The Texas Education Agency, through its *Financial Accountability System Resource Guide*, requires the district to have purchasing procedures to comply with a variety of state and federal laws. Recommended policy text has been added that requires the superintendent to develop those procedures.

**Emergency
Operations
Plans**

CKC(LOCAL) POLICY CONSIDERATION

Recommended revisions to this policy require the district's emergency operations plan to include active shooter response procedures (HB 2195) and to ensure that a substitute teacher has access to campus buildings and materials to carry out duties of a regular district employee during an emergency or emergency drill (SB 11).

**Security
Personnel**

CKE(LOCAL) POLICY CONSIDERATION

This policy has been revised to comply with SB 1707. The bill prohibits district peace officers or school resource officers (SRO) from being assigned routine discipline or school administrative tasks. A statement to this effect has been added to the policy.

SB 1707 also requires that the board determine the duties of the district's peace officers and SROs and include those duties in specific documents, such as the district improvement plan, the student code of conduct, and other appropriate publications. For districts with a police force, if your policy describes the powers and duties of your police officers, your policy will meet this requirement. If your district has entered into an agreement with local law enforcement to hire SROs and has this currently reflected in your policy manual, new policy language is recommended to satisfy the SB 1707 requirement to determine SRO duties.

Cybersecurity

CQB(LOCAL) POLICY CONSIDERATION

This new recommended policy code has been created to house the new cybersecurity policy required by SB 820 and to address the cybersecurity training of employees and board members required by HB 3834. This new code is also where provisions on security breaches are now found; these provisions were formerly coded at policy CQ. The security breach text has

been revised to address reporting requirements to the Texas Education Agency in accordance with SB 820.

**Section D—
Personnel**

Furloughs

DFFA(LOCAL) POLICY CONSIDERATION

A minor revision is recommended to this policy as a result of HB 3 moving statutory provisions on furloughs from Education Code Chapter 42 to Chapter 48. The detail has been removed in favor of the cross-reference to policy DEA.

Firearms

DH(LOCAL) POLICY CONSIDERATION

HB 1143 prohibits a district from regulating the manner in which a handgun, firearm, or ammunition is stored in a locked vehicle in a district parking area, provided the item is not in plain view. Recommended changes to this policy and GKA(LOCAL) reflect this new law by deleting language requiring firearms in locked vehicles to be unloaded.

**Section E—
Instruction**

**Gifted and
Talented
Program**

EHBB(LOCAL) POLICY CONSIDERATION

Based on HB 3 and the newly adopted Texas State Plan for the Education of Gifted/Talented Students, EHBB(LEGAL) and (LOCAL), the policies on gifted and talented (GT) services, have been updated. EHBB(LOCAL) has undergone a complete review to ensure that all required provisions are included in the policy as reflected in law and the state plan. In addition to the revisions to existing text, new recommended provisions address use of GT funds and the annual compliance certification the district must make to the commissioner. This recommended policy also addresses parent consultations for exiting students, appeals, and broader language regarding the selection committee. The remaining revisions are recommended to provide more flexibility to the district regarding reassessments and placement of transfer students in the GT program.

**Partnership
Charters**

ELA(LOCAL) POLICY CONSIDERATION

This policy only appears in a few districts' policy manuals. A minor revision has been made to the legal citation in this policy as a result of HB 3, which

moved funding provisions regarding partnership charters from Education Code Chapter 42 to Chapter 48.

**Section F—
Students**

**School Safety
Transfers**

FDE(LOCAL) POLICY CONSIDERATION

TEA's recent revisions to the Unsafe School Choice Option Guidance Handbook prompted recommended changes at FDE(LOCAL) to update the list of violent criminal offenses for which a victim is eligible for a transfer to another school within the district.

UIL Physicals

FFAA(LOCAL) POLICY CONSIDERATION

A new UIL rule requires students who are participating in marching band to have a pre-participation physical in accordance with the schedule established by the UIL. Recommended revisions to this policy broaden the language to accommodate future changes to UIL rules and allow the superintendent to designate other extracurricular programs for which the district will require physicals.

**Threat
Assessments**

FFB(LEGAL) includes new provisions regarding the establishment and composition of threat assessment and safe and supportive school teams as required by SB 11 and the process these teams will use in evaluating individuals and students who make threats of violence or exhibit harmful, threatening, or violent behavior.

FFB(LOCAL) POLICY CONSIDERATION

This new recommended local policy has been created in response to SB 11 and addresses the requirement for boards to adopt policies and procedures regarding the threat assessment and safe and supportive teams. The district's policies and procedures must be consistent with the model policies and procedures developed by the Texas School Safety Center (TxSSC). TASB collaborated with the TxSSC to develop this policy.

The TxSSC advises that district procedures need to be individualized to fit each district's unique circumstances. The TxSSC website has numerous resources to assist in developing such procedures.

Trauma-Informed Care

FFBA(LOCAL) POLICY CONSIDERATION

This new recommended local policy on trauma-informed care has also been developed to comply with SB 11. The details of the district's trauma-informed care program must be included in the district improvement plan. The policy specifies the elements required to be addressed in the district's trauma-informed care program, including increasing staff and parent awareness of trauma-informed care, required training, and available counseling options for students affected by trauma or grief. The policy also affirms that the district must report training compliance to TEA.

Student Records

FL(LOCAL) POLICY CONSIDERATION

This policy has been revised to assist with the implementation of the district's safe and supportive school program (see policy FFB) as required by SB 11. The new recommended provision at Access by School Officials clarifies that a person appointed to a team that supports the safe and supportive school program may access student records if the person has a legitimate educational interest in the records.

**Section G—
Community and
Governmental
Relations**

**Public
Information
Requests**

GBAA(LOCAL) POLICY CONSIDERATION

SB 494 permits the board of a district impacted by a catastrophe to temporarily suspend the Public Information Act. This policy includes new recommended provisions to delegate to the superintendent the authority to approve the initial suspension period of up to seven consecutive days and provide the required notices. For an extension beyond the initial seven-day period, the law requires the board to determine whether it is still impacted by the catastrophe. Thus, the recommended local policy text requires the board to approve an extension.

Firearms

GKA(LOCAL) POLICY CONSIDERATION

HB 1143 prohibits a district from regulating the manner in which a handgun, firearm, or ammunition is stored in a locked vehicle in a district parking area, provided the item is not in plain view. Recommended changes to this policy and DH(LOCAL) reflect this new law by deleting language requiring firearms in locked vehicles to be unloaded.



Bellville ISD
English Learner Programs
Annual Evaluation
Board Report

October 2019



TAC §89.1265 English Learners Evaluation

All school districts are required to annually evaluate the English Learner programs and present to Board of Trustees before November 1. The annual evaluation shall contain:

- Academic Progress
- English Proficiency
- Number of Students Exited from Program
- Professional Development Provided
- Bilingual Education Exception and/or ESL Waiver
 - Number of Teachers Covered
 - Number of Teachers Obtaining Certification
 - Comprehensive Professional Development Plan

Transitional Bilingual Early Exit

Bilingual program is required if a school district has an enrollment of 20 or more ELs in any language in the same grade district-wide (currently 23 in Grade 5, 20 in Grade 2, 18 in Kindergarten)

Required in Grades PK-5 beginning with PK (BISD currently has a teacher at PK and K; 14 students in PK and 17 in Kindergarten)

Students are served in both English and Spanish and are prepared to be exited not earlier than two or later than five years after the student enrolls in school; students use their primary language as a resource while acquiring full proficiency in English.

ESL Pull-out and Content-Based

Serves students who are English Learners in English Only.

The goal of BISD is to provide a content-based ESL program where ELs have an ESL certified teacher in all content area instruction (97 students currently served with this model).

Students that are not in content-based ESL programs in BISD will be in pull-out programs where the ELAR teacher is ESL-certified and some or all of their other content area teachers are not (65 students currently served with this model).

District Enrollment/EL Enrollment/Exit History (End of Year)

School Year	District Enrollment	EL Enrollment	EL %	# of Exits	Exit %
2016-2017	2297	206	8.97	18	8.74
2017-2018	2306	197	8.54	25	12.69
2018-2019	2310	195	8.44	16	8.21

School Year	Parent Denials	Monitor Year 1	Monitor Year 2
2016-2017	2	26	16
2017-2018	1	18	27
2018-2019	2	22	14

Enrollment - Current 2019-2020 by campus (1st week of October)

Campus	Campus Enrollment	EL Enrollment	EL % (of total students)	EL % (of Total EL)
BHS	705	33	4.68	16.84
BJH	508	38	7.48	19.39
Secondary	1213	71	5.85	36.22
OBP	538	81	15.06	41.33
OBI	304	39	12.83	19.90
WE	144	5	3.47	2.55
Elementary	986	125	12.68	63.78
District	2199	196	8.91	100

Languages Spoken in BISD (End of Year)

2016-2017 -- (3) - Spanish, Cambodian (Khmer), Mandarin (Chinese)

2017-2018 -- (3) - Spanish, Cambodian (Khmer), Mandarin (Chinese)

2018-2019 -- (4) - Spanish, Cambodian (Khmer), Mandarin (Chinese), Ukrainian

Years in US Schools (March 2019) - Grades 1-12

Years	Number	Percentage
1	30 (22 are Grade 1)	18.18 (13.33)
2	16	9.70
3	24	14.55
4	28	16.97
5	15	9.09
6 or more	52	31.52

Academic Progress

2019 Accountability Results

STAAR All Subjects (Approaches or above)

EL (Current)	47%
--------------	-----

EL (Current & Monitored)	64%
--------------------------	-----

District (All Students)	79%
-------------------------	-----

State (All Students)	78%
----------------------	-----

English Proficiency (TELPAS 2019)

Grades 1-2

Years in US Schools	Composite - Beginning	Composite - Intermediate	Composite - Advanced/ Advanced High
1	0	42	58
2	0	43	57

Grades 3-12

Years in US Schools	Composite - Beginning	Composite - Intermediate	Composite - Advanced/ Advanced High
1	67	17	17
2	--	--	--
3	5	23	73
4	0	39	61
5	0	27	73
6+	0	37	64

Staff

2 ESL Specialists (1 at Elementary and 1 at Secondary)

5 Bilingual Paraprofessionals (1 at OBP PK, 3 at Elementary, and 1 at Secondary)

2 Bilingual Teachers

117 ESL Certified Staff (73 currently teaching ESL students)

Bilingual Education Exception

BISD will file a Bilingual Education Exception for the 18th consecutive year in 2019-2020.

The 2019-2020 Bilingual Education Exception will cover 89 students in 41 classrooms in grades 1-5 at O'Bryant Primary, O'Bryant Intermediate, and West End Elementary.

BISD would need to hire 6 Bilingual teachers to cover these students (2 in Grade 5) in order to not have to file an Exception.

BISD last hired a bilingual teacher in 2018-2019 for Kindergarten (currently have two - PK and K).

ESL Waiver

BISD filed an ESL Waiver for the 1st time in at least 11 years in 2018-2019.
BISD will not have to file an ESL Waiver for 2019-2020.

The 2018-2019 ESL Waiver covered 2 teachers at Bellville High School (due to a change in Texas Administrative Code).

BISD assisted one of the two teachers to become ESL certified for 2019-2020 and the other resigned from the district at the end of 2018-2019.

Professional Development

BISD is required to develop a Comprehensive Professional Development Plan whenever a Bilingual Education Exception or ESL Waiver is submitted.

The 2018-2019 plan included the following:

- BISD ESL Specialists developing and providing targeted professional development to teachers serving ELs (throughout 2018-2019, they presented 9 sessions with 171 teacher participants (teachers participated in multiple sessions))
- Region 6 Mini-Academy to prepare for ESL Certification and Reimbursement for ESL Testing Fee (BISD assisted 5 teachers in 2018-2019)

Professional Development

BISD provided through an outside contractor professional development on using ESL strategies in the classroom on August 8 (173 teachers attended throughout the day).

Staff attends LPAC training sessions, Title III Updates, Bilingual/ESL Updates, and State Assessments training sessions for ELs.

ESL Specialists attend monthly Team Meetings to be updated and trained on latest information and requirements. As needed, they will train campus staff on this information.

Summer School

Bellville ISD provides the state required Summer School for students entering Kindergarten and Grade 1 who are identified as ELs

Provide English Immersion activities for 120 hours over 14 days in June (Activities include academic work in classroom and field trips to public library, farm, grocery store, Bass Pro Shops, meat market, skating, movies, and restaurants)

Nine students attended last summer.

Title III, Part A

Title III, Part A - English Language Acquisition, Language Enhancement, and Academic Achievement Act is part of the Every Student Succeeds Act (ESSA) and provides for supplementary support to English Learners.

Bellville ISD is a member of the Region 6 Title III, Part A Shared Service Arrangement.

In 2018-2019, Bellville ISD received \$12,366 which was used for one Summer School Aide, seven staff to attend Title III Symposium in San Antonio, Dual Language books for new Bilingual Kindergarten classroom, Chromebooks and tablets, Rosetta Stone software.





BISD BOARD BRIEF-SEPTEMBER 2019

REGULAR MEETING MINUTES

6:30pm-10:24pm

- Meeting was called to order by Board President Grant Lischka at 6:30pm.
- Innovation provided by Reverend Leann Brechin of Industry First United Methodist Church
- Pledges to the United States & Texas Flags led by West End 5th grader Logan Lewis.
- Presentations/Recognitions:
 - Mrs. Wade's students from West End shared their lessons and learning about density with the BISD board of Trustees.
 - Presentation of a \$500 donation to each campus from RAP for schools anti-drug and anti-bullying efforts
- There were no participants in the Public Forum.

REPORTS & DISCUSSION ITEMS

- Campus Reports were shared out by each principal highlighting enrollment & activities.
- Monthly Financial Report was presented by Dennis Jurek, Asst. Superintendent of Finance & Operations
- Superintendent's Report was presented by Nicole Poenitzsch, Superintendent
 - Current Enrollment: 2193; Budgeted Enrollment 2195; Prior Enrollment 2196
- The BISD Board of Trustees discussed the first draft of locally developed Board Operating Procedures
- The Superintendent shared information with the Board of Trustees regarding the steps to consider to become a District of Innovation. Items for further discussion include:
 - Formation of a committee to develop a comprehensive Innovation Plan;
 - Possible consideration of school start date, class size, committee composition, development of a local appraisal system
- The Asst. Superintendent of Finance & Operations and Superintendent discussed next steps for developing a committee and engaging a third party evaluator to assist in the development of a capital improvement and long-range facilities plan.
- The Asst. Superintendent of Finance & Operations & Superintendent made the Board aware of some of the information gathering and analysis that will need to take place between now and February to consider options with the I&S tax rate including:
 - A financial efficiency study;
 - A capital assessment and long-range facilities plan

EXECUTIVE SESSION

8:51pm-10:24pm

- Motion to adjourn to Executive Session was made by Dusty Yantis, Seconded by Vince Ruffino (Vote 7-0)
 - Discussion of personnel and resignations;
 - Discussion of the purchase, exchange, lease, or value of real property;
 - Private consultation with the Board's attorney regarding property litigation or other litigation specifically the request for waiver of penalty and interest from BI Holdings, LLC pursuant to Tax Code Section 33.011 (551.071);
 - Discussion of the Superintendent's performance and request for consideration of joint employment with Texas A&M University
- Reconvene in Open Session at 10:24pm
 - Motion made by Andy Murrell, Seconded by Dusty Yantis to deny the application for waiver of penalty and interest submitted by BI Holdings, LLC pursuant to Tax Code Section 33.011 as there was found no error committed by the Appraisal District causing the payment to be late. (Vote 7-0)



BELLVILLE INDEPENDENT SCHOOL DISTRICT

518 SOUTH MATHEWS STREET | BELLVILLE, TX | 77418 | PH: (979) 865-3133 | WWW.BELLVILLEISD.ORG

- Motion made by Jim Batson, Seconded by Dusty Yantis to approve the Superintendent's employment with Texas A&M in the capacity of adjunct professor for the spring semester. (Vote 7-0)

CONSENT AGENDA

- Motion made Dusty Yantis, Seconded by Andy Murrell to approve the consent agenda. (Vote 7-0)
 - Approval of minutes from August 22, 2019 Regular Board Meeting
 - Approval of MOU with Texas AgriLife Waller County to recognize 4H as an extracurricular activity
 - Approval of members for the 2019-2020 SHAC Committee
 - Approval of member for the 2019-2020 Instructional Materials Adoption Committee

ACTION ITEMS

- Motion by Andy Murrell, Seconded by Vince Ruffion to award the bid for replacement of the BHS Auditorium Curtains (Vote: 7-0);
- Motion by Kenneth Stein, Seconded by Dusty Yantis to terminate agreement for advisory services with Frost Bank (Vote 7-0);
- Motion by Dusty Yantis, Seconded by Kenneth Stein to engage in agreement with Specialized Public Finance, Inc. for financial advisory services (Vote 7-0);
- Motion by Jim Batson, Seconded by Vince Ruffino to approve the Superintendent's Evaluation Tool (Vote 7-0)

BOARD REPORT

- Board President Grant Lischka reported that:
 - The Board will need to hold a meeting on October 8 at 7:30am to award bids for the additional renovation work to be done at the BHS Auditorium.

A motion to adjourn at 10:37pm was made by Dusty Yantis, Seconded by Karen Winn. (Vote 7-0)

BELLVILLE BRAHMAS
LEARNERS TODAY. LEADERS TOMORROW.



Dennis Jurek
Assistant Superintendent

Bellville Independent School District

**Bellville Independent School District
Board of Trustees Meeting, October 24, 2019**

DIRECT DONATIONS TO BELLVILLE ISD

The board may accept any bequest or gift of money or property on behalf of the District. The gift shall become the sole property of the District for its use and disposition. Please tender this letter as a recommendation for acceptance of these donations at the board meeting captioned above.

<u>DATE</u>	<u>DESCRIPTION OF DONATION</u>	<u>AMOUNT</u>
OCT 19	DONATION FOR OBP BACKPACK BUDDIES (FD 461)	\$ 40.00
OCT 19	ANONYMOUS DONATION FOR HIGH SCHOOL GIRLS ATHLETICS (FD 865)	\$ 500.00

Sincerely,

Dennis Jurek, Assistant Superintendent
Bellville Independent School District

Budget Amendments

Dennis Jurek
Assistant Superintendent

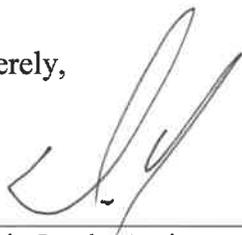
**Bellville Independent School District
Board of Trustees Meeting, October 24, 2019**

Budget Amendments

The following budget amendments require the approval of the Board of Trustees since they either increase the budget, or require a change in appropriations between functions. Please tender this letter as a request for such approval at the board meeting captioned above.

<u>Fund</u>	<u>Originator</u>	<u>Description</u>	<u>Amount</u>
1990	Dennis Jurek	Donation from Mark and Leslie Johnson for robotic team expenses (Fn 36)	\$ 50.00
1990	Dennis Jurek	Donation from Wildcat Fuels Educational Alliance for Jr High math and science department expenses (Fn 11)	\$ 1,000.00
1990	Dennis Jurek	Donation from Wildcat Fuels Educational Alliance for High School math and science department expenses (Fn 11)	\$ 1,000.00
1990	Dennis Jurek	Donations from RAP (Raising Academic Performance, Inc) for drug and bullying awareness expenses (Fn 11)	\$ 2,500.00

Sincerely,



Dennis Jurek, Assistant Superintendent
Bellville Independent School District



BELLVILLE INDEPENDENT SCHOOL DISTRICT

Meeting of the BISD Board of Trustees

October 24, 2019

Subject:	Credit by Exam Assessments Windows
Presenter:	Michael Coopersmith, Executive Director of Administration
Board Policy:	EHDC (Legal) A district shall administer each exam approved by the board not fewer than four times each year. A district must provide windows to test between January 1 and March 31, April 1 and June 30, July 1 and September 30, and October 1 and December 31,
BISD Goal:	1. Develop and attain local standards for high levels of integrated learning and performance. [LEARNING]

Summary:	<p>EHDC (Legal):A district shall administer each exam approved by the board not fewer than four times each year. A district must provide windows to test between January 1 and March 31, April 1 and June 30, July 1 and September 30, and October 1 and December 31, unless the exam's administration date is established by an entity other than the district. A student may take a specific examination only once during each window. The testing window must be designed to meet the needs of all students. The dates must be publicized in the community.</p> <p><i>Education Code 28.023; 19 TAC 74.24(a)(1)</i></p> <ul style="list-style-type: none">• February 24-March 6• June 8-19• July 20-31• November 9-20
Attachments:	▪ None
Recommendation:	<p>The recommendation is for the Board to:</p> <p>Approve the four assessment windows recommended in accordance with policy EHDC Legal for Credit by Examination Testing Dates.</p>

BELLVILLE BRAHMAS
LEARNERS TODAY. LEADERS TOMORROW.



BELLVILLE INDEPENDENT SCHOOL DISTRICT

Meeting of the BISD Board of Trustees

October 24, 2019

Subject:	District of Innovation
Presenter:	Dr. Nicole Poenitzsch, Superintendent
Board Policy:	AF (Legal) Innovation Districts
BISD Goal:	2. Foster a connected, collaborative, and strategic approach to continuous improvement for the district. [LEADERSHIP]

Summary:	<p>H.B. 1842 (84th Session of the Texas Legislature) in part amended Chapter 12 of the Texas Education Code (TEC) to create Districts of Innovation. Districts are eligible for designation if certain performance requirements are met and the district follows certain procedures for adoption as outlined in Statute. The designation provides the district will be exempt from certain sections of the TEC that inhibit goals of the district as outlined in the locally adopted Innovation Plan.</p> <p>PROPOSED AREAS OF CONSIDERATION</p> <ul style="list-style-type: none">• Ability to begin school as early as the third Monday of the Month of August;• Development and implementation of a local appraisal system;• Consideration of local board approval for K-4 grade classes that reach beyond the 22:1 ratio;• Consideration of locally developed criterion for membership ratios on community-based committees.
Attachments:	<ul style="list-style-type: none">▪ District of Innovation Overview
Recommendation:	<p>The recommendation is for the Board to:</p> <p>Approve the Board Resolution to pursue development of a District of Innovation Plan for BISD.</p>

BELLVILLE BRAHMAS
LEARNERS TODAY. LEADERS TOMORROW.

BELLVILLE INDEPENDENT SCHOOL DISTRICT

518 S. MATHEWS STREET. BELLVILLE. TX. 77418. (979) 865-3133. WWW.BELLVILLEISD.ORG

DISTRICT OF INNOVATION BOARD RESOLUTION

RESOLUTION TO CONSIDER DESIGNATION AS DISTRICT OF INNOVATION

WHEREAS Education Code 12A.001 provides that a district is eligible for designation as a district of innovation if the district's most recent performance rating under Section 39.054 reflects at least acceptable performance, and that consideration of designation as a district of innovation may be initiated by a resolution adopted by the board of trustees of the district; and

WHEREAS the Bellville Independent School District's most recent performance rating under Education Code 39.054 reflects at least acceptable performance.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Bellville Independent School District by adoption of this resolution initiates the process under Education Code Chapter 12A to become a District of Innovation.

BE IT FURTHER RESOLVED that after this resolution is signed by the Board, a public hearing shall be held within 30 days to consider whether the District should develop a local innovation plan for the designation of the District as a district of innovation and that within 30 days of the public hearing the Board of Trustees of Bellville Independent School District shall appoint an innovation plan committee to develop a local innovation plan or decline to pursue designation as a district of innovation.

Adopted this 24 day of October, 2019, by the Board of Trustees.

Presiding Officer

Secretary

BELLVILLE INDEPENDENT SCHOOL DISTRICT
518 S. Mathews Street | Bellville, TX | 77418 | www.bellvilleisd.org



DISTRICT OF INNOVATION

LEARNERS TODAY. LEADERS TOMORROW.

OVERVIEW

H.B. 1842 (84th Session of the Texas Legislature) in part amended Chapter 12 of the Texas Education Code (TEC) to create Districts of Innovation. Districts are eligible for designation if certain performance requirements are met and the district follows certain procedures for adoption as outlined in Statute. The designation provides the district will be exempt from certain sections of the TEC that inhibit goals of the district as outlined in the locally adopted Innovation Plan.

The term of the designation as a District of Innovation may not exceed 5 years.

The Texas Education Agency does not have the authority to approve a District's Innovation Plan. However, the Agency retains the authority to engage in investigative, intervention, and enforcement activities if the District is not in compliance with legal requirements for which an exemption cannot be claimed.

ELIGIBILITY

Districts with a rating of a "C" Met Standard or better are eligible to become a District of Innovation.

PROCESS

- The process of becoming a District of Innovation begins with either a Board of Trustees resolution or a petition signed by the majority of the District-Level Advisory Committee;
- The Board conducts a public hearing to consider developing an Innovation Plan;
- Within 30 days of the public hearing the Board must formally decided to pursue or decline the opportunity.

INNOVATION PLAN

DEVELOPING A PLAN

If declared to move forward, the Board appoints an Innovation Plan committee to write a plan that provides for a comprehensive educational program for the district, which may include:

- Innovative curriculum, instructional methods, and provisions regarding community participation, campus governance, and parental involvement;
- Modifications to the school day or year;
- Provisions regarding the District budget and sustainable program funding;
- Accountability and assessment measures that exceed the requirements of state and federal law; and
- Any other innovations prescribed by the board of trustees; and

Identifies requirements imposed by the Texas Education Code that inhibit the goals of the plan and from which the district should be exempted on adoption of the plan.

PROHIBITED EXEMPTIONS

- District Governance;
- Curriculum;
- State Assessment System;
- State Accountability System;
- School Finance;
- Federal Requirements;
- Other requirements in state law outside of the Education Code.

ALLOWABLE EXEMPTIONS

Not limited to:

- Educator Certification;
- Teacher Contracts;
- First and Last Day of School;
- Length of the School Day;
- Class Size;
- Certain Purchasing and Contract Requirements;
- Teacher appraisal requirements.

PUBLICATION OF THE PLAN

- The District's Innovation Plan must be posted on the district website for at least 30 days prior to adoption;
- The Board must notify the Commissioner of Education of its intent to adopt a plan;
- The District Advisory Committee must hold a public meeting to consider the final version of the plan and approve it with majority vote;
- The Board of Trustees must adopt the plan with a two-thirds majority vote;
- Once approved by the Board of Trustees, the Commissioner must be notified.

PROPOSED AREAS OF CONSIDERATION

- Ability to begin school as early as the third Monday of the Month of August;
- Development and implementation of a local appraisal system;
- Consideration of local board approval for K-4 grade classes that reach beyond the 22:1 ratio;
- Consideration of locally developed criterion for membership ratios on community-based committees.



BELLVILLE INDEPENDENT SCHOOL DISTRICT
Meeting of the BISD Board of Trustees

October 24, 2019

Subject:	Threat Assessment Team for 2019-2020
Presenter:	Michael Coopersmith, Ed.D.
Board Policy:	FFB (Local)
BISD Goal:	Foster a connected, collaborative, and strategic approach to continuous improvement for the district. [LEADERSHIP]

Summary:	Senate Bill 11 states that each school district shall have a threat assessment team to serve at each campus. Team members will have expertise in areas such as mental health, safety, law enforcement, special education, and classroom management.
Attachments:	<ul style="list-style-type: none">• Threat Assessment Team•
Recommendation:	The recommendation is for the Board to: Approve the threat assessment team as presented.

Threat Assessment Teams 2019-2020

Campus threat assessment teams under Senate Bill 11 will consist of the following:

- 1) A campus administrator
- 2) Campus SRO
- 3) A counselor from the campus or with knowledge of the student.
- 4) Any pertinent school employee with special knowledge of the student such as teacher, paraprofessional, SPED teacher, LSSP
- 5) Any other person deemed appropriate by the team for determining if the student is a threat to the safety of the campus.

The threat assessment team should always consist of a minimum of 2 members including 1 and 2 from above with no maximum based on the need of the threat assessment team and the complexity of the threat presented to the team. BISD has chosen to name positions and not specific people to allow flexibility for team makeup. The team will be able to react to situations as deemed appropriate for a threat assessment team.



BELLVILLE INDEPENDENT SCHOOL DISTRICT

Meeting of the BISD Board of Trustees

October 24, 2019

Subject:	Board Operating Procedures
Presenter:	Grant Lischka, Board President
Board Policy:	Applicable policies include all in the [B. Local Governance] policy series
BISD Goal:	<ol style="list-style-type: none">1. Develop and attain local standards for high levels of integrated learning and performance. [LEARNING]2. Foster a connected, collaborative, and strategic approach to continuous improvement for the district. [LEADERSHIP]3. Create a culture that attracts, develops, and retains exceptional individuals to be part of our district and community. [HUMAN CAPITAL]4. Cultivate connections in our schools and community to ensure all feel safe, valued, and engaged in meaningful ways. [COMMUNITY]
Summary:	The purpose of this item is to approve our Local Board Operating Procedures as discussed at our August Board Retreat and September Board Meeting.
Attachments:	<ul style="list-style-type: none">• DBISD Board Operating Procedures
Recommendation:	The recommendation is for the Board to: Approve the BISD Board Operating Procedures as presented and subsequent policy updates to BDAA (Local).

BELLVILLE INDEPENDENT SCHOOL DISTRICT
LEADERSHIP TEAM. BOARD OF TRUSTEES. SUPERINTENDENT



BOARD OPERATING PROCEDURES

LEARNERS TODAY. LEADERS TOMORROW.
518 S. MATHEWS STREET. BELLVILLE. TX. 77418. BELLVILLEISD.ORG

ETHICS

As a member of the Board, I shall promote the best interests of the District as a whole and, to that end, shall adhere to the following ethical standards:

EQUITY IN ATTITUDE

- I will be fair, just, and impartial in all my decisions and actions.
- I will accord others the respect I wish for myself.
- I will encourage expressions of different opinions and listen with an open mind to others' ideas.
- I will encourage expressions of different opinions and listen with an open mind to others' ideas.
- I will be accountable to the public by representing District policies, programs, priorities, and progress accurately.

TRUSTWORTHINESS IN STEWARDSHIP

- I will be accountable to the public by representing District policies, programs, priorities, and progress accurately.
- I will be responsive to the community by seeking its involvement in District affairs and by communicating its priorities and concerns.
- I will work to ensure prudent and accountable use of District resources.
- I will make no personal promise or take private action that may compromise my performance or my responsibilities.

HONOR IN CONDUCT

- I will tell the truth.
- I will share my views while working for consensus.
- I will base my decisions on fact rather than supposition, opinion, or public favor.

INTEGRITY OF CHARACTER

- I will refuse to surrender judgment to any individual or group at the expense of the District as a whole.
- I will consistently uphold all applicable laws, rules, policies, and governance procedures.
- I will not disclose information that is confidential by law or that will needlessly harm the District if disclosed.

COMMITMENT TO SERVICE

- I will focus my attention on fulfilling the Board's responsibilities or goal setting, policymaking, and elevation.
- I will diligently prepare for and attend Board meetings.
- I will avoid personal involvement in activities the Board has delegated to the Superintendent.
- I will seek continuing education that will enhance my ability to fulfill my duties effectively.

STUDENT-CENTERED FOCUS

- I will be continuously guided by what is best for all students of the District.

AUTHORITY

The trustees as a body corporate have the exclusive power and duty to govern and oversee the management of the public schools of the district. The Board may only act by a majority vote of the members present at a meeting held in compliance with Government Code Chapter 551 (Open Meeting Act). Unless authorized by the Board, a member of the Board may not, individually act on behalf of the Board.

ACCESS TO INFORMATION

- When acting in the member's official capacity, a board member has an inherent right of access to information, documents, and records maintained by the district.
- A Board member shall maintain the confidentiality of information, documents, and records received from the district as required by the Family Educational Rights and Privacy Act of 1974.

VISITS TO DISTRICT FACILITIES

- A Board member shall adhere to posted requirements for visitors to first report to the main office of a District facility, including a school campus.
- Board members are encouraged to attend special events on campuses.
- Board members shall not go into teacher's classrooms or campuses for the purpose of evaluation or investigation.
- Visits during the business day shall not be permitted if their duration or frequency interferes with the delivery of instruction or District Operations.

REFERRING COMPLAINTS

- If employees, parents, students, or other members of the public bring concerns or complaints to an individual Board member, he or she shall refer them to the Superintendent or another appropriate administrator, who shall proceed according to the applicable complaint policies.
- When the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy, the Board member may request that the issue be placed on the agenda.
- There is no requirement that a Board negotiate or even respond to complaints. However, a Board must stop, look, and listen and must consider the perspective given.

BBE (Legal)

BBE (Local)

GF (Legal)

LEADERSHIP

SELECTION OF BOARD OFFICERS

- At the first meeting after each election and qualification of members, the members of the Board shall organize by selecting a President, a Vice President, a Secretary, who shall be members of the Board.
- The Board may assign a District employee to provide clerical assistance to the Board.
- Board members shall serve for a term of one year or until a successor is elected. Officers may succeed themselves in office.
- A vacancy among the officers of the Board, other than the President, shall be filled by majority action of the Board.

ROLE AND AUTHORITY OF BOARD OFFICERS

- No Board member or officer has authority outside the Board meeting.
- No Board member can direct employees in regard to performance of duties.
- The Board President shall:
 - Preside at all Board meetings,
 - Have the right to discuss, make motions and resolutions, and vote on all matters coming before the Board.
- The Board Vice President shall:
 - Act in the capacity and perform the duties of the President of the Board in the event of the absence or incapacity of the President.
 - Automatically become President of the Board if a vacancy in that office occurs.
- The Board Secretary shall:
 - Ensure that an accurate record is kept of the proceedings of each Board meeting;
 - Ensure that notices of Board meetings are posted and sent as required by law;
 - In the absence of the President and Vice President, call the meeting to order and act as presiding officer;
 - Sign or countersign documents as directed by action of the Board.

MEETINGS

A “meeting” means a deliberation among a quorum of a board, or between a quorum of the Board and another person, during which public business or public policy over which the Board has supervision or control is discussed or considered, or during which the board takes formal action.

MEETING TIME & PLACE

- The notice for a Board meeting shall be given 72 hours before the meeting and shall reflect the date, time, and location of the meeting.
- Regular meetings of the Board shall normally be held on the fourth Thursday of each month at 6:30pm.
- 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.
- Notice of all meetings shall provide for the possibility of a closed meeting during an open meeting in accordance with law.

SPECIAL OR EMERGENCY MEETINGS

- The Board President shall call special meetings at the Board President’s discretion or upon request by two members of the Board.
- 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 warrants the meeting.

MEETING AGENDA

- The deadline for submitting items for inclusion on the agenda is the seventh calendar day before regular meetings and the third calendar day before special meetings.
- 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.
- Before the official agenda is finalized for any meeting, the Superintendent shall consult with the Board president to ensure that the agenda and the topics included meet with the Board President’s approval.
- 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 member’s specific authorization.
- Board members are encouraged to advise the Superintendent of questions or concerns on agenda items before the Board meeting

OPEN/CLOSED MEETING

- Every meeting of the Board shall be open to the public.
- The Board may conduct a closed meeting when the agenda subject is one that may properly be discussed in closed meeting including:
 - Attorney consultation;
 - Real property;
 - Prospective Gift;
 - Personnel Matters;
 - Employee Complaints;
 - Student Discipline;
 - Personally identifiable student information;
 - Medical or psychiatric records;
 - Security;
 - Assessment instruments;l
 - Emergency management;
 - Economic development negotiations;
 - Superintendent's contract & evaluation.
- A final action, decision, or vote on a matter deliberated in a closed meeting shall be made only in an open meeting for which proper notice has been given.

PUBLIC PARTICIPATION

- At regular meetings the Board shall allow up to five minutes per person to hear persons who desire to make comments to the Board.
- Specific factual information or recitation of existing policy may be furnished in response to inquiries or comments, but the Board shall not deliberate on any subject that is not included on the agenda.

RULES OF ORDER

- The Board shall observe the parliamentary procedures as found in Robert's Rules of Order;
- Voting shall be by voice or show of hands, as directed by the Board President

PERSONAL CONDUCT

- Board members shall dress and act professionally;
- Board members shall disagree respectfully;
- Electronic devices shall be turned off/silenced. If personal emergency needs exists, the Board member shall make others on the Board aware of the need for cell phone access during the meeting.

MINUTES

- The Board action shall be carefully recorded by the Board Secretary or designated District employee. ;
- When approved, Board Meeting Minutes shall serve as the legal record of the official Board Action.

BE (Legal)

BE (Local)

COMMUNICATION

REQUEST FOR INFORMATION

- Board Members shall request information and/or reports through the Superintendent;
- The Superintendent will gather information and/or reports and disseminate it in a timely manner to the entire Board

RESPONDING TO COMPLAINTS

- When approached with a complaint, the Board member will hear the individual's concern for full understanding.
 - Repeat problem back to the individual,
 - Explain the chain of command to the individual and provide contact information for the most appropriate administrator to resolve the concern at the lowest level possible.
- The Board Member is encouraged to notify the Superintendent as quickly as possible after learning of an issue.

ISSUING COMPLAINTS

- When the Board Member has a complaint relative to issues within the direct responsibility of the Superintendent, he/she should address the complaint directly with the Superintendent;
- The Superintendent shall work to investigate the concern and provide information or resolution to the entire Board in an appropriate and timely manner;
- When the Board Member has a complaint relative to his/her role as a parent/spouse/relative, he/she shall address the concern through the chain of command available to all other citizens seeking resolution at the lowest level possible refraining from direct involvement to the extent possible in consideration of his/her named position of significance as a Board Member;
- When the Board Member has a concern or complaint about the performance of the Superintendent, he/she shall make the Board President aware of the concern. The Board President shall determine the most appropriate avenues to address the concern which may include discussion of the Superintendent's performance with the entire Board during the closed portion of the next regularly scheduled Board meeting.

ROUTINE COMMUNICATIONS

- The Superintendent will meet with the Board President on a routine basis;

- The Superintendent will communicate with all Board Members via regular transmittals;
- The Superintendent will communicate information in a timely fashion to all Board Members;
- Requests to the Superintendent from any Board Member will be distributed to all Board Members.

MEDIA INQUIRIES TO THE BOARD

- The Board President shall be the official spokesperson for the Board to the media/press on issues of media attention.
- All Board Members who receive calls from the media should direct them to the Board President or designee.

CONFIDENTIALITY OF COMMUNICATIONS

- Confidentiality will be maintained to the extent permitted by state and federal law;
- The BISD Board of Trustees encourages input; however, anonymous calls, letters, or electronic communication will not receive Board attention, discussion, or response.

BOARD DEVELOPMENT

EVALUATION OF THE BOARD

- Annually at a workshop/retreat/training, the Board-Superintendent team will review the district's vision, mission, goals, and operating procedures and will evaluate the Board's effectiveness.
- The evaluation of the Board and Superintendent is an indication of the success the governance team is having in meeting established goals.

BOARD TRAINING

Within 90 days of taking oath, each board member shall:

- Complete a 1-2 hour training regarding the responsibilities of the Board and its members under the Texas Open Meetings Act;
- Complete a 1-2 hour training regarding the responsibilities of the Board and its officers and employees under the Public Information Act;
- Complete a 3 hour local orientation to become familiar with the Texas Education Code, and local Board policies and procedures, district goals and priorities, local District practices in curriculum and instruction, business and finance operations, district operations, superintendent evaluation, and the Board member roles and responsibilities.

All Board Members shall:

- Complete any training required by the State Board of Education;
- Participate in annual team-building sessions with the Board and the Superintendent;
- Receive and review the State Board of Education's framework for governance leadership;
- After each legislative session of the Texas Legislature, receive and update to the basic orientation to the Education Code from a regional education service center or any registered provider.
- Receive additional continuing education on an annual basis in fulfillment of assessed needs and based on the framework for governance leadership.

Additional Training:

- Within the first year of service, a Board Member shall receive at least ten hours of continuing education in fulfillment of assessed needs;
- After the first year of service, a Board Member shall receive at least five hours of continuing education annually in fulfillment of assessed needs;
- A Board President shall receive continuing education related to leadership duties of the Board President as some portion of the annual requirement;
- Each Board Member shall complete continuing education every two years on evaluating student academic performance.

Board's are commended for effectively implementing the Commissioner of Education's Trustee Improvement and Evaluation Tool developed under Education Code 11.182. At least 50 percent of the continuing education shall be designed and delivered by persons not employed or affiliated with a Board Member's school district.

TEAM BUILDING

- Annually, the entire board, including all Board Members, shall participate in a 3 hour training with their Superintendent in a team-building session facilitated by a regional education service center or any registered provider.
- The team-building session shall include a review of the roles, rights, and responsibilities of the Board as outlined in the framework for governance leadership.
- The assessment of needs shall be based on the framework for governance leadership and shall be used to plan continuing education activities for the governance leadership for the year.

REPORTING

- At the last regular Board meeting before an election of trustees, the Board President shall announce the name of each Board Member who has completed the required continuing education, and who is deficient in meeting the required continuing education as of the anniversary of the date of each Board Member's election or appointment to the Board;
- The announcement shall state that completing the required continuing education is a basic obligation and expectation of any Board Member under SBOE rule.

OFFICERS AND OFFICIALS
DUTIES AND REQUIREMENTS OF BOARD OFFICERS

BDAA
(LOCAL)

Board Officers	The Board shall elect a President, a Vice President, and a Secretary who shall be members of the Board. The Board may assign a District employee to provide clerical assistance to the Board. Officers shall be elected by majority vote of the members present and voting.
Vacancy	A vacancy among officers of the Board, other than the President, shall be filled by majority action of the Board.
Term and Duties	Board officers shall serve for a term of one year or until a successor is elected. Officers may succeed themselves in office. Each officer shall perform any legal duties of the office and other duties as required by action of the Board.
President	In addition to the duties required by law, the President of the Board shall: <ol style="list-style-type: none">1. Preside at all Board meetings unless unable to attend.2. Have the right to discuss, make motions and resolutions, and vote on all matters coming before the Board.
Vice President	The Vice President of the Board shall: <ol style="list-style-type: none">1. Act in the capacity and perform the duties of the President of the Board in the event of the absence or incapacity of the President.2. Automatically become President of the Board if a vacancy in that office occurs.
Secretary	The Secretary of the Board shall: <ol style="list-style-type: none">1. Ensure that an accurate record is kept of the proceedings of each Board meeting.2. Ensure that notices of Board meetings are posted and sent as required by law.3. In the absence of the President and Vice President, call the meeting to order and act as presiding officer.4. Sign or countersign documents as directed by action of the Board.



BELLVILLE INDEPENDENT SCHOOL DISTRICT
Meeting of the BISD Board of Trustees

October 24, 2019

Subject:	District of Innovation
Presenter:	Dennis Jurek, Assistant Superintendent of Finance & Operations
Board Policy:	CL (Legal) Buildings Grounds & Equipment Management
BISD Goal:	2. Foster a connected, collaborative, and strategic approach to continuous improvement for the district. [LEADERSHIP]

Summary:	<ul style="list-style-type: none">In an effort to make effective long-term decisions regarding the maintenance, repair, and replacement of various components of our management work and plan for district facilities and grounds, we'd like to engage TASB to conduct a comprehensive capital assessment and partner for annual maintenance of a capital assessment inventory and evaluation.
Attachments:	<ul style="list-style-type: none">Presentation will be given by TASB representatives at the Board Meeting
Recommendation:	The recommendation is for the Board to: Approve TASB as the provider for a BISD Capital Assessment and Improvement Plan.

BELLVILLE BRAHMAS
LEARNERS TODAY. LEADERS TOMORROW.