



Regular Meeting with Public Hearing Agenda
Thursday, January 23, 2025
Cedar Park Middle School Library
2100 Sun Chase Blvd.
Cedar Park, TX 78613
6:15 PM

The Board meeting protocols are available at <https://bit.ly/3DHAR4v>.

Doors will open to the public at 5:30 PM.

Members of the public may access this meeting via live stream at <https://www.leanderisd.org/boardlivestream>. Please note, this link will not be active until approximately 5 minutes before the scheduled meeting time.

Citizens wishing to address the Board of Trustees may do so in person at the meeting location noted on the agenda. In order to address the Board, individuals must sign up online at <https://bit.ly/3VNgT3K>, between noon the day prior to the meeting and noon the day of the meeting and be present when their number is called. **Note:** Individuals signed up to speak regarding a Public Hearing agenda item will be called to speak during the Public Hearing Citizen Comment part of the meeting.

Citizens who need special accommodations or assistance with sign-up should contact the office of the Superintendent (512-570-0000) during regular business hours.

The notice of this meeting was posted in compliance with the Texas Open Meetings Act on January 17, 2025, at 4:14 PM.
A revised notice of this meeting was posted in compliance with the Texas Open Meetings Act on January 20, 2025 at 11:51 AM.

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

- 1. CALL TO ORDER AND DECLARATION OF QUORUM**
- 2. OPENING CEREMONY**
 - A. Pledge of Allegiance
 - B. Moment of Silence
- 3. RECOGNITION**
 - A. Spotlight on Learning: Early College High School
- 4. CITIZEN COMMENTS**

(See the notes at the top of the agenda for instructions on how to sign up and details regarding speaking.)
- 5. PUBLIC HEARING**
 - A. 2023-2024 Texas Academic Performance Report (TAPR) and Public Hearing 3
- 6. CITIZEN COMMENTS FOR 2023-2024 TEXAS ACADEMIC PERFORMANCE REPORT AND PUBLIC HEARING** *(See notes at the top of the agenda for instructions on how to sign up and details regarding speaking.)*
- 7. CONSENT AGENDA**
 - A. Consider Adoption of Board Operating Procedures 21
 - B. Consider Approval of FY25 Budget Amendment - #7 67
 - C. Consider Approval of Low-Attendance Waivers for the 2024-25 School Year 70
 - D. Consider Approval of Minutes of Regular and Called Board Meetings 71
 - E. Consider Approval of a Resolution to Pay Employees for Days Closed Due to 78

| | |
|---|-----------|
| Bad Weather | |
| 8. SUPERINTENDENT'S REPORT | 81 |
| A. Empowered Student Learning | |
| B. Empowered Staff Learning | |
| C. Safe and Innovative Learning Environments | |
| 9. DISCUSSION / ACTION ITEMS | |
| A. STUDENT EXPERIENCE | |
| 1. Equitable Access Formative Review | 96 |
| 2. Discussion of 2025-2026 and 2026-2027 Academic Calendars | 121 |
| B. OPERATIONS | |
| 1. Child Nutrition Services Annual Report | 151 |
| 2. Bond Oversight Committee Recommendations | |
| a. Consider Approval of the Bond Oversight Committee Recommendation for Cedar Park High School Modernization | 177 |
| b. Consider Approval of the Bond Oversight Committee Recommendation for an Information Technology Bond Project Manager Position | 191 |
| 3. Discussion of Framework for Long-Range Planning Future Work | 204 |
| 4. Discussion of 2024-2025 Budget Projections | 217 |
| 5. Discussion and Consider Adoption of the 2025-2026 Budget Assumptions | 219 |
| 6. Discussion of an Option to Call for a Voter Approved Tax Rate Election (VATRE) in the Fall of 2025 to Achieve Leander ISD's Strategic Plan | 244 |
| 10. CLOSED SESSION | |
| A. Texas Government Code 551.071: consultation with attorney regarding pending or contemplated litigation, and/or attorney client privileged matter | |
| B. Texas Government Code 551.074: personnel - deliberation regarding resignations, terminations, employment, reassignments, duties, and evaluation of personnel and public officers | |
| C. Texas Government Code 551.0821: deliberation regarding matters whereby personally identifiable information regarding one or more students will be disclosed | |
| 11. ACTION PURSUANT TO CLOSED SESSION | |
| 12. BOARD MEETING DEBRIEF | |
| 13. 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 conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). 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. [See BEC(LEGAL)]

Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, January 23, 2025

Agenda Item: 2023-2024 Texas Academic Performance Report (TAPR) and Public Hearing

Purpose: Discussion Item/Report Only Action Requested

Administrator Responsible: Brenda Cruz, M.Ed., Assistant Superintendent, Empowered Learning and Emily Gray, Sr. Coordinator of K-12 Measures

Attachments: 2023-2024 Texas Academic Performance Report (TAPR) Presentation

Background Information:

A summary of the 2023-2024 Texas Academic Performance Report (TAPR) will be presented followed by a public hearing in compliance with Texas state law. Resources referenced in the report may be found on [TEA's website](#).

Administrative Recommendation:

N/A

Sample Motion:

N/A



January 23, 2025

2023-2024 Texas Academic Performance Report (TAPR) and Public Hearing

PURPOSE

Review and summarize the annual 2023-2024 Texas Academic Performance Report (TAPR) including:

- Information on student and staff demographics and programs
- Performance of students in the district
- College, Career and Military Readiness data

Meet the requirements of TEC 39.306 which states the district's Board of Trustees must:

- Publish an annual report
- Hold a public hearing

The annual report includes:

- [Texas Academic Performance Report](#)
 - Available by district and campus
 - [LISD TAPR pdf](#)
- [2022-2023 District Accreditation Status](#) - Accredited
- [2023-2024 Special Education Determination Status](#) - Meets Requirements
- [2022-2023 PEIMS Financial Standard Report](#)
- [2023-2024 Campus and District Improvement Plans](#)
- [2023-2024 HB 3 Goals Update](#)
- [2023-2024 Report of Violent or Criminal Incidents](#)
- [2023-2024 Prevention and Intervention Policies](#)
- [Fall 2023 Report from the Texas Higher Education Coordinating Board \(THECB\)](#) (pgs. 648-652 for LISD)
- The following are **not** included, per TEA, due to delay:
 - District and Campus Accountability Ratings
 - Distinction Designations

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DEMOGRAPHICS



2023-2024 Texas Academic Performance Report (TAPR) and Public Hearing

Recall - this is data from the 2023-2024 School Year





District Student Profile - PEIMS Fall Snapshot Enrollment Data

| Race/Ethnicity | 2021-22 | 2022-23 | 2023-24 |
|------------------|---------|---------|--|
| Total Enrolled | 41,780 | 42,415 | 42,593 <i>Est. 24-25: 42,611</i> |
| Asian | 12.3% | 14.9% | 16.7% <i>24-25: 18.3%</i> |
| African American | 4.5% | 4.4% | 4.5% |
| Hispanic | 26.3% | 26.1% | 26.1% |
| Two or more | 6.1% | 6.4% | 6.7% |
| White | 50.4% | 47.9% | 45.6% <i>24-25: 43.7%</i> |

| Student Groups | 2021-22 | 2022-23 | 2023-24 |
|----------------------------|---------|---------|-------------------------------------|
| Economically Disadvantaged | 18.5% | 19.9% | 20.0% <i>24-25: 16.6%</i> |
| Special Education | 13.4% | 14.1% | 14.9% <i>24-25: 86.1%</i> |
| Section 504 | 9.7% | 9.5% | 9.7% |
| Emergent Bilingual (EB) | 9.6% | 11.5% | 13.7% <i>24-25: 14.1%</i> |
| At Risk | 32.7% | 36.2% | 36.1% |
| Gifted & Talented | 20.3% | 20.6% | 20.8% |



Staff Summary

| 23-24 Total Staff: 5,589 | LISD | State |
|--------------------------|------|-------|
| Teachers | 55% | 48% |
| Professional Support | 11% | 11% |
| Campus/ Central Admin | 4% | 5% |
| Aides/Auxiliary Staff | 30% | 36% |

| Teachers by Yrs Exp | LISD | State |
|--------------------------|------|-------|
| Beginning | 6% | 9% |
| 1-5 Years Experience | 26% | 27% |
| 6-10 Years Experience | 20% | 20% |
| 11-20 Years Experience | 31% | 27% |
| 21-30 Years Experience | 15% | 14% |
| Over 30 Years Experience | 3% | 3% |

| Teachers by Race/Ethnicity | 2021-22 | 2022-23 | 2023-24 ⁹ |
|----------------------------|---------|---------|----------------------|
| Asian | 2% | 3% | 4% |
| African American | 3% | 3% | 3% |
| Hispanic | 13% | 14% | 15% |
| Two or more | 2% | 2% | 1% |
| White | 80% | 79% | 76% |



PERFORMANCE

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**2024 District STAAR
Participation - 99%**

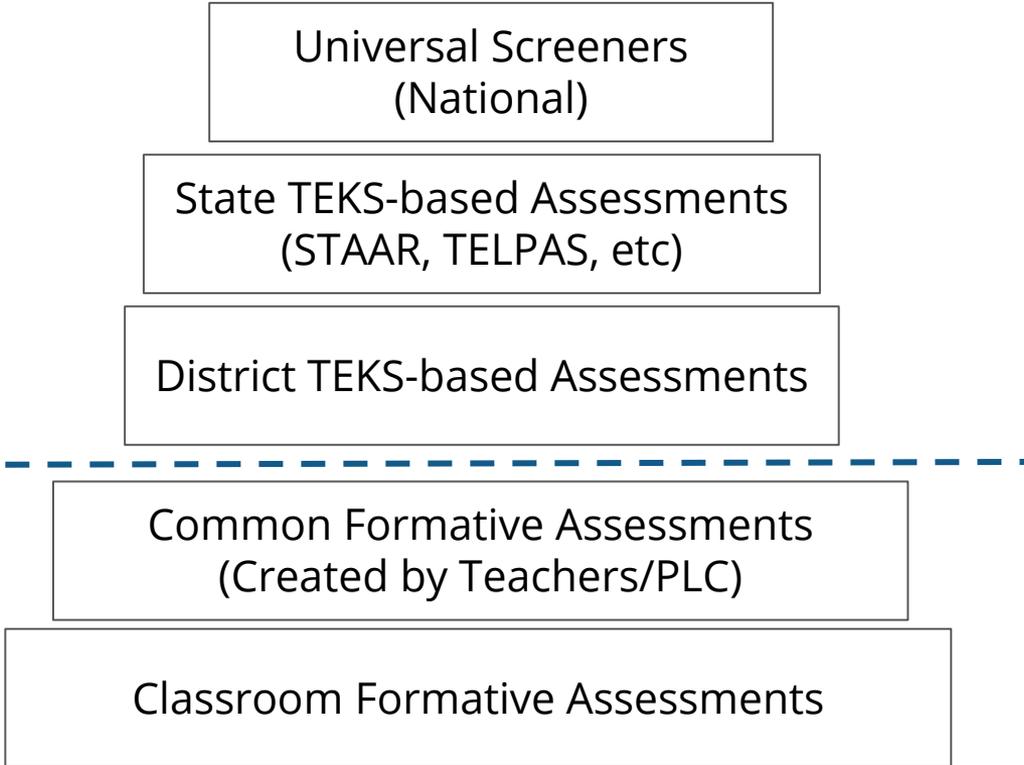


LISD Assessment Framework

Stakeholders

Teachers/PLC
Parents
Campus Leaders
District Leaders
Student

Teachers/PLC
Parents
Campus Leaders
Student





STAAR Performance Data

Texas Education Agency
2023-24 STAAR Performance (TAPR)
 LEANDER ISD (246913) - WILLIAMSON COUNTY

| | School Year | State | Region 13 | District | African American | Hispanic | White | American Indian | Asian | Pacific Islander | Two or More Races | Special Ed (Current) | Special Ed (Former) | Continuously Enrolled | Non-Continuously Enrolled | Econ Disadv | EB/EL (Current & Monitored) |
|--|-------------|-------|-----------|------------|------------------|----------|-------|-----------------|-------|------------------|-------------------|----------------------|---------------------|-----------------------|---------------------------|-------------|-----------------------------|
| STAAR Performance Rates by Tested Grade, Subject, and Performance Level | | | | | | | | | | | | | | | | | |
| Grade 3 Reading | 12 | | | | | | | | | | | | | | | | |
| At Approaches Grade Level or Above | 2024 | 74% | 74% | 83% | 64% | 73% | 86% | 67% | 94% | * | 87% | 55% | 87% | 83% | 81% | 66% | 76% |
| | 2023 | 76% | 78% | 86% | 67% | 79% | 88% | 56% | 95% | * | 88% | 61% | 88% | 86% | 86% | 70% | 79% |
| At Meets Grade Level or Above | 2024 | 48% | 50% | 58% | 42% | 44% | 60% | 17% | 76% | * | 64% | 29% | 50% | 59% | 55% | 33% | 49% |
| | 2023 | 50% | 53% | 63% | 46% | 53% | 64% | 56% | 83% | * | 61% | 34% | 49% | 63% | 64% | 40% | 58% |
| At Masters Grade Level | 2024 | 21% | 23% | 26% | 14% | 15% | 25% | 17% | 46% | * | 29% | 6% | 23% | 26% | 26% | 10% | 20% |
| | 2023 | 20% | 23% | 28% | 9% | 19% | 28% | 33% | 49% | * | 28% | 10% | 14% | 27% | 30% | 12% | 22% |
| Grade 3 Mathematics | | | | | | | | | | | | | | | | | |
| At Approaches Grade Level or Above | 2024 | 70% | 69% | 77% | 64% | 64% | 79% | 40% | 92% | * | 85% | 52% | 81% | 78% | 74% | 56% | 72% |
| | 2023 | 73% | 74% | 81% | 61% | 71% | 84% | 78% | 94% | * | 78% | 56% | 78% | 81% | 81% | 63% | 80% |
| At Meets Grade Level or Above | 2024 | 42% | 44% | 51% | 32% | 36% | 50% | 20% | 77% | * | 58% | 30% | 51% | 51% | 50% | 27% | 48% |
| | 2023 | 45% | 47% | 54% | 32% | 41% | 56% | 44% | 80% | * | 53% | 31% | 47% | 54% | 56% | 30% | 55% |
| At Masters Grade Level | 2024 | 15% | 18% | 22% | 7% | 11% | 21% | 20% | 43% | * | 24% | 9% | 26% | 22% | 22% | 8% | 21% |
| | 2023 | 19% | 22% | 25% | 9% | 12% | 24% | 22% | 52% | * | 27% | 13% | 15% | 24% | 27% | 8% | 25% |



STAAR Comparative Performance

| Reading/Language Arts | | | | | |
|-----------------------|---------------------|--------|---------------------------|-------|---------|
| Grade | LISD Compared to... | | Compared to Previous Year | | |
| | State | Region | Approaches | Meets | Masters |
| 3rd | +9% | +9% | -3% | -5% | -2% |
| 4th | +8% | +8% | +2% | +1% | +1% |
| 5th | +10% | +8% | 0% | +2% | +2% |
| 6th | +11% | +10% | +1% | +7% | +6% |
| 7th | +12% | +10% | -3% | 0% | +3% |
| 8th | +10% | +10% | 0% | +2% | +6% |
| E1 | +15% | +14% | -2% | 0% | +3% |
| E2 | +14% | +14% | +2% | +3% | -2% |

| Social Studies | | | | | |
|----------------|---------------------|--------|---------------------------|-------|---------|
| Grade | LISD Compared to... | | Compared to Previous Year | | |
| | State | Region | Approaches | Meets | Masters |
| 8th | +18% | +14% | -1% | -1% | 0% |
| US Hist | +2% | +2% | +1% | +1% | +5% |

| Key | -3% or more (Decrease) | -2 to +2% (Stable) | +3% or more (Increase) |
|-----|---------------------------|-----------------------|---------------------------|
|-----|---------------------------|-----------------------|---------------------------|

| Mathematics | | | | | |
|-------------|---------------------|--------|---------------------------|-------|---------|
| Grade | LISD Compared to... | | Compared to Previous Year | | |
| | State | Region | Approaches | Meets | Masters |
| 3rd | +7% | +8% | -4% | -3% | -3% |
| 4th | -1% | +1% | -9% | -5% | -3% |
| 5th | +5% | +5% | -2% | -4% | -6% |
| 6th | +14% | +14% | -1% | +3% | 0% |
| 7th* | +2% | +7% | -10% | -4% | +2% |
| 8th | +12% | +10% | -5% | -6% | -1% |
| A1 | +7% | +9% | +1% | +1% | +2% |

*Note: Advanced Math students in LISD skip the 7th grade STAAR

| Science | | | | | |
|---------|---------------------|--------|---------------------------|-------|---------|
| Grade | LISD Compared to... | | Compared to Previous Year | | |
| | State | Region | Approaches | Meets | Masters |
| 5th | +6% | +5% | -11% | -12% | -5% |
| 8th | +17% | +14% | 0% | +1% | +2% |
| Bio | +5% | +5% | +1% | 0% | -7% |

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2024 Percentage of Students Demonstrating 1+ Years Growth

| Reading/Language Arts | | | |
|-----------------------|------|--------|-------|
| Grade | LISD | Region | State |
| 4th | 75% | 68% | 67% |
| 5th | 81% | 72% | 70% |
| 6th | 70% | 62% | 61% |
| 7th | 78% | 68% | 66% |
| 8th | 80% | 70% | 69% |
| E1 | 74% | 67% | 64% |
| E2 | 71% | 68% | 69% |

| Mathematics | | | |
|-------------|------|--------|-------|
| Grade | LISD | Region | State |
| 4th | 52% | 57% | 60% |
| 5th | 70% | 66% | 65% |
| 6th | 67% | 50% | 48% |
| 7th | 49% | 46% | 49% |
| 8th | 68% | 66% | 66% |
| A1 | 72% | 72% | 72% |



GRADUATE INFORMATION¹⁵

Class of 2023



Now we go WAY back to the Class of 2023....



These students were...

| | |
|-----------|--------------------|
| Senior | 2022-2023 |
| Junior | 2021-2022 |
| Sophomore | 2020-2021 (Hybrid) |
| Freshman | 2019-2020 |

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College, Career, and Military Readiness (CCMR)

| CCMR-Related Indicators | Class of 2021 | Class of 2022 | Class of 2023 |
|--|----------------------|----------------------|----------------------|
| % Taking SAT or ACT | 99% | 89% | 97% |
| % Taking AP/IB Exam (Grades 11-12) | 39% | 38% | 42% |
| College, Career, Military Readiness | 85% | 84% | 86% |



College, Career, and Military Readiness (CCMR)

| | Class of 2021 | Class of 2022 | Class of 2023 |
|---|---------------|---------------|---------------|
| College Ready Graduates | 74% | 73% | 81%* |
| Met TSI Criteria in Math and ELA (SAT, ACT, or TSI-A) | 69% | 69% | 73% |
| AP/IB Met Criteria in any subject | 44% | 43% | 44% |
| Dual Credit Course in any subject | 25% | 22% | 20% |
| Graduates Under an Advanced Diploma Plan & Identified as Current Special Education* | 8% | 7% | 8% |

| | Class of 2021 | Class of 2022 | Class of 2023 |
|--|---------------|---------------|--------------------|
| Career/Military Ready Graduates | 28% | 28% | 26%* |
| Approved Industry-Based Certifications | 20% | 20% | 22 ¹⁸ % |
| Graduates with IEP & Workforce Readiness | 4% | 4% | 5% |

Comparison District Results

*Graduates Under an Advanced Diploma Plan & Identified as Current Special Education moved from Career Ready to College Ready for Class of 2023



PUBLIC HEARING



DISCUSSION

Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, January 23, 2025

Agenda Item: Consider Adoption of Board Operating Procedures
Purpose: Discussion Item/Report Only Action Requested
Administrator Responsible: Holly Boyd Wardell, J.D., Eichelbaum Wardell Hansen Powell & Muñoz, P.C.
Attachments: Recommended Updates to Board Operating Procedures January 2025 – Redline Version
Recommended Updates to Board Operating Procedures January 2025 - Clean Version

Background Information:

The Board Operating Procedures serve as standard operating procedures that supplement the local policies of the School District and guide the Board of Trustees, as a body corporate, as they: ensure the creation of a shared vision that promotes enhanced student achievement; provide guidance and direction for accomplishing the vision; measure and communicate how well the vision is being accomplished; promote the vision; work with the Superintendent to lead the District toward the vision as specified and further detailed in [Board Policy \(BBD – EXHIBIT\)](#) and in Texas Education Code, Chapter 11, Subchapter D. While these Board Operating Procedures may be amended at any time the Board deems it necessary to do so, they should be reviewed annually by the whole Board during the December Team of 8 Board Retreat. Board Operating Procedures updates were discussed by the Board during the [December 7, 2024 Board Retreat](#).

Administrative Recommendation:

N/A

Sample Motion:

I move the Board Operating Procedures be adopted as presented.



Board of Trustees Operating Procedures ~~2023~~2025

Leander Independent School District Board of Trustees Operating Procedures

The Board Operating Procedures serve as standard operating procedures that supplement the local policies of the School District and provide guidance to the Board of Trustees, as a body corporate, as they: ensure creation of a shared vision that promotes enhanced student achievement; provide guidance and direction for accomplishing the vision; measure and communicate how well the vision is being accomplished; promote the vision; work with the Superintendent to lead the District toward the vision as specified and further detailed in Board Policy ([BBD – EXHIBIT](#)), and in Texas Education Code, Chapter 11, Subchapter D. This document has been adopted by the Board at a regularly scheduled meeting and may be modified by a majority vote of the Board. The manual is divided into six (6) sections: Effective Governance, New Board Member Orientation & Board Officers, Board Meetings, Committees, Evaluations & Trainings, and Board Relationships. While these Board Operating Procedures may be amended at any time the Board deems it necessary to do so, they should be reviewed annually by the whole Board during the December Team of 8 Board Retreat. Subsequently, any changes or discussions from the December Retreat should then be compiled and reviewed by a subcommittee along with any other changes suggested throughout the year and brought to the whole Board at a regularly scheduled meeting. The Board Operating Subcommittee may continue to meet throughout the year and bring any suggestions or changes to the whole Board for possible adoption at any time based on agenda capacity.

Effective Governance

The purpose of the LISD Board of Trustees is to unleash the potential of each and every learner in our system by listening to and engaging with the community in order to advocate for every student’s needs while continuously improving, enhancing, and optimizing the system for student success.

The Board will rely on its [adopted core beliefs, vision, and mission as they deliberate with the adopted Strategic Plan in mind](#).

The Board will hold itself accountable for governing with excellence. This self-discipline of excellence applies to attendance, beginning meetings on time, preparation for meetings, adherence to policy-making principles, respect of roles, active participation in the monitoring process, and ensuring effective governance capability into the future.

The Board will use a system of communications and interaction that builds upon mutual respect and trust between Board Members and between Board Members and the Superintendent.

Accordingly, the Team of 8 will:

1. Listen to each other and demonstrate respect for the opinions and comments of each other.
2. Maintain honesty and transparency in all interactions.
3. Have an expectation of preparedness for all meetings.

Leander Independent School District Board of Trustees Operating Procedures

4. Respond in a timely manner to requests and inquiries from each other and from administration employees
5. Remember, all are equal Members and have a purpose on the team.
6. Make space for each other.
7. Stay curious and engaged.
8. Acknowledge the issue, but focus on the mission.
 - a. Criticize privately, praise publicly
 - b. Maintain appropriate confidentiality
 - c. Maintain focus on common goals
 - d. Promote the positive image of the District
9. Attempts to resolve conflict will include:
 - a. Seek to find common ground
 - b. Keep away from personalities
 - c. Stay focused on core beliefs
 - d. Think - How does this impact our District?

The Board is committed to utilizing the tools of Continuous Improvement such as Plan-Do-Study-Act (PDSA) and quality tools, including but not limited to consensograms and Plus/Delta, in order to be as efficient and effective as possible. Continuous Improvement and the Board's Theory of Action is the framework by which Trustees do their work. The Board continues to use Continuous Improvement in setting and reviewing progress at the District.

New Board Member Orientation & Election of Board Officers

*For specific policies related to Board Member Elections, see [Board Policy BBB](#).

I. New Board Member Orientation

- A. The Board will offer orientation and training to new Board Members in the Board's governance process.
 1. New Board Members will have a meeting with District staff for their name badge and other generic, logistical information before their first Board meeting.
 2. As a supplement to the information provided in relation to his/her candidacy, a District orientation for a new Board Member will be scheduled, if possible, by or around the first Board meeting a new Board Member takes the Oath of Office.
 3. At a minimum, the Superintendent and Board President will participate in the orientation. Additional administrative staff also may be included to provide specific information about the District.
 4. The orientation should include, but will not be limited to the following:

Leander Independent School District Board of Trustees Operating Procedures

- a. Board Operating Procedures and Board Policies
- b. Superintendent's overview of District administrative organization
- c. Training to access District electronic communications
- d. District budget overview
- e. Strategic Plan, Goals, and Guiding Documents
- f. Board annual calendar and briefing of upcoming events
- g. Superintendent's current contract and instrument for Superintendent Evaluation
- h. List of Board and administrative committees having Trustee representation.

II. Election of Board Officers

- A. The new Board will meet at the next regularly scheduled meeting after the results are canvassed to review the selection of the following Board Officers: President, Vice-President, and Secretary. See [Board Policy BDAA \(LEGAL\)](#). The LISD Board typically reorganizes in June ~~following the November election~~.
1. Any Board Member wanting to become an officer must complete a board officer training through TASB and must not be deficient in board training requirements.
 2. Board Officers shall serve for a term of one year or until the next called Officer election. Officers may succeed themselves in office.
 3. At any meeting at which the Board will take action on Board Officers, the agenda shall include a provision for a closed session deliberation to discuss reconstituting the Officers of the Board. During the closed meeting, the Board will deliberate the duties and qualifications of Public Officers. The current Board President will ask for nominations. During this time the Board shall also consider Board Committee assignments and selection of Chairs for Internal Standing Board Committees.
 4. When reconvened in open meeting, in compliance with the Texas Open Meetings Act, the current Board President will preside over the election of the Board Officers. The current Board President will entertain nominations. Board Members will not self-nominate from the dais. A nomination requires a second. If additional nominations are made, then each office will be voted on separately by the Board according to Robert's Rules of Order. The Board will vote for each office in turn, beginning with the Board President. If there is more than one nominee for a position, candidates will be voted on in the order of their nomination.
 5. Newly elected Officers will assume responsibility for their office immediately upon election to the Board Office.
 6. In the event of a vacancy in an Officer's position, the Board may by a majority action of the Board at any duly called meeting fill the vacancy.
 7. The immediate past President and the newly elected President shall meet with the Superintendent after the election of Officers to review all matters pending, to ensure the newly elected President has all the information required of the office.

Leander Independent School District Board of Trustees Operating Procedures

III. Roles and Official Duties of the Board Officers

A. The President of the Board ensures the integrity of the Board's processes and serves as the Board's official spokesperson. Accordingly, the President has the following authority and duties:

1. Monitor Board behavior to ensure that it is consistent with its own rules and policies and those legally imposed upon it from outside the organization.
 - a. Conduct and monitor Board meeting deliberations to ensure that only Board issues are discussed.
 - b. Ensure that the Board meeting deliberations are fair, open, and thorough, but also efficient, timely, orderly, and to the point.
 - c. Chair Board meetings with all the commonly accepted power of that position as described in Robert's Rules of Order, and with voting rights.
 - d. Conduct periodic self-assessments to ensure process improvement.
 - e. Facilitate communication between Board Members.
 - f. Facilitate agenda planning (including consent agenda items), development, and ordering of agenda items during meetings.
 - g. Act as the Board's spokesperson to the media.
2. Compile and facilitate the summative evaluation of the Superintendent.
3. Represent the Board to outside parties in announcing Board-stated positions and in stating decisions and interpretations with the areas assigned to the President, delegating this authority to other Board Members when appropriate, but remaining accountable for its use.
4. Sign contracts, resolutions, and legal documents authorized by the Board.

B. Board Vice President:

1. Act in the capacity and perform the duties of the President of the Board in the event of the absence, disability, or resignation of the President.
2. Have the opportunity to participate in agenda planning and development, including consideration of items for the consent agenda. If the Board Vice President is unavailable to participate in an agenda planning meeting, another Trustee will have the opportunity to participate in the agenda planning meeting with the Board President and Superintendent.
3. Become President only upon being elected to the position by the Board.

C. Board Secretary:

1. Ensure that accurate records of Board meetings are kept.
2. Act in the capacity and perform the duties of the President of the Board in the event of the absence, disability, or resignation of the President and Vice President.

Leander Independent School District Board of Trustees Operating Procedures

3. Sign contracts, resolutions, and legal documents authorized by the Board.
 4. The Secretary shall work with administration to prepare discussions with Trustees and compile Trustee response, if they are available, throughout the year to complete the Superintendent's evaluation.
- D. For specific policies related to Duties and Requirements of Board Officers, see [Board Policy BDAA](#).
- E. If the Board cannot reach a consensus on the results of the Superintendents' evaluation, the Board Officers will finalize the evaluation.

Board Meetings

I. Developing Board Meeting Agendas

- A. To accomplish its stated objectives, the Board follows, its adopted purpose and goals, and develops and follows an Annual Agenda Planning Calendar that includes a schedule for significant aspects of the Board's upcoming work, including monitoring of District performance, matters related to the District budget, bond and facility work, contracts, policies, personnel, evaluation of the Superintendent, and other items pertaining to major business of the Board. This Calendar may be adjusted for administrative purposes.
- B. Not later than June 30 of each year, the Board President, in cooperation and consultation with the Superintendent, will develop a draft of the Board's Annual Planning Calendar of Board Meetings. The Annual Planning Calendar will serve as a template for agenda and activity planning purposes. The Board's Annual Planning Calendar provides a general planning guideline and can, at a minimum, include the following items:
1. Items in the strategic plan, Board goals, District goals, and superintendent goals;
 2. Items legally required annually but not at specific times;
 3. Items required by Board Policy;
 4. Desired Board Reports;
 5. Student Performance Reports;
 6. Program Evaluation;
 7. Instructional Programs and District Initiatives to review in the upcoming year;
 8. Activities not related to Board meetings, to include District activities/events, major campus events, meetings of District-related organizations/committees, Board training opportunities/ workshops/ conventions, business meetings of local governmental entities, and advisory group meetings.

II. Placing Items on the Agenda

1. The Board President and Superintendent shall prepare the agenda for each Board meeting in accordance with the Annual Agenda Planning Calendar. Agenda items may be added by the Superintendent through appropriate consultation with the Board President.

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2. Any Board Member may propose a subject for consideration by the Board. Ideally, such requests should be made before the Board at a Board meeting or proposed in writing to the Board President no later than **7 calendar days** before the meeting is posted. If two Board Members (the Board President may be one of the two Members) agree to have an item placed on the agenda, the Board President shall place the item on the agenda of the next regular Board meeting or a subsequent meeting. Notwithstanding, the Board President may refuse to place an item on the agenda if it is not time to discuss the subject per the Board's Annual Planning Calendar and the item has already been discussed on two or more agendas within the preceding quarter. In accordance with the Texas Open Meetings Act, no Member can place an item on the agenda less than 72 hours in advance of a meeting, except in an emergency as per Texas law.
3. Board agendas and corresponding documents when possible will be uploaded to Board Book **6 calendar days** prior to the regular Board meeting.
4. The Superintendent's office is responsible for the posting of the agenda, no later than **72 hours** before the meeting in accordance with Chapter 551 (Open Meetings Act) of the Texas Government Code.
5. The order in which posted agenda items are taken may be changed by the presiding officer at any meeting.
6. Should a Member wish to remove an item from the consent agenda, that item will be discussed as a separate action item. See [Board Policy BE\(LOCAL\)](#).
7. Board Members are encouraged to advise the Board President, Superintendent, or Board contacts of questions or concerns on agenda items before the Board meeting. As such, Board members will attempt to have all questions regarding regular agenda items submitted to the Superintendent or appropriate staff member 48 hours before the called Board meeting.
8. For more information about agenda preparation, see [Board Policy BE\(LOCAL\)](#).

III. Conducting Board Meetings

- A. The Leander ISD Board of Trustees typically will meet on the second and fourth Thursdays of each month with meetings normally beginning at 6:15 p.m., but times may vary. The Board President may call a special or emergency meeting at the request of two or more Board Members and/or by the Superintendent as provided in Chapter 551 (Open Meetings Act) of the Texas Government Code.
- B. Four Members present constitute a quorum for a meeting.
- C. The Board solemnizes its proceedings by beginning regular monthly Board meetings with a recitation of the pledge of allegiance to the United States, the pledge of allegiance to the state flag, and a moment of silence.
- D. Board Members shall refrain from electioneering and political advertising from the dais. See [BBBD\(LEGAL\)](#).
- E. Board Members shall refrain from conversing at the dais with community members where confidential or personal documents may be observed.
- F. The Board shall observe the parliamentary procedures as outlined in *Robert's Rules of Order Newly Revised*, except as otherwise provided in Board procedural rules or by law.

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1. All discussions shall be directed solely to the business currently under deliberation.
 2. The presiding officer has the responsibility to keep the discussion to the motion at hand and shall halt discussion that is not germane to the business before the Board.
 3. The presiding officer shall recognize a Board Member wishing to comment. Board Members shall be respectful of time to allow other Trustees an opportunity to ask questions or make comments.
 4. Questions and comments must be germane to the current agenda item.
 5. Board Members shall respect the right of individual Members to express their viewpoints and vote their convictions and honor the decisions of the majority.
- G. For the most updated information on meetings, visit the [LISD Board of Trustees website](#) and click on the Board Meetings & Live Stream drop-down box.
- H. For specific policies related to Board meetings, see [Board Policy BE](#).

IV. Citizen Comments/Public Participation during Board Meetings

1. Although not the only way citizens can reach out to the Board, the Board encourages citizens to make their comments, concerns and ideas known to the Board during the Citizen Comments segment of the meeting. Persons may address the Board on agenda or non-agenda items at regular Board meetings. *At specially called meetings, the public may comment only on items on the agenda.*
2. Citizen Comments will normally be held after the call to order, Pledge of Allegiance, and recognitions. A person wishing to address the Board shall sign up prior to the beginning of the meeting. For meetings that start at the usual time of 6:15 p.m., the sign-up form for Citizen Comments will be available online from 12:00 p.m. the day before through 12:00 p.m. the day of the meeting. The deadline for signing up to speak will be 12:00 p.m. preceding the Board meeting. For meetings with a different start time, the sign-up window will be specified at the top of the meeting agenda. Each citizen should sign up for themselves. Citizens who need special accommodations or assistance with sign-up should contact the office of the Superintendent (512-570-0000) during regular business hours. The LISD Board seeks to conduct its meetings in a polite, professional manner, and would appreciate Citizen Comments being shared in a similar fashion. The LISD Board's standard expectation will be that the Board Book will be complete prior to the deadline for Citizen Comment sign-up to ensure that citizens have an awareness of the items the Board will be considering.
3. Each speaker will be given up to 1.5 minutes. The presiding officer may modify this time at his/her discretion based on the number of citizens who signed up to speak unless additional time is needed for translation in accordance with [BED\(LEGAL\)](#). Speakers may not "donate" their time to other speakers. Citizens will miss their speaking time if they are not present when their number is called.
4. After the sign-up deadline, speakers will be notified via email of their speaking order and the amount of time they will have to address the Board. Current LISD students will be placed at the top of the speaking order during Citizen Comments.
5. The request to address the Board form shall ask for the speakers:

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- a. Name,
 - b. Address,
 - c. Phone,
 - d. If they are a Parent/Guardian, Student, Teacher/Staff, Resident of LISD, Community Member that works or shops in the District, or Other,
 - e. Name of your topic: General Information, Complaint (not specific to student or staff member), Complaint (specific to the student or staff member)- if you select this option a staff member will follow up and provide you details on the grievance process,
 - f. What item on the agenda will you be addressing,
 - g. Briefly state the issue you wish to discuss,
 - h. What would you suggest the remedy or appropriate response to your issue?
6. The Board does not allow the use of video, slide, or other electronic presentations. Speakers must address the Board from a speaker podium/table. No speaker may approach the dais without the permission of the presiding officer.
 7. If citizens bring a written statement or support materials, they should provide enough copies for the seven Board Members and the Superintendent.
 8. Specific complaints about individual District personnel shall be processed through the District's grievance policies [DGBA \(Employee\)](#), [FNG \(Parent/Student\)](#), and [GF \(Public\) \(LOCAL\)](#). See [Leander ISD Complaint Form \(FNG Exhibit\)](#) for sample parent/student grievance form.
 9. The Board requests that citizens not refer to individual students or employees by name during Citizen Comments.
 10. The Board will not engage in dialogue with the speaker during the Board meeting. However, the Board or Superintendent may provide specific factual information or recite existing policy to clarify some inquiries or issues.
 11. The Board shall not deliberate or make decisions regarding any subject that is not on the posted agenda. The presiding officer shall recognize Board Members prior to any Member asking clarifying questions or making statements to the Board. Board Members may direct the Superintendent to investigate item(s) and report back to the Board as appropriate.
 12. The Board President shall maintain decorum, so that the Board may conduct the business of the District. Outbursts and demonstrations that disrupt a Board Meeting are prohibited. The Board shall not tolerate disruption of the Board Meeting by members of the public. If, after one warning from the presiding officer, any person continues to disrupt the meeting by words or actions, the person shall be removed from the meeting. All individuals attending meetings are expected to comply with applicable guidelines from the District regarding emergency procedures and/or in accordance with executive orders issued by duly authorized local, state, and/or federal authorities. A single outburst or incident may be so disruptive that an individual may be removed without an initial warning.
 13. Signs or placards brought to a Board meeting shall not block the vision of those attending the meeting.

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14. For specific legal policies related to public participation at Board meetings, see [Board Policy BED](#).

V. Closed Meetings

- A. The Board must convene in open session with proper posting prior to the presiding officer announcing a recess into closed meeting. The reason/exception for a closed session must be read aloud indicating the items to be discussed in closed session under Chapter 551 (Open Meetings) of the Texas Government Code. During a closed meeting, the Board can deliberate properly posted items but may not take any actions related to those items. All Board actions, including voting, must occur in open session.
- B. Discussions and information shared during closed session shall remain confidential. Board Members must always be mindful of their fiduciary duty to the District and protect information provided to them in trust during closed meeting. Trustees who reveal matters discussed in closed meeting are subject to censure in accordance with these procedures. If a Board Member has questions about the confidentiality of information shared in closed meeting, they are encouraged to confer with the Board's Counsel.
- C. The Board Secretary shall prepare a certified agenda of the proceedings of each closed session and file it with the Executive Assistant to the Board or designee. Only Members of the Board (whether present at the closed session or not) can review the minutes of a closed session without a court order. A Board Member wishing to review the certified agenda of a closed session should contact the Superintendent's office. A copy may not be made. Certified agendas are to be sealed, kept confidential, and stored in a locked place in accordance with retention schedules and Board policy.
- D. For more information on closed meetings, see [Board Policy BEC](#).

VI. Voting

- A. No item shall be acted upon by the Board unless the item is posted in the public notice for the meeting.
- B. When an item for action on the agenda is reached, the following procedure will apply:
 - 1. The presiding officer shall announce the item for action.
 - 2. The Superintendent or appropriate staff member may make a comment, statement, recommendation, or presentation regarding the item.
 - 3. The Board may discuss the item and raise questions.
 - 4. Action is taken by means of a motion and a second, followed by a hand vote of Board Members present. The Board also has the option of not taking action on an item.
 - 5. The Board President may vote on all action items.
 - 6. In case of a tie vote, a motion fails.
 - 7. Dissenting and abstaining votes shall be recorded in the minutes of the Board Meeting.
- C. For more information about voting, see Board Policies [BDAA\(LOCAL\)](#) and [BE\(LOCAL\)](#).

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Committees

I. Board Committees

- A. In accordance with Board Policy BDB (LEGAL), the Board has created standing committees to facilitate the efficient operation of the Board.
- B. The Board has created committees to facilitate the efficient operation of the Board. Those committees are reviewed annually and consist of up to three members and work with a Staff/Board Attorney liaison in an advisory capacity. These committees serve purely in an advisory function, with no power to supervise or control District business. Each standing committee shall consist of up to three Trustees, one serving as Chair and two serving as Members.
- C. The Board may create additional committees as necessary.
- D. The Chair of the committee, in consultation with the staff liaison, shall determine the number and frequency of meetings each year and keep meeting minutes as well as attendance.
- E. The Chair of the committee shall provide regular reports to the Board regarding the work of the committee ~~during regularly scheduled Board meetings.~~ Reports shall be provided to the Executive Administrative Assistant to the Superintendent for inclusion in a board memo.
- F. When possible, committee member terms will be staggered to minimize the impact of member turnover. The committee members will typically be agreed to annually by the Board, along with the designation of a chair of that committee. The chair will work with the staff liaison to determine when meetings are needed. Trustees will work with one another to ensure a smooth transition across committee assignments by transferring all written materials to their successors, meeting with them to discuss pending committee matters, and assisting in other ways as needed.
- ~~G. The Board has created committees to facilitate the efficient operation of the Board. Those committees are reviewed annually and consist of up to three members and work with a Staff/Board Attorney liaison in an advisory capacity. These committees serve purely in an advisory function, with no power to supervise or control District business.~~
- ~~H. The committee members will typically be agreed to annually by the Board, along with the designation of a chair of that committee. The chair will work with the staff liaison to determine when meetings are needed. Trustees will work with one another to ensure a smooth transition across committee assignments by transferring all written materials to their successors, meeting with them to discuss pending committee matters, and assisting in other ways as needed.~~
- ~~I~~G. The Board annually reviews committee members for all internal Board committees.
- ~~J~~I. The current standing committees are:
 - 1. Legislative - *A member from this committee shall be selected as the District's TASB Legislative Delegate

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The purpose of the Board Legislative Committee is to cultivate relationships with elected officials to open lines of communication and increase opportunities to advocate for the interests of Leander ISD; to unify the messages individual trustees convey to legislators; and to monitor and review legislative actions to inform advocacy efforts. The Committee will also bring together the Legislative Priorities for Board action.

2. Board Operating Procedures

The purpose of the Board Operating Procedures Committee is to establish an annual, or as needed review, of the Board Operating Procedures. The Committee shall make recommendations for Board action on the Board Operating Procedures.

3. Policy

The purpose of the Board Policy Committee is to establish policy review and adoption priorities; make recommendations for Board action on policies including the creation and amendment of policies; and review policy concerns raised by stakeholders to ensure compliance and fairness.

4. Audit

The purpose of the Board Audit Committee is to serve in an advisory role to review internal and external audit processes and reports.

II. District Citizen Advisory Committees

- A. Board Member appointments to certain District administrative committees, created by Board policy or established through administration, may be conducted annually or as specified by administration. Beginning with appointments for ~~the 2022-2023~~each school year, the Board shall instruct the District to include on the committee webpage each Board appointee's name and the name of the Board Member who nominated them, as well as details regarding the time frame during which appointments shall be made. ~~Beginning with appointments for the 2022-2023 school year, e~~Community members must be residents of Leander ISD, unless otherwise prohibited by statute. The Board reserves the right to replace committee members who miss more than two consecutive meetings.
- B. The Board shall consider each committee requirement composition when submitting appointees including but not limited to parents with students in the District, the feeder pattern, as well as a commitment of attendance. The Board will only approve committee member appointments/nominations if required by policy or statute. If Board approval of the entire committee is required by policy or statute, appointments shall be reviewed and voted on by the Board at the same time of approval as the entire committee membership.
- C. The function of the committees, unless otherwise stated in statute, shall be fact-finding, deliberative, and advisory. The District shall consider the Board appointments when determining the remaining composition of the committee so that selection of the remaining members provide for an adequate representation of the community's diversity and geography.
- D. These committees are directed and run by district administration, and the Board does not have a participating role on these committees, unless otherwise required by statute or a memorandum of understanding (MOU). While Board members may attend (in numbers less than a quorum) and observe advisory meetings, they may

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not participate or become a member of the committee. When a statute or MOU requires Board member participation, the number of Board members on a committee shall not exceed the minimum required by statute.

Evaluations and Training

I. Evaluation of the Superintendent

- A. The Superintendent formative evaluation will be conducted on a periodic basis and the summative evaluation on an annual basis. New Board members will receive training on how to evaluate the superintendent ~~prior to the first formative evaluation.~~
- B. The evaluation will be conducted in closed meeting.
- C. The Board shall evaluate and assess the Superintendent's performance in writing at least once each year. The Board's evaluation and assessment of the Superintendent shall be reasonably related to the duties of the Superintendent as outlined in the Superintendent's job description and shall be based on the District's progress towards accomplishing the District Goals. If the Board cannot reach consensus on the results of the Superintendent's performance review, the Board Officers will finalize the performance review. The evaluation format and procedure shall be in accordance with the evaluation instrument selected by the Board in accordance with the Board's policies, and state and federal law. In the event the Board deems that the evaluation instrument, format, and/or procedure is to be modified by the Board and such modifications would require new or different performance expectations, such modifications must be adopted with input from the Superintendent and the Superintendent shall be provided a reasonable period of time to demonstrate such expected performance before being evaluated.
- D. For more information on Superintendent evaluations, see Board Policy [BJCD\(LOCAL\)](#).

II. Evaluation of the Board

- A. The Board shall perform a self-review or evaluation at a properly called Board meeting using the adopted State Board of Education Framework for School Board Development.
- B. That review shall take place annually.
- C. Additional reviews shall include performing an evaluation on reaching Board goals and aligning to Board Purpose Statement as well as guiding documents.
- D. During the December Team of 8 Retreat, the Board Operating Procedures, effective governance, and Board Member Code of Ethics shall be reviewed ~~at~~. For information about Board Member ethics, see [BBF\(LOCAL\)](#).
- E. Additional evaluations can be included as needed by the Board President.
- F. For more information about Board self-evaluations, see Board Policy [BG\(LEGAL\)](#).

III. Board Training Development

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- A. Board Members must meet minimum annual requirements for training. Based on our November Trustee election cycle, Leander ISD is required to announce at the last Board meeting in October, each Board Member who has completed, exceeded, or is deficient in meeting the required continuing education hours. However, the requirements for training are measured as of the first anniversary of the date of the Trustee's election or appointment, or two-year anniversary of his or her previous training, as applicable.
- B. At the last regular October Board meeting, the Board President must announce the name of each Board Member who has completed/exceeded/or is deficient in the required continuing education as required by 19 Tex. Admin Code 61.1 (j).
- C. ~~Pending any necessary budget considerations, all Board Members may attend any training through identified entities such as Region 13, CTSBA, TASB and are encouraged to focus on training identified through the SBOE Board Training Framework and as identified by the annual Board evaluation of trainings.~~
- Each spring, the Board will identify and prioritize the focus of Board Trainings for the year based on the results of the annual Board evaluation, the SBOE Board Training Framework, and alignment with the District's strategic plan.
- It is the desire of the Board that all Board Members will attend the prioritized trainings/conferences identified by the Board in order to maximize the benefits to the District.
- The Board will generally give priority to conferences and training opportunities held in Texas; however, the Board may also approve training opportunities at national conferences occurring outside the state based on identified Board priorities.
- The Board may also set a maximum annual amount for the Board, as a whole, or for individual Board Members to attend Board Training.
- D. Additional training or educational seminars may be requested by individual Board Members and approved by a majority of the Board through Board action.
- E. Exceptions to the above that will require reimbursement must be approved by a majority of the Board Members.
- F. For specific legal policies related to Board Member training, see Board Policy [BBD \(LEGAL\)](#).

IV. Travel Reimbursement

- A. Reimbursement to Board Members for reasonable travel expenses* attendance at regional, state, or national conventions, conferences, and workshops shall be made by the District when attendance is authorized and deemed by the Board to be necessary to conducting the business of schools. Board Members have two weeks to turn in travel expenses to the Superintendent's Office for reimbursement.
- B. Recognizing that Board Members serve the Leander Independent School District without compensation for their service as Trustees while also maintaining separate employment, Board Members are permitted to

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engage in limited work on private or personal matters while travelling on school business, so long as the work or personal/private matter does not interfere with the Board Member's ability to attend to the business of LISD.

C. The District may not pay the travel expenses of spouses and other persons who have no responsibilities or duties to perform for the Board when they accompany a Board Member to Board related activities.

D. For specific policies related to Board Member Travel Reimbursement, see [Board Policy BBG](#).

*Reasonable expenses are defined to mean:

1. Hotel: Not to exceed the standard negotiated rate available through the conference sponsor. If no standard negotiated rate has been established, the reimbursement rate shall not exceed the rate for key officials as stated by the Texas Comptroller for the current fiscal year.
2. Meals: Without receipts, for overnight travel, Board Members may claim per diem in the same manner and at the same rates as specified for employees in the Leander ISD Business Operating Guidelines. With receipts, meals for overnight and non-overnight travel may be reimbursed up to the rate for key officials as stated by the Texas Comptroller for the current fiscal year.
3. Parking: Hotel self-parking is highly recommended in the hotel in which the Board Member is a guest, unless no self-parking is available or if it is not safe.
4. Mileage: Not to exceed the allowable IRS rates (or the District approved rate if lower) for use of a personal car or the actual cost of the lowest fare for commercial transportation plus parking.

No reimbursement will be made for:

1. Non-District facsimiles or phone calls
2. Entertainment or in-room movies
3. Alcohol
4. Souvenirs
5. Spouse/family expenses

Cancellation of conference registration, hotel, travel accommodations, etc. must be completed within the allowable "cancellation" timeline established by the vendor or sponsoring entity. Every attempt must be made by the Board Member to notify the Board's or Superintendent's Executive Assistant of such cancellation plans as soon as plans need to be changed. For cancellations not completed within the designated timeline, the loss of reimbursement eligibility and/or monetary commitment of the District shall be borne by the individual Board Member responsible for the cancellation, unless the cancellation is the result of personal illness or a family emergency or natural disaster.

Accounting records shall accurately reflect that no state or federal funds were used to reimburse travel expenses beyond those authorized for state employees.

A statement shall be submitted for all authorized expenses incurred, including receipts to the extent feasible,

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documenting actual expenses and in accordance with procedures applicable to employee expense reimbursement.

Board Relationships

- I. The Leander ISD Board of Trustees** are committed to ensuring that all trustees act in a fair and ethical manner, upholding our guiding documents and direction of the Strategic Plan and that no trustee uses their position for personal gain or to exert undue influence over others.
1. Trustees shall not use their position or access to confidential information to benefit themselves, their family members, or any other person or organization with which they have a financial or personal interest.
 2. Trustees shall not use their position to coerce or intimidate school staff, students, or members of the community.
 3. Trustees shall not use their position to interfere with the day to day operations of the school District. Trustees who violate this policy will be subject to disciplinary action, up to and including censure.

II. Conflicts of Interest

- A. Board Members are expected to avoid conflicts of interest involving any matter pending before the Board. A conflict of interest is deemed to exist when a Member is confronted with an issue in which the Member has a personal or pecuniary interest or an issue or circumstances that could render the Member unable to devote complete loyalty and singleness of purpose to the public interest. Accordingly:
1. If a Board Member has a substantial personal or private interest in any matter pending before the Board, the Member shall disclose such interest to the Board and shall not vote on the matter.
 2. A Member of the Board shall not also be an employee of the District, nor shall a Member receive any compensation for services rendered to the District. This provision shall not prohibit Members from receiving reimbursement for authorized expenses incurred during the performance of Board duties.
 3. The Board shall not enter into any contract with any of its Members or with a firm in which a Member has a financial interest unless one or more of the following conditions apply:
 - a. The contract is awarded to the lowest responsible bidder based upon established competitive bidding procedures; or
 - b. The Board Member is the highest bidder for merchandise sold at a public auction.
 4. Board Member is expected to avoid conflict of interest in the exercise of the Member's fiduciary responsibility. Accordingly, a Board Member may not:
 - a. Disclose or use confidential information acquired during the performance of official duties as a means to further the Board Member's own personal financial interests or the interests of a Member of the Board Member's immediate family;
 - b. Accept a gift of substantial value or economic benefit which would tend to improperly influence a reasonable person, or which the Board Member knows or should know is primarily for the purpose of a reward for official action;

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- c. Engage in a substantial financial transaction for private business purposes with a person whom the Board Member directly or indirectly supervises;
 - d. Perform an official act, which directly confers an economic benefit on a business in which the Board Member has a substantial financial interest or is engaged as a counsel, consultant, representative or agent.
- B. Board Members are encouraged to file an affidavit disclosing a substantial interest in a business entity or real property to identify potential conflicts of interest to the public and vendors. See Board Policy BBFA (EXHIBIT).
- C. For specific policies related to Board Member Ethics and Conflicts of Interest, see Board Policies [BBFA \(LEGAL and LOCAL\)](#).

III. Board Member Visits to District Facilities

- A. Prior to any visitation to a District facility in their official capacity, Board Members will complete a full background check through LISD's Volunteer Application Process as detailed in policy [GKG \(LEGAL\)](#).
- B. Board Members may be invited to attend public events, receptions, groundbreakings, dedications, ribbon cuttings, and other campus events. In such cases, notifying the Superintendent is not necessary; however, Board Members must be cognizant of whether a quorum attends the event and Open Meeting Act requirements and must notify the Superintendent's Office of any events they have been invited to as Trustees.
- C. Board Members who wish to visit District facilities to view a program or activity in their official capacity shall notify the Superintendent. and the Superintendent's Office will coordinate the visit with the principal or appropriate personnel. At no time will Board Members visit District offices, campuses or other school programs in an attempt to evaluate personnel.
- D. These guidelines do not pertain to visits as a parent or as a spectator to school events. Board Members with children enrolled in the school District are entitled to the same rights, privileges, and courtesies as all other parents or guardians. However, when engaging in conferences or interactions with school personnel as a parent, a Board Member shall not let his/her official position interfere or dictate decisions that should be fair and impartial.
- E. Board Members who wish to visit a campus in any capacity other than their official capacity shall do so in accordance with Board Policy [GKC \(LOCAL\)](#).

IV. Individual Board Member Requests for Information or Reports

- A. An individual Board Member, acting in his or her official capacity, has the right to seek information pertaining to District fiscal affairs, business transactions, governance, school operations, and personnel matters, including information that properly may be withheld from members of the general public in accordance with the Public Information Chapter of the Government Code. Written responses to information requests from the Board will be distributed to all Board Members in a timely manner.

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- B. Individual Members shall not have access to confidential student records unless the Member is acting in his or her official capacity and has a legitimate educational interest in the records. In such cases, individual Members shall seek access to the records from the Superintendent. At the time access to the records is provided, the Board Member shall be advised of his or her responsibility to comply with confidentiality requirements.
- C. Individual Board Members shall not issue formal written or oral requests for information directly to campus principals or other administrators not designated as Board contacts. Board Members may e-mail or call the Superintendent to ask questions or request information.
- D. For more information about Board Members' access to information, see Board Policy [BBE\(LEGAL\)](#).

V. Citizen or Employee Request/Complaint to Individual Board Member

- A. If parents, students, or other members of the public bring concerns or complaints to an individual Trustee, the Board Member should listen to the complaint to better understand the critical issues, unless it relates to a formal complaint or grievance already filed under Board Policies DGBA, FNG, or GF and upon which the Board may be requested to take action. The Board Member should take the following steps:
 - 1. Refer the parent, student, employee, citizen to the administrator who is in the best position to assist in addressing the concern or complaint.
 - 2. Make the citizen aware of the District's policies and procedures in place to address citizen concerns or complaints and remind them that Board Members must remain impartial in case the matter requires Board action in the future.
 - 3. Notify the Superintendent's office if the situation warrants.
- B. For more information about access to the LISD's grievance procedures, see Board Policies [DGBA \(Employee\)](#), [FNG \(Parent/Student\)](#), and [GF \(Public\)](#).

VI. Media Inquiries to the Board

- A. The Board President generally serves as the official spokesperson for the Board. However, under special circumstances, the Board President may select to appoint a different spokesperson for the Board.
- B. A Board Member who receives calls from the media should notify the Superintendent and the Chief Communications Officer.
- C. Individual Board Members who are asked for individual comments or opinions by the media are to qualify those statements as being the opinion of the individual Board Member and not representative of the Board as a whole or the school District. Board Members must be mindful that comments to the media or on social media in their individual capacity may be perceived as statements on behalf of the District. See [BBF\(LOCAL\)](#).

VII. Communications

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- A. Board/Superintendent Communication: In order to build and maintain productive and effective relationships between the Board and the Superintendent, both the Board and the Superintendent will maintain a system of communication and interaction that builds upon mutual respect and trust.
- B. With respect to providing information and counsel to the Board, the Superintendent shall not fail to give the Board as much information as necessary to allow Board Members to be adequately informed.
- C. The Superintendent will communicate information in a timely fashion to all Board Members through:
 - 1. Board meetings and executive sessions;
 - 2. Board correspondence;
 - 3. Telephone calls;
 - 4. One-on-one meetings.
- D. Board Members will keep the Superintendent informed via telephone calls, voice mails, e-mails, personal visits, dialogue meetings, and requests for executive session or open meeting discussions.
- E. Correspondence related to formal complaints or grievances, as described in [Board Policies DGBA](#), [FNG](#), and [GF \(LEGAL and LOCAL\)](#) will not be forwarded to Board Members in order that they may maintain their objectivity pertaining to matters that may require Board action in the future. The sender will be notified with an explanation of the decision not to forward the communication.
- F. Board Response to Contacts/Correspondence
 - 1. Individual Board Members may communicate with members of the community as they deem appropriate. However, Board Members should not try to solve complaints or grievances individually or outside established procedures for complaints or grievances. While Board Members strive to be responsive to stakeholders, it is not possible for them to respond to every inquiry due to the volume of correspondence. When responding to members of the community via email or letter, Board Members are encouraged to cc the Board President or Vice President.
 - 2. Letters and faxes addressed to individual Board Members and received in the Superintendent's office are delivered to that Board Member at the next Board meeting. If an item is urgent or time-sensitive, the Board Member is contacted by email or telephone before the meeting.
 - 3. Citizens may contact the Board of Trustees by email at: governance.team@leanderisd.org. The Superintendent's office will acknowledge receipt of the email and inform the sender that the message has been forwarded to individual Board Members and to the appropriate administrator(s). The administration will ensure that an appropriate response within a reasonable time is provided on behalf of the Board of Trustees.
 - 4. If a Board Member responds to an inquiry in writing, he or she will copy the Superintendent's office who will determine whether information needs to be added to the Superintendent's weekly memo to the Board.
 - 5. The Board of Trustees encourages input, and the confidentiality of reports will be maintained when

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possible and requested. Anonymous calls or letters will not receive a response and will not result in directives to the administration.

G. Administration Response to Contacts/Correspondence

1. All correspondence addressed to the Superintendent or administration will be routed to the appropriate staff members.
2. The appropriate staff members will investigate the issues raised in the correspondence and will respond in a reasonable and appropriate manner. It is the goal of the administration to respond to correspondence within ten working days.
3. The LISD administration encourages input. Anonymous calls or letters, however, will not receive a reply from the administration. If requested, the confidentiality of the person writing the correspondence will be maintained when possible.

H. Social Media

1. The Board recognizes that social media can be a positive tool for fostering community engagement with the school District; however, Board Members must operate within appropriate guidelines when they are communicating online about school District business.
2. In using social media to communicate about school District business, the Board Member shall:
 - a. Clarify that he/she is communicating as an individual Member of the Board and not as an official District spokesperson;
 - b. Avoid deliberating school District business with a quorum of the Board;
 - c. Direct complaints or concerns presented online to the appropriate administrator;
 - d. Avoid posting content that indicates that the Board Member has already formed an opinion on pending matters or matters that may come before the Board;
 - e. Not solicit input from the community by polling or surveying friends or connections and not allow social media to direct decisions as a Trustee;
 - f. Post only content that the District has already released to the public;
 - g. When attempting to restate what happened at a Board meeting, clarify that the posting is not an official record of the Board meeting and share information only from the open portions of the meeting;
 - h. Conduct oneself online in a manner that reflects well on the District; avoid posting information that has not been verified and made public by the District; and never post anonymously about school business or repeat rumors;
 - i. Immediately report suspected illegal activities and harassing or defamatory communications that involve school officials, staff, students, or District business to the Superintendent;
 - j. Realize that by using a personal account to conduct official school District business the

Leander Independent School District Board of Trustees Operating Procedures

account may become a public forum under the First Amendment;

- k. Retain electronic records—including the Board Member’s posts and content others post to the account—when required to do so by the District’s records retention schedule;
- l. Comply with the District’s acceptable use policy when using District-issued devices or technology resources and immediately report to the District any potential security breach if control or possession of confidential District records are lost; and
- m. Understand that a Board Member’s failure to comply with these communication requirements will be addressed in the manner described below in Addressing Board Member Violations.

VIII. Addressing Board Member Violations

- A. The Board and each of its Members are committed to faithful compliance with the provisions of the Board’s policies and these procedures. In the event of a Member’s willful violation of policy, the Board will seek remedy by the following sequential process:
 - 1. Private conversation between the offending Member and the Board President or other Trustee;
and
 - 2. Discussion in executive session between the offending Member and the full Board.
- B. Either before or after a censure the Board can implement the following corrective action steps; including but not limited to:
 - 1. Additional discussion with Board President/Officer and/or Board attorney and/or discussion with Trustee/s
 - 2. Board level discussion in closed and/or open meeting
 - 3. Training requirement on areas of violation* (simple majority of Board vote)
 - 4. Removal from Board Committees (simple majority of Board vote)
 - 5. Removal from District Committees (simple majority of Board vote)
 - 6. Removing financial support to attend TASB/TASA conference, SLI, Governance, until training in the area of violation has been fulfilled (simple majority of Board vote)

*If required training as a result of violations are not completed within a specified time period, then non-compliance will be posted on the Board Members page until compliance is achieved (simple majority of Board vote)
- C. Public Censure of the offending member can be made upon an affirmative vote of a simple majority.
- D. Corrective action will remain in place until the Board Member demonstrates consistent compliance with the Board Operating Procedures, as determined by the Board. A Board Member who has been censured cannot

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appoint members to committees until the Board determines that the Board Member is acting consistently with the Board Operating Procedures.

E. For specific policies related to Board Member Removal from Office see [BBC\(LEGAL\)](#).

XXI. Reviewing the Board Operating Procedures

Board of Trustees Governance Policies and Operating Procedures will be reviewed and updated each year and will be part of Board training.



Leander Independent School District Board of Trustees Operating Procedures

ACKNOWLEDGMENT

I hereby acknowledge that it is my responsibility to review the Leander Independent School District Board Operating Procedures, and my signature indicates that I agree to do so and abide by the standards, policies, and procedures contained therein.

Trustee, Place 1 _____ Date: _____
Trish Bode

Trustee, Place 2 _____ Date: _____
Gloria Gonzales-Dholakia, Ph.D.

Trustee, Place 3 _____ Date: _____
~~Christine Mauer~~ Nekosi Nelson

Trustee, Place 4 _____ Date: _____
Anna Smith

Trustee, Place 5 _____ Date: _____
Sade Fashokun

Trustee, Place 6 _____ Date: _____
Francesca Romans

Trustee, Place 7 _____ Date: _____
Paul Gauthier



Board of Trustees Operating Procedures 2025

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The Board Operating Procedures serve as standard operating procedures that supplement the local policies of the School District and provide guidance to the Board of Trustees, as a body corporate, as they: ensure creation of a shared vision that promotes enhanced student achievement; provide guidance and direction for accomplishing the vision; measure and communicate how well the vision is being accomplished; promote the vision; work with the Superintendent to lead the District toward the vision as specified and further detailed in [Board Policy BBD \(EXHIBIT\)](#) and in Texas Education Code, Chapter 11, Subchapter D. This document has been adopted by the Board at a regularly scheduled meeting and may be modified by a majority vote of the Board. The manual is divided into six (6) sections: Effective Governance, New Board Member Orientation & Board Officers, Board Meetings, Committees, Evaluations & Trainings, and Board Relationships. While these Board Operating Procedures may be amended at any time the Board deems it necessary to do so, they should be reviewed annually by the whole Board during the December Team of 8 Board Retreat. Subsequently, any changes or discussions from the December Retreat should then be compiled and reviewed by a subcommittee along with any other changes suggested throughout the year and brought to the whole Board at a regularly scheduled meeting. The Board Operating Subcommittee may continue to meet throughout the year and bring any suggestions or changes to the whole Board for possible adoption at any time based on agenda capacity.

Effective Governance

The purpose of the LISD Board of Trustees is to unleash the potential of each and every learner in our system by listening to and engaging with the community in order to advocate for every student's needs while continuously improving, enhancing, and optimizing the system for student success.

The Board will rely on its [adopted core beliefs, vision, and mission as they deliberate with the adopted Strategic Plan in mind](#).

The Board will hold itself accountable for governing with excellence. This self-discipline of excellence applies to attendance, beginning meetings on time, preparation for meetings, adherence to policy-making principles, respect of roles, active participation in the monitoring process, and ensuring effective governance capability into the future.

The Board will use a system of communications and interaction that builds upon mutual respect and trust between Board Members and between Board Members and the Superintendent.

Accordingly, the Team of 8 will:

1. Listen to each other and demonstrate respect for the opinions and comments of each other.
2. Maintain honesty and transparency in all interactions.
3. Have an expectation of preparedness for all meetings.

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4. Respond in a timely manner to requests and inquiries from each other and from administration employees
5. Remember, all are equal Members and have a purpose on the team.
6. Make space for each other.
7. Stay curious and engaged.
8. Acknowledge the issue, but focus on the mission.
 - a. Criticize privately, praise publicly
 - b. Maintain appropriate confidentiality
 - c. Maintain focus on common goals
 - d. Promote the positive image of the District
9. Attempts to resolve conflict will include:
 - a. Seek to find common ground
 - b. Keep away from personalities
 - c. Stay focused on core beliefs
 - d. Think - How does this impact our District?

The Board is committed to utilizing the tools of Continuous Improvement such as Plan-Do-Study-Act (PDSA) and quality tools, including but not limited to consensograms and Plus/Delta, in order to be as efficient and effective as possible. Continuous Improvement and the Board's Theory of Action is the framework by which Trustees do their work. The Board continues to use Continuous Improvement in setting and reviewing progress at the District.

New Board Member Orientation & Election of Board Officers

***For specific policies related to Board Member Elections, see [Board Policy BBB](#).**

I. New Board Member Orientation

- A. The Board will offer orientation and training to new Board Members in the Board's governance process.
 1. New Board Members will have a meeting with District staff for their name badge and other generic, logistical information before their first Board meeting.
 2. As a supplement to the information provided in relation to his/her candidacy, a District orientation for a new Board Member will be scheduled, if possible, by or around the first Board meeting a new Board Member takes the Oath of Office.
 3. At a minimum, the Superintendent and Board President will participate in the orientation. Additional administrative staff also may be included to provide specific information about the District.
 4. The orientation should include, but will not be limited to the following:

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- a. Board Operating Procedures and Board Policies
- b. Superintendent's overview of District administrative organization
- c. Training to access District electronic communications
- d. District budget overview
- e. Strategic Plan, Goals, and Guiding Documents
- f. Board annual calendar and briefing of upcoming events
- g. Superintendent's current contract and instrument for Superintendent Evaluation
- h. List of Board and administrative committees having Trustee representation.

II. Election of Board Officers

- A. The new Board will meet at the next regularly scheduled meeting after the results are canvassed to review the selection of the following Board Officers: President, Vice-President, and Secretary. See [Board Policy BDAA \(LEGAL\)](#). The LISD Board typically reorganizes in June.
 1. Any Board Member wanting to become an officer must complete a board officer training through TASB and must not be deficient in board training requirements.
 2. Board Officers shall serve for a term of one year or until the next called Officer election. Officers may succeed themselves in office.
 3. At any meeting at which the Board will take action on Board Officers, the agenda shall include a provision for a closed session deliberation to discuss reconstituting the Officers of the Board. During the closed meeting, the Board will deliberate the duties and qualifications of Public Officers. The current Board President will ask for nominations. During this time the Board shall also consider Board Committee assignments and selection of Chairs for Internal Standing Board Committees.
 4. When reconvened in open meeting, in compliance with the Texas Open Meetings Act, the current Board President will preside over the election of the Board Officers. The current Board President will entertain nominations. Board Members will not self-nominate from the dais. A nomination requires a second. If additional nominations are made, then each office will be voted on separately by the Board according to Robert's Rules of Order. The Board will vote for each office in turn, beginning with the Board President. If there is more than one nominee for a position, candidates will be voted on in the order of their nomination.
 5. Newly elected Officers will assume responsibility for their office immediately upon election to the Board Office.
 6. In the event of a vacancy in an Officer's position, the Board may by a majority action of the Board at any duly called meeting fill the vacancy.
 7. The immediate past President and the newly elected President shall meet with the Superintendent after the election of Officers to review all matters pending, to ensure the newly elected President has all the information required of the office.

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III. Roles and Official Duties of the Board Officers

A. The President of the Board ensures the integrity of the Board's processes and serves as the Board's official spokesperson. Accordingly, the President has the following authority and duties:

1. Monitor Board behavior to ensure that it is consistent with its own rules and policies and those legally imposed upon it from outside the organization.
 - a. Conduct and monitor Board meeting deliberations to ensure that only Board issues are discussed.
 - b. Ensure that the Board meeting deliberations are fair, open, and thorough, but also efficient, timely, orderly, and to the point.
 - c. Chair Board meetings with all the commonly accepted power of that position as described in Robert's Rules of Order, and with voting rights.
 - d. Conduct periodic self-assessments to ensure process improvement.
 - e. Facilitate communication between Board Members.
 - f. Facilitate agenda planning (including consent agenda items), development, and ordering of agenda items during meetings.
 - g. Act as the Board's spokesperson to the media.
2. Compile and facilitate the summative evaluation of the Superintendent.
3. Represent the Board to outside parties in announcing Board-stated positions and in stating decisions and interpretations with the areas assigned to the President, delegating this authority to other Board Members when appropriate, but remaining accountable for its use.
4. Sign contracts, resolutions, and legal documents authorized by the Board.

B. Board Vice President:

1. Act in the capacity and perform the duties of the President of the Board in the event of the absence, disability, or resignation of the President.
2. Have the opportunity to participate in agenda planning and development, including consideration of items for the consent agenda. If the Board Vice President is unavailable to participate in an agenda planning meeting, another Trustee will have the opportunity to participate in the agenda planning meeting with the Board President and Superintendent.
3. Become President only upon being elected to the position by the Board.

C. Board Secretary:

1. Ensure that accurate records of Board meetings are kept.
2. Act in the capacity and perform the duties of the President of the Board in the event of the absence, disability, or resignation of the President and Vice President.

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3. Sign contracts, resolutions, and legal documents authorized by the Board.
 4. The Secretary shall work with administration to prepare discussions with Trustees and compile Trustee response, if they are available, throughout the year to complete the Superintendent's evaluation.
- D. For specific policies related to Duties and Requirements of Board Officers, see [Board Policy BDAA](#).
- E. If the Board cannot reach a consensus on the results of the Superintendents' evaluation, the Board Officers will finalize the evaluation.

Board Meetings

I. Developing Board Meeting Agendas

- A. To accomplish its stated objectives, the Board follows, its adopted purpose and goals, and develops and follows an Annual Agenda Planning Calendar that includes a schedule for significant aspects of the Board's upcoming work, including monitoring of District performance, matters related to the District budget, bond and facility work, contracts, policies, personnel, evaluation of the Superintendent, and other items pertaining to major business of the Board. This Calendar may be adjusted for administrative purposes.
- B. Not later than June 30 of each year, the Board President, in cooperation and consultation with the Superintendent, will develop a draft of the Board's Annual Planning Calendar of Board Meetings. The Annual Planning Calendar will serve as a template for agenda and activity planning purposes. The Board's Annual Planning Calendar provides a general planning guideline and can, at a minimum, include the following items:
1. Items in the strategic plan, Board goals, District goals, and superintendent goals;
 2. Items legally required annually but not at specific times;
 3. Items required by Board Policy;
 4. Desired Board Reports;
 5. Student Performance Reports;
 6. Program Evaluation;
 7. Instructional Programs and District Initiatives to review in the upcoming year;
 8. Activities not related to Board meetings, to include District activities/events, major campus events, meetings of District-related organizations/committees, Board training opportunities/ workshops/ conventions, business meetings of local governmental entities, and advisory group meetings.

II. Placing Items on the Agenda

1. The Board President and Superintendent shall prepare the agenda for each Board meeting in accordance with the Annual Agenda Planning Calendar. Agenda items may be added by the Superintendent through appropriate consultation with the Board President.

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2. Any Board Member may propose a subject for consideration by the Board. Ideally, such requests should be made before the Board at a Board meeting or proposed in writing to the Board President no later than **7 calendar days** before the meeting is posted. If two Board Members (the Board President may be one of the two Members) agree to have an item placed on the agenda, the Board President shall place the item on the agenda of the next regular Board meeting or a subsequent meeting. Notwithstanding, the Board President may refuse to place an item on the agenda if it is not time to discuss the subject per the Board's Annual Planning Calendar and the item has already been discussed on two or more agendas within the preceding quarter. In accordance with the Texas Open Meetings Act, no Member can place an item on the agenda less than 72 hours in advance of a meeting, except in an emergency as per Texas law.
3. Board agendas and corresponding documents when possible will be uploaded to Board Book **6 calendar days** prior to the regular Board meeting.
4. The Superintendent's office is responsible for the posting of the agenda, no later than **72 hours** before the meeting in accordance with Chapter 551 (Open Meetings Act) of the Texas Government Code.
5. The order in which posted agenda items are taken may be changed by the presiding officer at any meeting.
6. Should a Member wish to remove an item from the consent agenda, that item will be discussed as a separate action item. See [Board Policy BE \(LOCAL\)](#).
7. Board Members are encouraged to advise the Board President, Superintendent, or Board contacts of questions or concerns on agenda items before the Board meeting. As such, Board members will attempt to have all questions regarding regular agenda items submitted to the Superintendent or appropriate staff member 48 hours before the called Board meeting.
8. For more information about agenda preparation, see [Board Policy BE \(LOCAL\)](#).

III. Conducting Board Meetings

- A. The Leander ISD Board of Trustees typically will meet on the second and fourth Thursdays of each month with meetings normally beginning at 6:15 p.m., but times may vary. The Board President may call a special or emergency meeting at the request of two or more Board Members and/or by the Superintendent as provided in Chapter 551 (Open Meetings Act) of the Texas Government Code.
- B. Four Members present constitute a quorum for a meeting.
- C. The Board solemnizes its proceedings by beginning regular monthly Board meetings with a recitation of the pledge of allegiance to the United States, the pledge of allegiance to the state flag, and a moment of silence.
- D. Board Members shall refrain from electioneering and political advertising from the dais. See [BBBD \(LEGAL\)](#).
- E. Board Members shall refrain from conversing at the dais with community members where confidential or personal documents may be observed.
- F. The Board shall observe the parliamentary procedures as outlined in *Robert's Rules of Order Newly Revised*, except as otherwise provided in Board procedural rules or by law.

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1. All discussions shall be directed solely to the business currently under deliberation.
 2. The presiding officer has the responsibility to keep the discussion to the motion at hand and shall halt discussion that is not germane to the business before the Board.
 3. The presiding officer shall recognize a Board Member wishing to comment. Board Members shall be respectful of time to allow other Trustees an opportunity to ask questions or make comments.
 4. Questions and comments must be germane to the current agenda item.
 5. Board Members shall respect the right of individual Members to express their viewpoints and vote their convictions and honor the decisions of the majority.
- G. For the most updated information on meetings, visit the [LISD Board of Trustees website](#) and click on the Board Meetings & Live Stream drop-down box.
- H. For specific policies related to Board meetings, see [Board Policy BE](#).

IV. Citizen Comments/Public Participation during Board Meetings

1. Although not the only way citizens can reach out to the Board, the Board encourages citizens to make their comments, concerns and ideas known to the Board during the Citizen Comments segment of the meeting. Persons may address the Board on agenda or non-agenda items at regular Board meetings. ***At specially called meetings, the public may comment only on items on the agenda.***
2. Citizen Comments will normally be held after the call to order, Pledge of Allegiance, and recognitions. A person wishing to address the Board shall sign up prior to the beginning of the meeting. For meetings that start at the usual time of 6:15 p.m., the sign-up form for Citizen Comments will be available online from 12:00 p.m. the day before through 12:00 p.m. the day of the meeting. The deadline for signing up to speak will be 12:00 p.m. preceding the Board meeting. For meetings with a different start time, the sign-up window will be specified at the top of the meeting agenda. Each citizen should sign up for themselves. Citizens who need special accommodations or assistance with sign-up should contact the office of the Superintendent (512-570-0000) during regular business hours. The LISD Board seeks to conduct its meetings in a polite, professional manner, and would appreciate Citizen Comments being shared in a similar fashion. The LISD Board's standard expectation will be that the Board Book will be complete prior to the deadline for Citizen Comment sign-up to ensure that citizens have an awareness of the items the Board will be considering.
3. Each speaker will be given up to 1.5 minutes. The presiding officer may modify this time at his/her discretion based on the number of citizens who signed up to speak unless additional time is needed for translation in accordance with [Board Policy BED \(LEGAL\)](#). Speakers may not "donate" their time to other speakers. Citizens will miss their speaking time if they are not present when their number is called.
4. After the sign-up deadline, speakers will be notified via email of their speaking order and the amount of time they will have to address the Board. Current LISD students will be placed at the top of the speaking order during Citizen Comments.
5. The request to address the Board form shall ask for the speakers:

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- a. Name,
 - b. Address,
 - c. Phone,
 - d. If they are a Parent/Guardian, Student, Teacher/Staff, Resident of LISD, Community Member that works or shops in the District, or Other,
 - e. Name of your topic: General Information, Complaint (not specific to student or staff member), Complaint (specific to the student or staff member)- if you select this option a staff member will follow up and provide you details on the grievance process,
 - f. What item on the agenda will you be addressing,
 - g. Briefly state the issue you wish to discuss,
 - h. What would you suggest the remedy or appropriate response to your issue?
6. The Board does not allow the use of video, slide, or other electronic presentations. Speakers must address the Board from a speaker podium/table. No speaker may approach the dais without the permission of the presiding officer.
 7. If citizens bring a written statement or support materials, they should provide enough copies for the seven Board Members and the Superintendent.
 8. Specific complaints about individual District personnel shall be processed through the District's grievance policies [DGBA \(Employee\)](#), [FNG \(Parent/Student\)](#), and [GF \(Public\) \(LOCAL\)](#). See [Leander ISD Complaint Form \(FNG Exhibit\)](#) for sample parent/student grievance form.
 9. The Board requests that citizens not refer to individual students or employees by name during Citizen Comments.
 10. The Board will not engage in dialogue with the speaker during the Board meeting. However, the Board or Superintendent may provide specific factual information or recite existing policy to clarify some inquiries or issues.
 11. The Board shall not deliberate or make decisions regarding any subject that is not on the posted agenda. The presiding officer shall recognize Board Members prior to any Member asking clarifying questions or making statements to the Board. Board Members may direct the Superintendent to investigate item(s) and report back to the Board as appropriate.
 12. The Board President shall maintain decorum, so that the Board may conduct the business of the District. Outbursts and demonstrations that disrupt a Board Meeting are prohibited. The Board shall not tolerate disruption of the Board Meeting by members of the public. If, after one warning from the presiding officer, any person continues to disrupt the meeting by words or actions, the person shall be removed from the meeting. All individuals attending meetings are expected to comply with applicable guidelines from the District regarding emergency procedures and/or in accordance with executive orders issued by duly authorized local, state, and/or federal authorities. A single outburst or incident may be so disruptive that an individual may be removed without an initial warning.
 13. Signs or placards brought to a Board meeting shall not block the vision of those attending the meeting.

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14. For specific legal policies related to public participation at Board meetings, see [Board Policy BED](#).

V. Closed Meetings

- A. The Board must convene in open session with proper posting prior to the presiding officer announcing a recess into closed meeting. The reason/exception for a closed session must be read aloud indicating the items to be discussed in closed session under Chapter 551 (Open Meetings) of the Texas Government Code. During a closed meeting, the Board can deliberate properly posted items but may not take any actions related to those items. All Board actions, including voting, must occur in open session.
- B. Discussions and information shared during closed session shall remain confidential. Board Members must always be mindful of their fiduciary duty to the District and protect information provided to them in trust during closed meeting. Trustees who reveal matters discussed in closed meeting are subject to censure in accordance with these procedures. If a Board Member has questions about the confidentiality of information shared in closed meeting, they are encouraged to confer with the Board's Counsel.
- C. The Board Secretary shall prepare a certified agenda of the proceedings of each closed session and file it with the Executive Assistant to the Board or designee. Only Members of the Board (whether present at the closed session or not) can review the minutes of a closed session without a court order. A Board Member wishing to review the certified agenda of a closed session should contact the Superintendent's office. A copy may not be made. Certified agendas are to be sealed, kept confidential, and stored in a locked place in accordance with retention schedules and Board policy.
- D. For more information on closed meetings, see [Board Policy BEC](#).

VI. Voting

- A. No item shall be acted upon by the Board unless the item is posted in the public notice for the meeting.
- B. When an item for action on the agenda is reached, the following procedure will apply:
 - 1. The presiding officer shall announce the item for action.
 - 2. The Superintendent or appropriate staff member may make a comment, statement, recommendation, or presentation regarding the item.
 - 3. The Board may discuss the item and raise questions.
 - 4. Action is taken by means of a motion and a second, followed by a hand vote of Board Members present. The Board also has the option of not taking action on an item.
 - 5. The Board President may vote on all action items.
 - 6. In case of a tie vote, a motion fails.
 - 7. Dissenting and abstaining votes shall be recorded in the minutes of the Board Meeting.
- C. For more information about voting, see Board Policies [BDAA\(LOCAL\)](#) and [BE\(LOCAL\)](#).

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Committees

I. Board Committees

- A. In accordance with [Board Policy BDB \(LEGAL\)](#), the Board has created standing committees to facilitate the efficient operation of the Board.
- B. The Board has created committees to facilitate the efficient operation of the Board. Those committees are reviewed annually and consist of up to three members and work with a Staff/Board Attorney liaison in an advisory capacity. These committees serve purely in an advisory function, with no power to supervise or control District business. Each standing committee shall consist of up to three Trustees, one serving as Chair and two serving as Members.
- C. The Board may create additional committees as necessary.
- D. The Chair of the committee, in consultation with the staff liaison, shall determine the number and frequency of meetings each year and keep meeting minutes as well as attendance.
- E. The Chair of the committee shall provide regular reports to the Board regarding the work of the committee. Reports shall be provided to the Executive Administrative Assistant to the Superintendent for inclusion in a board memo.
- F. When possible, committee member terms will be staggered to minimize the impact of member turnover. The committee members will typically be agreed to annually by the Board, along with the designation of a chair of that committee. The chair will work with the staff liaison to determine when meetings are needed. Trustees will work with one another to ensure a smooth transition across committee assignments by transferring all written materials to their successors, meeting with them to discuss pending committee matters, and assisting in other ways as needed.
- G. The Board annually reviews committee members for all internal Board committees.
 - I. The current standing committees are:
 - 1. Legislative - A member from this committee shall be selected as the District's TASB Legislative Delegate
The purpose of the Board Legislative Committee is to cultivate relationships with elected officials to open lines of communication and increase opportunities to advocate for the interests of Leander ISD; to unify the messages individual trustees convey to legislators; and to monitor and review legislative actions to inform advocacy efforts. The Committee will also bring together the Legislative Priorities for Board action.
 - 2. Board Operating Procedures
The purpose of the Board Operating Procedures Committee is to establish an annual, or as needed review, of the Board Operating Procedures. The Committee shall make recommendations for Board action on the Board Operating Procedures.

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3. Policy

The purpose of the Board Policy Committee is to establish policy review and adoption priorities; make recommendations for Board action on policies including the creation and amendment of policies; and review policy concerns raised by stakeholders to ensure compliance and fairness.

4. Audit

The purpose of the Board Audit Committee is to serve in an advisory role to review internal and external audit processes and reports.

II. District Citizen Advisory Committees

- A. Board Member appointments to certain District administrative committees, created by Board policy or established through administration, may be conducted annually or as specified by administration. Beginning with appointments for each school year, the Board shall instruct the District to include on the committee webpage each Board appointee's name and the name of the Board Member who nominated them, as well as details regarding the time frame during which appointments shall be made. Community members must be residents of Leander ISD, unless otherwise prohibited by statute. The Board reserves the right to replace committee members who miss more than two consecutive meetings.
- B. The Board shall consider each committee requirement composition when submitting appointees including but not limited to parents with students in the District, the feeder pattern, as well as a commitment of attendance. The Board will only approve committee member appointments/nominations if required by policy or statute. If Board approval of the entire committee is required by policy or statute, appointments shall be reviewed and voted on by the Board at the same time of approval as the entire committee membership.
- C. The function of the committees, unless otherwise stated in statute, shall be fact-finding, deliberative, and advisory. The District shall consider the Board appointments when determining the remaining composition of the committee so that selection of the remaining members provide for an adequate representation of the community's diversity and geography.
- D. These committees are directed and run by district administration, and the Board does not have a participating role on these committees, unless otherwise required by statute or a memorandum of understanding (MOU). While Board members may attend (in numbers less than a quorum) and observe advisory meetings, they may not participate or become a member of the committee. When a statute or MOU requires Board member participation, the number of Board members on a committee shall not exceed the minimum required by statute.

Evaluations and Training

I. Evaluation of the Superintendent

- A. The Superintendent formative evaluation will be conducted on a periodic basis and the summative evaluation on an annual basis. New Board members will receive training on how to evaluate the superintendent.

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- B. The evaluation will be conducted in closed meeting.
- C. The Board shall evaluate and assess the Superintendent's performance in writing at least once each year. The Board's evaluation and assessment of the Superintendent shall be reasonably related to the duties of the Superintendent as outlined in the Superintendent's job description and shall be based on the District's progress towards accomplishing the District Goals. If the Board cannot reach consensus on the results of the Superintendent's performance review, the Board Officers will finalize the performance review. The evaluation format and procedure shall be in accordance with the evaluation instrument selected by the Board in accordance with the Board's policies, and state and federal law. In the event the Board deems that the evaluation instrument, format, and/or procedure is to be modified by the Board and such modifications would require new or different performance expectations, such modifications must be adopted with input from the Superintendent and the Superintendent shall be provided a reasonable period of time to demonstrate such expected performance before being evaluated.
- D. For more information on Superintendent evaluations, see [Board Policy BJCD \(LOCAL\)](#).

II. Evaluation of the Board

- A. The Board shall perform a self-review or evaluation at a properly called Board meeting using the adopted State Board of Education Framework for School Board Development.
- B. That review shall take place annually.
- C. Additional reviews shall include performing an evaluation on reaching Board goals and aligning to Board Purpose Statement as well as guiding documents.
- D. During the December Team of 8 Retreat, the Board Operating Procedures, effective governance, and Board Member Code of Ethics shall be reviewed. For information about Board Member ethics, see [Board Policy BBF \(LOCAL\)](#).
- E. Additional evaluations can be included as needed by the Board President.
- F. For more information about Board self-evaluations, see [Board Policy BG \(LEGAL\)](#).

III. Board Training Development

- A. Board Members must meet minimum annual requirements for training. Based on our November Trustee election cycle, Leander ISD is required to announce at the last Board meeting in October, each Board Member who has completed, exceeded, or is deficient in meeting the required continuing education hours. However, the requirements for training are measured as of the first anniversary of the date of the Trustee's election or appointment, or two-year anniversary of his or her previous training, as applicable.
- B. At the last regular October Board meeting, the Board President must announce the name of each Board Member who has completed/exceeded/or is deficient in the required continuing education as required by 19 Tex. Admin Code 61.1 (j).
- C. Each spring, the Board will identify and prioritize the focus of Board Trainings for the year based on the results of the annual Board evaluation, the School Board of Education (SBOE) Board Training Framework,

Leander Independent School District Board of Trustees Operating Procedures

and alignment with the District's strategic plan.

It is the desire of the Board that all Board Members will attend the prioritized trainings/conferences identified by the Board in order to maximize the benefits to the District.

The Board will generally give priority to conferences and training opportunities held in Texas; however, the Board may also approve training opportunities at national conferences occurring outside the state based on identified Board priorities.

The Board may also set a maximum annual amount for the Board, as a whole, or for individual Board Members to attend Board Training.

- D. Additional training or educational seminars may be requested by individual Board Members and approved by a majority of the Board through Board action.
- E. Exceptions to the above that will require reimbursement must be approved by a majority of the Board Members.
- F. For specific legal policies related to Board Member training, see [Board Policy BBD \(LEGAL\)](#).

IV. Travel Reimbursement

- A. Reimbursement to Board Members for reasonable travel expenses* attendance at regional, state, or national conventions, conferences, and workshops shall be made by the District when attendance is authorized and deemed by the Board to be necessary to conducting the business of schools. Board Members have two weeks to turn in travel expenses to the Superintendent's Office for reimbursement.
- B. Recognizing that Board Members serve the Leander Independent School District without compensation for their service as Trustees while also maintaining separate employment, Board Members are permitted to engage in limited work on private or personal matters while travelling on school business, so long as the work or personal/private matter does not interfere with the Board Member's ability to attend to the business of LISD.
- C. The District may not pay the travel expenses of spouses and other persons who have no responsibilities or duties to perform for the Board when they accompany a Board Member to Board related activities.
- D. For specific policies related to Board Member Travel Reimbursement, see [Board Policy BBG](#).

*Reasonable expenses are defined to mean:

1. Hotel: Not to exceed the standard negotiated rate available through the conference sponsor. If no standard negotiated rate has been established, the reimbursement rate shall not exceed the rate for key officials as stated by the Texas Comptroller for the current fiscal year.
2. Meals: Without receipts for overnight travel, Board Members may claim per diem in the same manner and at the same rates as specified for employees in the Leander ISD Business Operating Guidelines. With receipts, meals for overnight and non-overnight travel may be reimbursed up to the rate for key officials as stated by the Texas Comptroller for the current fiscal year.

Leander Independent School District Board of Trustees Operating Procedures

3. Parking: Hotel self-parking is highly recommended in the hotel in which the Board Member is a guest, unless no self-parking is available or if it is not safe.
4. Mileage: Not to exceed the allowable IRS rates (or the District approved rate if lower) for use of a personal car or the actual cost of the lowest fare for commercial transportation plus parking.

No reimbursement will be made for:

1. Non-District facsimiles or phone calls
2. Entertainment or in-room movies
3. Alcohol
4. Souvenirs
5. Spouse/family expenses

Cancellation of conference registration, hotel, travel accommodations, etc. must be completed within the allowable “cancellation” timeline established by the vendor or sponsoring entity. Every attempt must be made by the Board Member to notify the Board’s or Superintendent’s Executive Assistant of such cancellation plans as soon as plans need to be changed. For cancellations not completed within the designated timeline, the loss of reimbursement eligibility and/or monetary commitment of the District shall be borne by the individual Board Member responsible for the cancellation, unless the cancellation is the result of personal illness or a family emergency or natural disaster.

Accounting records shall accurately reflect that no state or federal funds were used to reimburse travel expenses beyond those authorized for state employees.

A statement shall be submitted for all authorized expenses incurred, including receipts to the extent feasible, documenting actual expenses and in accordance with procedures applicable to employee expense reimbursement.

Board Relationships

- I. **The Leander ISD Board of Trustees** are committed to ensuring that all trustees act in a fair and ethical manner, upholding our guiding documents and direction of the Strategic Plan and that no trustee uses their position for personal gain or to exert undue influence over others.
 1. Trustees shall not use their position or access to confidential information to benefit themselves, their family members, or any other person or organization with which they have a financial or personal interest.
 2. Trustees shall not use their position to coerce or intimidate school staff, students, or members of the community.
 3. Trustees shall not use their position to interfere with the day to day operations of the school District. Trustees who violate this policy will be subject to disciplinary action, up to and including censure.

II. Conflicts of Interest

- A. Board Members are expected to avoid conflicts of interest involving any matter pending before the Board. A

Leander Independent School District Board of Trustees Operating Procedures

conflict of interest is deemed to exist when a Member is confronted with an issue in which the Member has a personal or pecuniary interest or an issue or circumstances that could render the Member unable to devote complete loyalty and singleness of purpose to the public interest. Accordingly:

1. If a Board Member has a substantial personal or private interest in any matter pending before the Board, the Member shall disclose such interest to the Board and shall not vote on the matter.
2. A Member of the Board shall not also be an employee of the District, nor shall a Member receive any compensation for services rendered to the District. This provision shall not prohibit Members from receiving reimbursement for authorized expenses incurred during the performance of Board duties.
3. The Board shall not enter into any contract with any of its Members or with a firm in which a Member has a financial interest unless one or more of the following conditions apply:
 - a. The contract is awarded to the lowest responsible bidder based upon established competitive bidding procedures; or
 - b. The Board Member is the highest bidder for merchandise sold at a public auction.
4. Board Member is expected to avoid conflict of interest in the exercise of the Member's fiduciary responsibility. Accordingly, a Board Member may not:
 - a. Disclose or use confidential information acquired during the performance of official duties as a means to further the Board Member's own personal financial interests or the interests of a Member of the Board Member's immediate family;
 - b. Accept a gift of substantial value or economic benefit which would tend to improperly influence a reasonable person, or which the Board Member knows or should know is primarily for the purpose of a reward for official action;
 - c. Engage in a substantial financial transaction for private business purposes with a person whom the Board Member directly or indirectly supervises;
 - d. Perform an official act, which directly confers an economic benefit on a business in which the Board Member has a substantial financial interest or is engaged as a counsel, consultant, representative or agent.
- B. Board Members are encouraged to file an affidavit disclosing a substantial interest in a business entity or real property to identify potential conflicts of interest to the public and vendors. See [Board Policy BBFA \(LEGAL FRAMEWORK\)](#).
- C. For specific policies related to Board Member Ethics and Conflicts of Interest, see [Board Policies BBFA \(LEGAL and LOCAL\)](#).

III. Board Member Visits to District Facilities

- A. Prior to any visitation to a District facility in their official capacity, Board Members will complete a full background check through LISD's Volunteer Application Process as detailed in [Board Policy GKG](#)

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(LEGAL).

- B. Board Members may be invited to attend public events, receptions, groundbreaking, dedications, ribbon cuttings, and other campus events. In such cases, notifying the Superintendent is not necessary; however, Board Members must be cognizant of whether a quorum attends the event and Open Meeting Act requirements and must notify the Superintendent's Office of any events they have been invited to as Trustees.
- C. Board Members who wish to visit District facilities to view a program or activity in their official capacity shall notify the Superintendent. and the Superintendent's Office will coordinate the visit with the principal or appropriate personnel. At no time will Board Members visit District offices, campuses or other school programs in an attempt to evaluate personnel.
- D. These guidelines do not pertain to visits as a parent or as a spectator to school events. Board Members with children enrolled in the school District are entitled to the same rights, privileges, and courtesies as all other parents or guardians. However, when engaging in conferences or interactions with school personnel as a parent, a Board Member shall not let his/her official position interfere or dictate decisions that should be fair and impartial.
- E. Board Members who wish to visit a campus in any capacity other than their official capacity shall do so in accordance with [Board Policy GKC \(LOCAL\)](#).

IV. Individual Board Member Requests for Information or Reports

- A. An individual Board Member, acting in his or her official capacity, has the right to seek information pertaining to District fiscal affairs, business transactions, governance, school operations, and personnel matters, including information that properly may be withheld from members of the general public in accordance with the Public Information Chapter of the Government Code. Written responses to information requests from the Board will be distributed to all Board Members in a timely manner.
- B. Individual Members shall not have access to confidential student records unless the Member is acting in his or her official capacity and has a legitimate educational interest in the records. In such cases, individual Members shall seek access to the records from the Superintendent. At the time access to the records is provided, the Board Member shall be advised of his or her responsibility to comply with confidentiality requirements.
- C. Individual Board Members shall not issue formal written or oral requests for information directly to campus principals or other administrators not designated as Board contacts. Board Members may e-mail or call the Superintendent to ask questions or request information.
- D. For more information about Board Members' access to information, see [Board Policy BBE \(LEGAL\)](#).

V. Citizen or Employee Request/Complaint to Individual Board Member

- A. If parents, students, or other members of the public bring concerns or complaints to an individual Trustee, the Board Member should listen to the complaint to better understand the critical issues, unless

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it relates to a formal complaint or grievance already filed under Board Policies DGBA, FNG, or GF and upon which the Board may be requested to take action. The Board Member should take the following steps:

1. Refer the parent, student, employee, citizen to the administrator who is in the best position to assist in addressing the concern or complaint.
 2. Make the citizen aware of the District's policies and procedures in place to address citizen concerns or complaints and remind them that Board Members must remain impartial in case the matter requires Board action in the future.
 3. Notify the Superintendent's office if the situation warrants.
- B. For more information about access to the LISD's grievance procedures, see Board Policies [DGBA \(Employee\)](#), [FNG \(Parent/Student\)](#), and [GF \(Public\)](#).

VI. Media Inquiries to the Board

- A. The Board President generally serves as the official spokesperson for the Board. However, under special circumstances, the Board President may select to appoint a different spokesperson for the Board.
- B. A Board Member who receives calls from the media should notify the Superintendent and the Chief Communications Officer.
- C. Individual Board Members who are asked for individual comments or opinions by the media are to qualify those statements as being the opinion of the individual Board Member and not representative of the Board as a whole or the school District. Board Members must be mindful that comments to the media or on social media in their individual capacity may be perceived as statements on behalf of the District. See [BBF\(LOCAL\)](#).

VII. Communications

- A. Board/Superintendent Communication: In order to build and maintain productive and effective relationships between the Board and the Superintendent, both the Board and the Superintendent will maintain a system of communication and interaction that builds upon mutual respect and trust.
- B. With respect to providing information and counsel to the Board, the Superintendent shall not fail to give the Board as much information as necessary to allow Board Members to be adequately informed.
- C. The Superintendent will communicate information in a timely fashion to all Board Members through:
 1. Board meetings and executive sessions;
 2. Board correspondence;
 3. Telephone calls;
 4. One-on-one meetings.
- D. Board Members will keep the Superintendent informed via telephone calls, voicemails, e-mails, personal

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visits, dialogue meetings, and requests for executive session or open meeting discussions.

E. Correspondence related to formal complaints or grievances, as described in [Board Policies DGBA](#), [FNG](#), and [GF \(LEGAL and LOCAL\)](#) will not be forwarded to Board Members in order that they may maintain their objectivity pertaining to matters that may require Board action in the future. The sender will be notified with an explanation of the decision not to forward the communication.

F. Board Response to Contacts/Correspondence

1. Individual Board Members may communicate with members of the community as they deem appropriate. However, Board Members should not try to solve complaints or grievances individually or outside established procedures for complaints or grievances. While Board Members strive to be responsive to stakeholders, it is not possible for them to respond to every inquiry due to the volume of correspondence. When responding to members of the community via email or letter, Board Members are encouraged to cc the Board President or Vice President.
2. Letters and faxes addressed to individual Board Members and received in the Superintendent's office are delivered to that Board Member at the next Board meeting. If an item is urgent or time-sensitive, the Board Member is contacted by email or telephone before the meeting.
3. Citizens may contact the Board of Trustees by email at: governance.team@leanderisd.org. The Superintendent's office will acknowledge receipt of the email and inform the sender that the message has been forwarded to individual Board Members and to the appropriate administrator(s). The administration will ensure that an appropriate response within a reasonable time is provided on behalf of the Board of Trustees.
4. If a Board Member responds to an inquiry in writing, he or she will copy the Superintendent's office who will determine whether information needs to be added to the Superintendent's weekly memo to the Board.
5. The Board of Trustees encourages input, and the confidentiality of reports will be maintained when possible and requested. Anonymous calls or letters will not receive a response and will not result in directives to the administration.

G. Administration Response to Contacts/Correspondence

1. All correspondence addressed to the Superintendent or administration will be routed to the appropriate staff members.
2. The appropriate staff members will investigate the issues raised in the correspondence and will respond in a reasonable and appropriate manner. It is the goal of the administration to respond to correspondence within ten working days.
3. The LISD administration encourages input. Anonymous calls or letters, however, will not receive a reply from the administration. If requested, the confidentiality of the person writing the correspondence will be maintained when possible.

Leander Independent School District Board of Trustees Operating Procedures

H. Social Media

1. The Board recognizes that social media can be a positive tool for fostering community engagement with the school District; however, Board Members must operate within appropriate guidelines when they are communicating online about school District business.
2. In using social media to communicate about school District business, the Board Member shall:
 - a. Clarify that he/she is communicating as an individual Member of the Board and not as an official District spokesperson;
 - b. Avoid deliberating school District business with a quorum of the Board;
 - c. Direct complaints or concerns presented online to the appropriate administrator;
 - d. Avoid posting content that indicates that the Board Member has already formed an opinion on pending matters or matters that may come before the Board;
 - e. Not solicit input from the community by polling or surveying friends or connections and not allow social media to direct decisions as a Trustee;
 - f. Post only content that the District has already released to the public;
 - g. When attempting to restate what happened at a Board meeting, clarify that the posting is not an official record of the Board meeting and share information only from the open portions of the meeting;
 - h. Conduct oneself online in a manner that reflects well on the District; avoid posting information that has not been verified and made public by the District; and never post anonymously about school business or repeat rumors;
 - i. Immediately report suspected illegal activities and harassing or defamatory communications that involve school officials, staff, students, or District business to the Superintendent;
 - j. Realize that by using a personal account to conduct official school District business the account may become a public forum under the First Amendment;
 - k. Retain electronic records—including the Board Member’s posts and content others post to the account—when required to do so by the District’s records retention schedule;
 - l. Comply with the District’s acceptable use policy when using District-issued devices or technology resources and immediately report to the District any potential security breach if control or possession of confidential District records are lost; and
 - m. Understand that a Board Member’s failure to comply with these communication requirements will be addressed in the manner described below in Addressing Board Member Violations.

VIII. Addressing Board Member Violations

- A. The Board and each of its Members are committed to faithful compliance with the provisions of the

Leander Independent School District Board of Trustees Operating Procedures

Board's policies and these procedures. In the event of a Member's willful violation of policy, the Board will seek remedy by the following sequential process:

1. Private conversation between the offending Member and the Board President or other Trustee;
and
 2. Discussion in executive session between the offending Member and the full Board.
- B. Either before or after a censure the Board can implement the following corrective action steps; including but not limited to:
1. Additional discussion with Board President/Officer and/or Board attorney and/or discussion with Trustee/s
 2. Board level discussion in closed and/or open meeting
 3. Training requirement on areas of violation* (simple majority of Board vote)
 4. Removal from Board Committees (simple majority of Board vote)
 5. Removal from District Committees (simple majority of Board vote)
 6. Removing financial support to attend TASB/TASA conference, SLI, Governance, until training in the area of violation has been fulfilled (simple majority of Board vote)
- *If required training as a result of violations are not completed within a specified time period, then non-compliance will be posted on the Board Members page until compliance is achieved (simple majority of Board vote)
- C. Public Censure of the offending member can be made upon an affirmative vote of a simple majority.
- D. Corrective action will remain in place until the Board Member demonstrates consistent compliance with the Board Operating Procedures, as determined by the Board. A Board Member who has been censured cannot appoint members to committees until the Board determines that the Board Member is acting consistently with the Board Operating Procedures.
- E. For specific policies related to Board Member Removal from Office see [Board Policy BBC \(LEGAL\)](#).

XXI. Reviewing the Board Operating Procedures

Board of Trustees Governance Policies and Operating Procedures will be reviewed and updated each year and will be part of Board training.



Leander Independent School District Board of Trustees Operating Procedures

ACKNOWLEDGMENT

I hereby acknowledge that it is my responsibility to review the Leander Independent School District Board Operating Procedures, and my signature indicates that I agree to do so and abide by the standards, policies, and procedures contained therein.

Trustee, Place 1 _____ Date: _____
Trish Bode

Trustee, Place 2 _____ Date: _____
Gloria Gonzales-Dholakia, Ph.D.

Trustee, Place 3 _____ Date: _____
Nekosi Nelson

Trustee, Place 4 _____ Date: _____
Anna Smith

Trustee, Place 5 _____ Date: _____
Sade Fashokun

Trustee, Place 6 _____ Date: _____
Francesca Romans

Trustee, Place 7 _____ Date: _____
Paul Gauthier

Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, January 23, 2025

Agenda Item: Consider Approval of FY25 Budget Amendment - #7
Purpose: Discussion Item/Report Only Action Requested
Administrator Responsible: Pete Pape, Ed.D., CPA, Chief Financial Officer
Attachments: FY25 Budget Amendment - #7

Background Information:

The Board of Trustees adopted the 2024-2025 budget during the [June 27, 2024 Regular Board Meeting](#). Budgets for the General Operating, Child Nutrition, and Debt Service Funds were included in the official district budget. Budgets are prepared and approved at fund and function levels to comply with the state's required level of control.

Budget amendments are necessary throughout the year to realign funds. Realignment of funds will increase and/or decrease various function levels within the budget. All necessary budget amendments that change the function level should be formally approved by the Board of Trustees and recorded in Board minutes. Budget amendments increasing or decreasing revenues and/or expenditures also require formal Board approval.

The attached document summarizes the effect of budget transfers and amendments being proposed. Submitted for approval are the budget revisions/amendments for the items listed below.

The amendments for the **General Operating Fund** (Funds 197 and 199) are as follows:

- Increase of \$27,699 to revenue and expenditure budgets in Fund 197 for athletic tournaments.
- Transfers among functions with no effect on the total operating deficit/surplus.

Amendments to the General Fund have no effect on the total operating deficit/surplus.

The amendments for the **Debt Service Fund** (Fund 599) are as follows:

- Increase of \$1,510,004 to revenue budget for realized Additional State Aid for Homestead Exemption (ASAHE), which offsets a \$1,510,004 increase to principal and interest expenditure budgets.

Amendments to the Debt Service Fund have no effect on the total operating deficit/surplus.

There are no amendments to the **Child Nutrition Fund**.

Administrative Recommendation:

Administration recommends that the Board approve FY25 Budget Amendment - #7 as presented.

Sample Motion:

I move that the Board of Trustees approve FY25 Budget Amendment - #7 as presented.

**Leander Independent School District
General Fund - Fund 199
Budget Amendments/Transfers as of January 13, 2025**

| | 2024-2025 Original Budget | Previously Amended Budget | Proposed Amendments 01/13/25 | Proposed Amended Budget |
|---|---------------------------------|---------------------------------|------------------------------------|-------------------------------|
| Revenues: | | | | |
| Local Sources | \$ 346,031,030 | \$ 345,669,127 | \$ 27,699 | \$ 345,696,826 |
| State Sources | 96,578,545 | 95,338,415 | - | 95,338,415 |
| Federal Sources | 5,890,000 | 5,890,000 | - | 5,890,000 |
| TOTAL REVENUES | \$ 448,499,575 | \$ 446,897,542 | \$ 27,699 | \$ 446,925,241 |
| Expenditures: | | | | |
| Function 11 - Instruction | \$ 272,220,415 | \$ 277,787,845 | \$ (17,818) | \$ 277,770,027 |
| Function 12 - Instructional Resources & Media | 4,892,740 | 4,978,339 | 75 | 4,978,414 |
| Function 13 - Staff Development | 11,031,670 | 11,329,211 | 7,726 | 11,336,937 |
| Function 21 - Instructional Administration | 5,057,353 | 5,272,311 | (2,801) | 5,269,510 |
| Function 23 - School Administration | 25,423,912 | 25,890,058 | 13,624 | 25,903,682 |
| Function 31 - Guidance & Counseling | 22,435,390 | 23,065,619 | (4,658) | 23,060,961 |
| Function 32 - Social Services | 1,678,114 | 1,693,873 | 412 | 1,694,285 |
| Function 33 - Health Services | 4,363,260 | 4,420,331 | 109 | 4,420,440 |
| Function 34 - Student Transportation | 14,176,050 | 14,783,321 | - | 14,783,321 |
| Function 35 - Food Services | 11,800 | 60,745 | - | 60,745 |
| Function 36 - Co-Curricular Activities | 14,168,459 | 14,520,157 | 29,989 | 14,550,146 |
| Function 41 - General Administration | 11,209,284 | 12,148,099 | - | 12,148,099 |
| Function 51 - Plant Maintenance & Operations | 42,659,929 | 44,748,007 | 118 | 44,748,125 |
| Function 52 - Security | 4,303,903 | 6,975,280 | 6,335 | 6,981,615 |
| Function 53 - Data Processing | 9,549,638 | 10,005,495 | - | 10,005,495 |
| Function 61 - Community Services | 2,214,218 | 2,278,177 | - | 2,278,177 |
| Function 71 - Debt Service | 537,869 | 537,869 | - | 537,869 |
| Function 81 - Capital Outlay | - | 8,400 | - | 8,400 |
| Function 91 - Contracted Instruction Services | 11,484,229 | 11,678,718 | - | 11,678,718 |
| Function 95 - JJAEP | 230,000 | 230,000 | (5,412) | 224,588 |
| Function 99 - Other Intergovernmental Charges | 2,713,944 | 2,713,944 | - | 2,713,944 |
| TOTAL ALL EXPENDITURES | \$ 460,362,177 | \$ 475,125,798 | \$ 27,699 | \$ 475,153,497 |
| Excess/(Deficiency) of Revenues vs. Expenditures | \$ (11,862,602) | \$ (28,228,256) | \$ - | \$ (28,228,256) |
| Other Financing Sources/Uses | | | | |
| Sale of Assets | \$ 270,000 | \$ 270,000 | \$ - | \$ 270,000 |
| Transfer Out - Other | - | - | - | - |
| Transfer Out - Healthcare | (1,500,000) | (1,500,000) | - | (1,500,000) |
| Transfer Out - Healthcare Additional Contribution | - | - | - | - |
| Other Uses - Settlements | - | - | - | - |
| Total Other Financing Sources/Uses | \$ (1,230,000) | \$ (1,230,000) | \$ - | \$ (1,230,000) |
| Net Increase/(Decrease) in Fund Balance | \$ (13,092,602) | \$ (29,458,256) | \$ - | \$ (29,458,256) |
| Beginning Fund Balance as of 7/1/2024 | | | | |
| Total Beginning Fund Balance of Fund 19X * | \$ 184,890,435 | \$ 184,890,435 | | \$ 184,890,435 |
| Net Operating Results - Fund 199 | (13,092,602) | (29,458,256) | | (29,458,256) |
| Net Operating Results - All General Fund 19X | (13,092,602) | (29,458,256) | | (29,458,256) |
| Projected Ending Fund Balance | \$ 171,797,833 | \$ 155,432,179 | | \$ 155,432,179 |

*Audited per 2024 ACFR

Leander Independent School District
Debt Service - Fund 599
Budget Amendments/Transfers as of January 13, 2025

| | <u>2024-2025 Original Budget</u> | <u>Previously Amended Budget</u> | <u>Proposed Amendments 1/13/2025</u> | <u>Proposed Amended Budget</u> |
|--|--|--|--|--|
| Revenues: | | | | |
| Local Sources | \$ 147,222,823 | \$ 147,222,823 | \$ - | \$ 147,222,823 |
| State Sources | 14,241,719 | 14,241,719 | 1,510,004 | 15,751,723 |
| Federal Sources | - | - | - | - |
| TOTAL REVENUES | <u>\$ 161,464,542</u> | <u>\$ 161,464,542</u> | <u>\$ 1,510,004</u> | <u>\$ 162,974,546</u> |
| Expenditures: | | | | |
| Function 11 - Instruction | \$ - | \$ - | \$ - | \$ - |
| Function 12 - Instructional Resources & Media | - | - | - | - |
| Function 13 - Staff Development | - | - | - | - |
| Function 21 - Instructional Administration | - | - | - | - |
| Function 23 - School Administration | - | - | - | - |
| Function 31 - Guidance & Counseling | - | - | - | - |
| Function 32 - Social Services | - | - | - | - |
| Function 33 - Health Services | - | - | - | - |
| Function 34 - Student Transportation | - | - | - | - |
| Function 35 - Food Service | - | - | - | - |
| Function 36 - Co-Curricular Activities | - | - | - | - |
| Function 41 - General Administration | - | - | - | - |
| Function 51 - Plant Maintenance & Operations | - | - | - | - |
| Function 52 - Security | - | - | - | - |
| Function 53 - Data Processing | - | - | - | - |
| Function 61 - Community Services | - | - | - | - |
| Function 71 - Debt Service | 161,464,542 | 164,502,510 | 1,510,004 | 166,012,514 |
| Function 81 - Capital Outlay | - | - | - | - |
| Function 91 - Contracted Instruction Services | - | - | - | - |
| Function 95 - JJAEP | - | - | - | - |
| Function 99 - Other Intergovernmental Charges | - | - | - | - |
| TOTAL ALL EXPENDITURES | <u>\$ 161,464,542</u> | <u>\$ 164,502,510</u> | <u>\$ 1,510,004</u> | <u>\$ 166,012,514</u> |
| Excess/(Deficiency) of | | | | |
| Revenues vs. Expenditures | <u>\$ -</u> | <u>\$ (3,037,968)</u> | <u>\$ -</u> | <u>\$ (3,037,968)</u> |
| Other Resources - Sale of Bonds | \$ - | \$ 19,411,755 | \$ - | \$ 19,411,755 |
| Other Uses - Sale of Bonds | - | (19,154,420) | - | (19,154,420) |
| Net Increase/(Decrease) in Fund Balance | <u>\$ -</u> | <u>\$ (2,780,633)</u> | <u>\$ -</u> | <u>\$ (2,780,633)</u> |
| Beginning Fund Balance | \$ 135,606,443 | \$ 135,606,443 | | \$ 135,606,443 |
| Projected Ending Fund Balance | <u>\$ 135,606,443</u> | <u>\$ 132,825,810</u> | | <u>\$ 132,825,810</u> |

*Audited per 2024 ACFR

Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, January 23, 2025

Agenda Item: Consider Approval of Low-Attendance Waivers for the 2024-25 School Year
Purpose: Discussion Item/Report Only Action Requested
Administrator Responsible: Pete Pape, Ed.D., CPA, Chief Financial Officer
Attachment: N/A

Background Information:

Under the current state school finance system, general fund revenue (both state aid and local levy) has a direct relationship to student average daily attendance (ADA). “Refined” ADA is the annual average of daily student attendance, rather than enrollment.

The Texas Education Agency has a process which allows a district to apply for waivers to have instructional days with attendance at least ten (10) percentage points below the last school year’s average attendance [due to weather, health, and safety issues] removed from ADA calculations for that school year. Waivers are also available for missed instructional days due to a campus being forced to close for the same reasons. These waivers assist districts by lessening the impact of low attendance rates on the funding earned. A district can request a waiver for low attendance or missed instructional days for the entire district or a specific campus.

This request is for missed instructional day for Grandview Hills Elementary, Laura W. Bush Elementary, River Place Elementary, River Ridge Elementary, Steiner Ranch Elementary, Canyon Ridge Middle School, Four Points Middle School and Vandegrift High School for October 21st gas leak road closures.

The deadline for submission of the application for low attendance day waivers for the 2024-2025 school year is July 31, 2025. Staff is requesting approval for submission of low attendance waivers.

Administrative Recommendation:

Administration recommends that the Board approve the submission of low attendance day waivers, as presented, for days when the campuses’ attendance was at least ten (10) percentage points below its 2023-2024 rate.

Sample Motion:

I move the Board approve the submission of low attendance day waivers, as presented, for days when the campuses’ attendance was at least ten (10) percentage points below its 2023-2024 rate.

Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, January 23, 2025

Agenda Item: Consider Approval of Minutes of Regular and Called Board Meetings
Purpose: Discussion Item/Report Only Action Requested
Administrator Responsible: Bruce Gearing, Ed.D., Superintendent
Attachments: 12-06-24 Special Board Meeting Minutes DRAFT
12-07-24 Special Board Meeting Minutes DRAFT
12-12-24 Regular Board Meeting Minutes DRAFT

Background Information:

Board meeting minutes are attached for your review.

Administrative Recommendation:

Administration recommends approval of the minutes as presented.

Sample Motion:

I move the Board approve the meeting minutes for December 6, 7 and 12, 2024 as presented.

Minutes of Special Meeting - Board of Trustees Team of 8 Training

The Board of Trustees
Leander Independent School District

STATE OF TEXAS
COUNTY OF WILLIAMSON

A meeting of the Board of Trustees of the Leander Independent School District was held on Friday, December 6, 2024, beginning at 4:02 PM in Concordia University Texas, located at 11400 Concordia University Drive, Austin, TX 78726. The following members were present: Gloria Gonzales-Dholakia, Anna Smith, Sade Fashokun (attended remotely), Trish Bode, Paul Gauthier, Nekosi Nelson, and Francesca Romans. Paul Gauthier left the meeting at 5:23 PM

1. **CALL TO ORDER AND DECLARATION OF QUORUM**
2. **CITIZEN COMMENTS**
No citizens addressed the Board of Trustees.
3. **GOVERNANCE TEAM OF 8 (BOARD AND SUPERINTENDENT) TRAINING AND DEVELOPMENT**
4. **BOARD MEETING DEBRIEF**
5. **ADJOURNMENT**

THE BOARD OF TRUSTEES, HAVING NO FURTHER BUSINESS, ADJOURNED THE MEETING.

Time: 6:51 PM

These minutes were read and approved by the Board of Trustees on the 23rd day of January 2025.

President

Secretary

Copies of Board information referred to are attached to the official minutes or filed in the office indicated.

Minutes of Special Meeting - Board Team of 8 Retreat

The Board of Trustees
Leander Independent School District

STATE OF TEXAS
COUNTY OF WILLIAMSON

A meeting of the Board of Trustees of the Leander Independent School District was held on Saturday, December 7, 2024, beginning at 9:00 AM in Concordia University Texas, located at 11400 Concordia University Drive, Austin, TX 78726. The following members were present: Gloria Gonzales-Dholakia, Anna Smith, Sade Fashokun (attended remotely), Trish Bode, Nekosi Nelson, and Francesca Romans. Paul Gauthier was absent.

1. **CALL TO ORDER AND DECLARATION OF QUORUM**
2. **CITIZEN COMMENTS**
No citizens addressed the Board of Trustees.
3. **GOVERNANCE TEAM (BOARD AND SUPERINTENDENT) TRAINING AND DEVELOPMENT**
 - A. Educational Access Discussion
 - B. Legal Update and Board Operating Procedures
 - C. Evaluating and Improving Student Outcomes (EISO) Training
4. **BOARD MEETING DEBRIEF**
5. **ADJOURNMENT**

THE BOARD OF TRUSTEES, HAVING NO FURTHER BUSINESS, ADJOURNED THE MEETING.

Time: 4:16 PM

These minutes were read and approved by the Board of Trustees on the 23rd day of January 2025.

President

Secretary

Copies of Board information referred to are attached to the official minutes or filed in the office indicated.

Minutes of Regular Meeting

The Board of Trustees
Leander Independent School District

STATE OF TEXAS COUNTY OF WILLIAMSON

A meeting of the Board of Trustees of the Leander Independent School District was held on Thursday, December 12, 2024, beginning at 6:15 PM in Concordia University Texas, 11400 Concordia University Drive, Austin, TX 78726. The following members were present: Gloria Gonzales-Dholakia, Anna Smith, Nekosi Nelson, and Francesca Romans. Sade Fashokun arrived at 6:24 PM. Trish Bode and Paul Gauthier were absent.

1. **CALL TO ORDER AND DECLARATION OF QUORUM**

2. **OPENING CEREMONY**

- A. Pledge of Allegiance
- B. Moment of Silence

3. **RECOGNITION**

- A. Spotlight on Learning: River Ridge Elementary School
- B. Video Recognitions
 - 1. UIL Band State Finalists
 - 2. UIL Cross Country State Finalists
 - 3. UIL Volleyball State Finalist
 - 4. School Resource Officer (SRO) Recognition Week, December 2-6

4. **CITIZEN COMMENTS**

One citizen addressed the Board of Trustees.

5. **CONSENT AGENDA**

I move the Consent Agenda items be approved as presented. This motion, made by Anna Smith and seconded by Francesca Romans, passed five in favor and two, Trish Bode and Paul Gauthier, absent.

- A. Consider Adoption of the 2024 Property Tax Roll
- B. Consider Adoption of Board Resolution to Designate Certain Non-Business Days for the Purpose of the Texas Public Information Act for the 2025 Calendar Year

6. **SUPERINTENDENT'S REPORT**

- A. Empowered Student Learning

- B. Empowered Staff Learning
- C. Safe and Innovative Learning Environments

7. **DISCUSSION/ACTION ITEMS**

A. STUDENT EXPERIENCE

- 1. Impactful Family Engagement Formative Review

B. GOVERNANCE

- 1. Legislative Committee Update
- 2. Legislative Listening Circles Update
- 3. Discuss and Consider Approval of Leander ISD's Legislative Priorities for the 89th Legislative Session

Anna Smith recommended amending “special needs” to “diabilities” under 4. Equitable Access, b. Voucher Opposition, i.

I move to approve Leander ISD's Legislative Priorities for the 89th Legislative Session as amended in section 4B1. This motion, made by Francesca Romans and seconded by Anna Smith, passed five in favor and two, Trish Bode and Paul Gauthier, absent.

C. OPERATIONS

- 1. Discussion of Naming Charter Process for the Special Education 18+ Transition Services & Science Materials Center
- 2. Discussion of Proposed 2025-2026 Budget Development Calendar & Budget Pre-Assumptions
- 3. Consider Approval of a Resolution Casting Votes for an Individual(s) to the Travis Central Appraisal District (TCAD) Board of Directors

I move the Board of Trustees approve the Resolution casting its 155 votes to John Havenstrite to serve on the Travis Central Appraisal District (TCAD) Board of Directors as presented. This motion, made by Francesca Romans and seconded by Anna Smith, passed five in favor and two, Trish Bode and Paul Gauthier, absent.

- 4. Consider Approval of Donating Bus #1258 (a Surplus 2006 International School Bus) to the City of Leander Fire Department for Training Purposes

I move the Board of Trustees approve the donation of the 2006 school bus #1258 (vin # ending in 0268) to the City of Leander Fire Department for Training purposes. This motion, made by Anna Smith and seconded by Francesca Romans, passed five in favor and two, Trish Bode and Paul Gauthier, absent.

- 5. Consider Approval of FY25 Budget Amendment - #6

I move that the Board of Trustees approve FY25 Budget Amendment - #6 as presented. This motion, made by Anna Smith and seconded by Francesca Romans, passed five in

favor and two, Trish Bode and Paul Gauthier, absent.

6. Business and Finance Monthly Reports
 - a. Monthly Bond Status Report
 - b. Monthly Financial Report
 - c. Monthly Investment Report
 - d. Monthly Tax Collection Report

8. CLOSED SESSION

The Board of Trustees went into closed session at 8:55 PM after the Board President announced the right to do so under:

- A. Texas Government Code 551.071: consultation with attorney regarding, pending or contemplated litigation, and/or attorney client privileged matter
- B. Texas Government Code 551.074: deliberation regarding resignations, terminations, employment, reassignments, duties, and evaluation of personnel and public officers
- C. Texas Government Code 551.0821: deliberation regarding matters whereby personally identifiable information regarding one or more students will be disclosed
- D. Texas Government Code 551.074: deliberation and consideration of employment of Deputy Superintendent of Learning and Innovation
- E. Texas Government Code 551.074: Board Member Representation on Board and District Administrative Committees

The Board of Trustees returned from closed session at 9:12 PM.

9. ACTION PURSUANT TO CLOSED SESSION

- A. Consider Employment of Deputy Superintendent of Learning and Innovation

I move that the Board of Trustees accept the recommendation of Chris Clark for Deputy Superintendent of Learning and Innovation 1-year probationary employment contract for personnel addition(s) as presented in accordance with the salary scale, policies and contract of Leander Independent School District for the 2024-25 school year. This motion, made by Francesca Romans and seconded by Anna Smith, passed five in favor and two, Trish Bode and Paul Gauthier, absent.

- B. Consider Approval of Board Member Representation on Board and District Administrative Committees

10. BOARD MEETING DEBRIEF

11. ADJOURNMENT

THE BOARD OF TRUSTEES, HAVING NO FURTHER BUSINESS, ADJOURNED THE MEETING.

Time: 9:13 PM

These minutes were read and approved by the Board of Trustees on the 23rd day of January 2025.

President

Secretary

Copies of Board information referred to are attached to the official minutes or filed in the office indicated.

Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, January 23, 2025

| | |
|-----------------------------------|---|
| Agenda Item: | Consider Approval of a Resolution to Pay Employees for Days Closed Due to Bad Weather |
| Purpose: | <input type="checkbox"/> Discussion Item/Report Only <input checked="" type="checkbox"/> Action Requested |
| Administrator Responsible: | Pete Pape, Ed.D., CPA, Chief Financial Officer |
| Attachments: | Resolution to Pay Employees for Days Closed Due to Bad Weather (Uploaded to BoardBook 01-22-25) |

Background Information:

Bad weather forced the district to adjust work schedules on Monday, January 20 and be closed certain days during the week of January 20, 2025. A Board Resolution is required to pay employees for the days/times the district is closed.

If the Board chooses to pay employees during an emergency closure for which the workdays are not scheduled to be made up at a later date, then that authorization shall be by resolution or other Board action and shall reflect the purpose served by the expenditure.

Administrative Recommendation:

Administration recommends that the Board approve the resolution to pay employees for the days the district was closed due to bad weather.

Sample Motion:

I move that the Board of Trustees approve the resolution which will: 1) pay Leander ISD employees for the days the district was closed due to bad weather (regular rate), and 2) in addition, pay auxiliary employees who were required to report in for work in preparations for and during the closure at time and one half of their regular hourly rate of pay for hours worked up to 40 hours with overtime for time worked over 40 hours in a week as calculated and paid according to law.

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE LEANDER INDEPENDENT SCHOOL DISTRICT**

WHEREAS, the Leander Independent School District Board of Trustees recognizes that the territory included in the Leander Independent School District is subject to the multiple Winter Advisories issued by the National Weather Service for bad weather for Tuesday, January 21, 2025, due to inclement weather; and

WHEREAS, inclement weather conditions across the Greater Austin area resulted in freezing temperatures, sleet, and ice during the date(s) of January 21, 2025; and

WHEREAS, pursuant to cooperative efforts with state and local officials to prepare for the impending inclement weather including facility preparation and cleaning, Leander Independent School District closed operations on January 21, 2025, and the subsequent days that followed until the time the district was open and fully operational; and

WHEREAS, Leander Independent School District will only need to make-up the missed instructional minutes if the winter storm closure exceeds the additional instructional minutes embedded in the 2024-2025 Instructional Calendar unless a waiver is granted by the state of Texas and/or the Texas Education Agency (TEA); and

WHEREAS, while schools remained closed, some employees of the District continued to work to protect District property and preserve District operations, while others were without work because they were instructed not to report for work due to circumstances completely beyond their control, although they were ready, willing and able to return to work; and

WHEREAS, employees who were instructed not to report to work may suffer a loss of pay or paid leave days unless the Board takes action to make these affected employees' work days or work hours whole per the Board-approval process outlined in Board Policy DEA (Local); and

WHEREAS, the Board of Trustees of the Leander Independent School District seeks to retain its employees and facilitate efficient operation of educational activities; and

WHEREAS, the Board of Trustees of the Leander Independent School District finds that compensating employees for work days missed as a result of bad weather serves an important public purpose in that continued retention of such employees shall enable the school district to continue efficient operation educational activities; and

WHEREAS, the Board further concludes that while ensuring continuity of pay for these affected staff and accomplishing the aforementioned public purpose, the district will maintain sufficient financial controls, as the pay for staff during the closure is short-term, and, most importantly, this pay is already established to occur within the personnel expenditures of the 2024-2025 adopted budget.

BE IT RESOLVED that the Board of Trustees of the Leander Independent School District hereby declares any days missed due to inclement weather will not need to be made up and authorizes the administration to compensate all employees for days when the District is/was

closed due to bad weather in accordance with board policy DEA (LOCAL):

If the Board chooses to pay employees during an emergency closure for which the workdays are not scheduled to be made up at a later date, then that authorization shall be by resolution or other Board action and shall reflect the purpose served by the expenditure.

BE IT FURTHER RESOLVED that the Board of Trustees of the Leander Independent School District hereby authorizes the administration to further compensate those non-exempt (auxiliary) employees who were required and reported to work to perform such duties as checking on district facilities and technology, debris clean-up, and preparing for the closure and/or re-opening of the district due to the January 21, 2025 closure, in accordance with board policy DEA (LOCAL):

Nonexempt employees who are required to work to mitigate the reason for an emergency closing shall be paid at the rate of one and one-half times their regular rate of pay for all hours worked up to 40 hours per week. All other nonexempt employees who are required to work during an emergency closing shall be paid their regular rate of pay.

CERTIFICATE FOR RESOLUTION

I hereby certify that the foregoing resolution was presented to the Board of Trustees of the Leander Independent School District during a scheduled Board Meeting on January 23, 2025. A quorum of the Board of Trustees being then present, it was then duly moved and seconded that the resolution be adopted, and such resolution was then adopted according to the following vote:

Ayes: _____ Nays: _____ Abstentions: _____

PASSED and ADOPTED this 23rd day of January 2025, by the Board of Trustees of the Leander Independent School District.,

Gloria Gonzales-Dholakia, Ph.D.
Leander ISD Board of Trustees President



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JANUARY 23, 2025

Superintendent's Report

Board of Trustees Meeting



82

H-E-B Excellence in Education Awards Finalist





BUILD

- RELATIONSHIPS
- TRUST
- ETHICAL BEHAVIOR



BUILD

THE LEANDER WAY

BUILD

- RELATIONSHIPS
- TRUST
- ETHICAL BEHAVIOR



BUILD

THINK

- STUDENT'S FIRST
- SYSTEMS
- CONTINUOUS IMPROVEMENT



THINK
85



CREATE

CREATE

- PASSION FOR WORKING/ LEARNING
- EXCELLENCE

THINK

- STUDENTS FIRST
- SYSTEMS
- CONTINUOUS IMPROVEMENT



THINK

THE LEANDER WAY

BUILD

- RELATIONSHIPS
- TRUST
- ETHICAL BEHAVIOR



BUILD

THINK

- STUDENTS FIRST
- SYSTEMS
- CONTINUOUS IMPROVEMENT

THINK

86

CREATE

CREATE

- PASSION FOR WORKING/ LEARNING
- EXCELLENCE

CREATE

CREATE

- PASSION FOR WORKING/ LEARNING
- EXCELLENCE

THE LEANDER WAY

BUILD

- RELATIONSHIPS
- TRUST
- ETHICAL BEHAVIOR

BUILD

THINK

- STUDENT'S FIRST
- SYSTEMS
- CONTINUOUS IMPROVEMENT

THINK

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CREATE

CREATE

- PASSION FOR WORKING/ LEARNING
- EXCELLENCE

10 ETHICAL PRINCIPLES



1 HONESTY
telling the truth

2 INTEGRITY
doing the right thing

3 PROMISE-KEEPING
*doing what you say
you are going to do*

4 LOYALTY
*supporting someone
or something*

5 CONCERN FOR OTHERS
caring for and helping others

**6 LAW-ABIDANCE/
CIVIC DUTY**
*obeying rules and laws/
making the world a better place*

7 RESPECT FOR OTHERS
*being polite and kind
to everyone and everything*

8 FAIRNESS
treating everyone equally

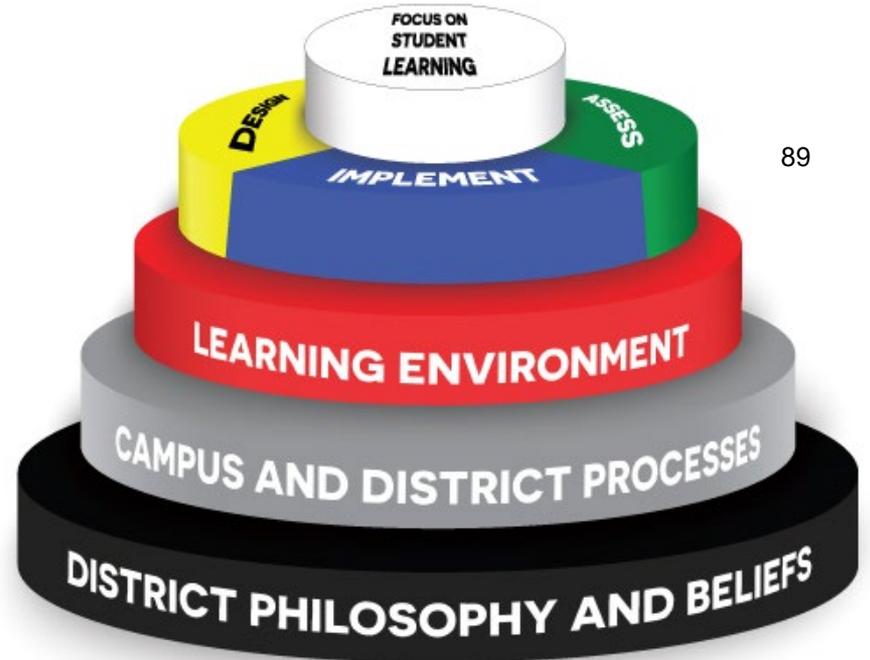
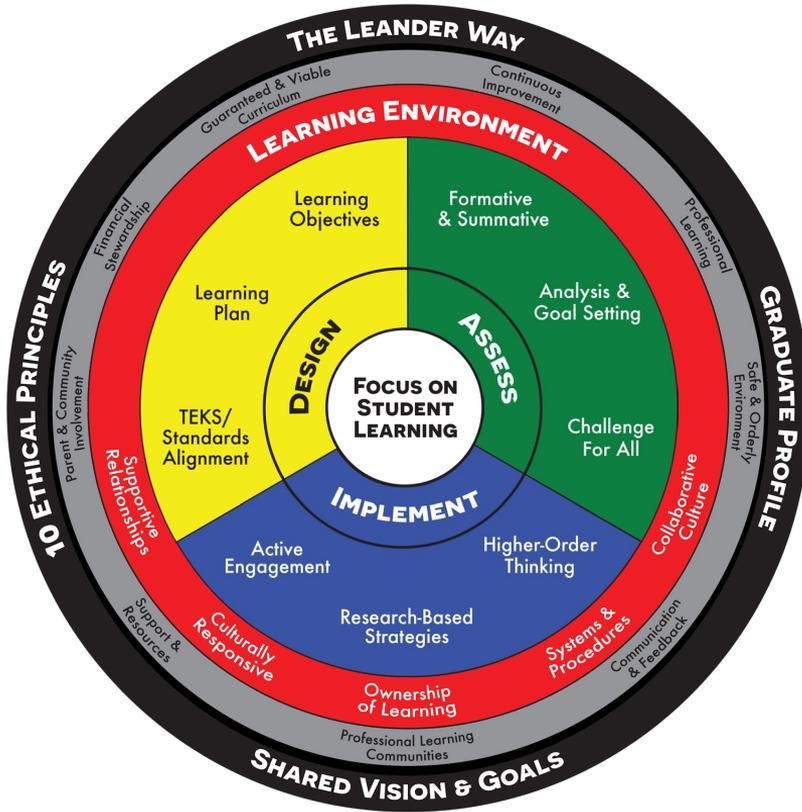
9 PURSUIT OF EXCELLENCE
*doing everything the best you can;
looking for ways to improve*

10 ACCOUNTABILITY
*admitting to what you do wrong,
and taking pride in what you do right*



LEANDER ISD
LEADING TO A BRIGHT FUTURE

Leander ISD Learning Model



GRADUATE PROFILE

Leander ISD learners are empowered to enrich our world and excel in a rapidly changing global society through a life-long journey of character development, academic success, and fulfillment.



Critical & Creative Thinkers

who seek and solve problems through curiosity, flexibility, and innovation.



Skilled Communicators & Collaborators

who listen to understand, express ideas with empathy, and work collectively toward shared outcomes.



Compassionate Community Contributors

who value diverse perspectives and share their unique gifts with the world.



Adaptable & Reflective Individuals

who confidently embrace their strengths and challenges while pursuing their interests and passions.

OUR JOB IS NOT TO
PREPARE STUDENTS
FOR SOMETHING.
OUR JOB IS TO HELP
STUDENTS PREPARE
THEMSELVES FOR
ANYTHING.

- A.J. JULIANI -

Ownership of Learning

- Know Myself/Know Others -
Profiles
- Student Led Goal Setting -
Personal Learning Plans
- Student Led Assessment -
Portfolios
- Student Led Conferences -
Exhibitions





PLC

AT WORK™

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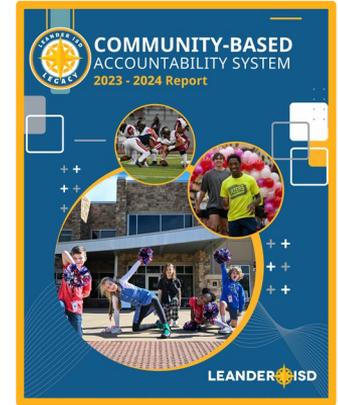


System Alignment



LISD 5-Year Strategic Plan

Community-Based Accountability



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District & Campus Improvement Plans



Board Evaluation

Superintendent Evaluation



14



DISCUSSION

Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, January 23, 2025

Agenda Item: Equitable Access Formative Review
Purpose: Discussion Item/Report Only Action Requested
Administrator Responsible: DeWayne Street, M.Ed., Chief, Office of Educational Access,
Melody Maples, M.Ed., Executive Director, Office of Educational Access,
Paige Collier, M.Ed., Assistant Superintendent, Special Programs and
Services, State and Federal Programs
Attachments: Equitable Access Formative Review Presentation

Background Information:

The purpose of this presentation is to update the Board of Trustees on the progress of efforts aligned to the district improvement plan and five-year strategic plan. The focus of the presentation is Equitable Access.

Administrative Recommendation:

N/A

Sample Motion:

N/A



January 23, 2025

EQUITABLE ACCESS FORMATIVE REVIEW

PURPOSE

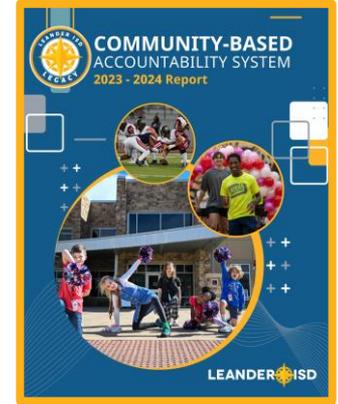
Highlight current-year progress and provide an overview of strategies, initiatives, and key data supporting equitable access in alignment with Goal #4 of the LISD Strategic Plan.

System Alignment



LISD 5-Year Strategic Plan

Community-Based Accountability

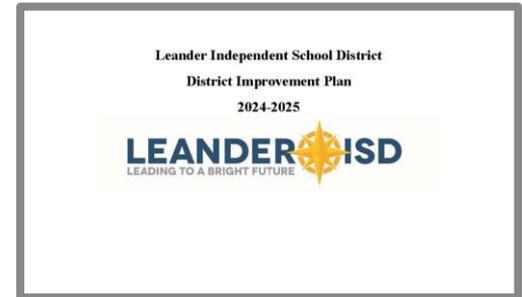
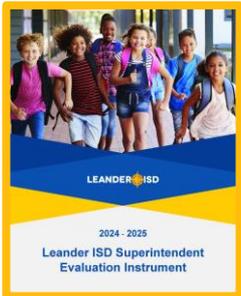


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District & Campus Improvement Plans

Board Evaluation

Superintendent Evaluation



3



Equitable Access

Goal:

Ensure equitable access to opportunities by eliminating barriers for each and every student.

Impact/Student Benefit:

Students and staff leverage impactful relationships and high-quality learning experiences to inspire curiosity, interests, and passions.

100

System Responses

1. Create and implement processes to identify and eliminate barriers to equitable access to high-quality programs and resources in LISD.



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Office of Educational Access Actions Toward Goal Progress

- Rolled out Access Dashboard - summer of 2024
 - Data sessions led by Executive Director
 - Data sessions with feeder patterns planned for spring semester - 2025
- Continued leadership development related to inclusive leadership and cultural competency
- Continuing to serve as internal consultants for District leadership and campus staff



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Equitable Access Formative Review

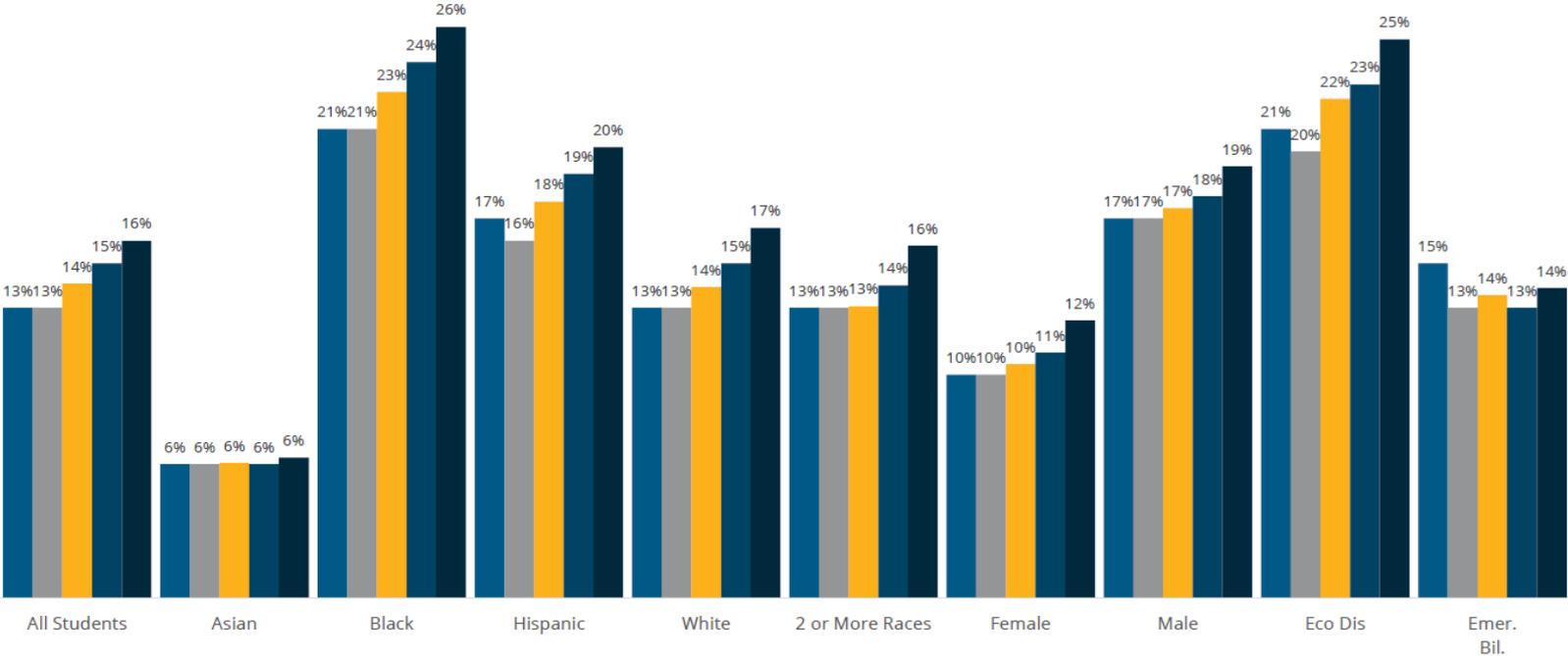


Office of Educational Access Actions Cont'd

- 2nd season of the Office of Educational Access (OEA) podcast designed to enhance organizational cohesion and cultural competency
 - Bonus episode - *The Unity Podcast* with Dr. Bruce Gearing and Tom Glenn
- Designed a new workshop focusing on economically disadvantaged students featuring outcomes data
 - Delivering to both internal and external stakeholders during the spring semester
 - OEA will offer this as a summer professional development session for teachers
- Administered the annual staff cultural competency survey and will use the data to design adult learning sessions for staff

LISD % Served in Special Education

■ 20-21 ■ 21-22 ■ 22-23 ■ 23-24 ■ 24-25



105

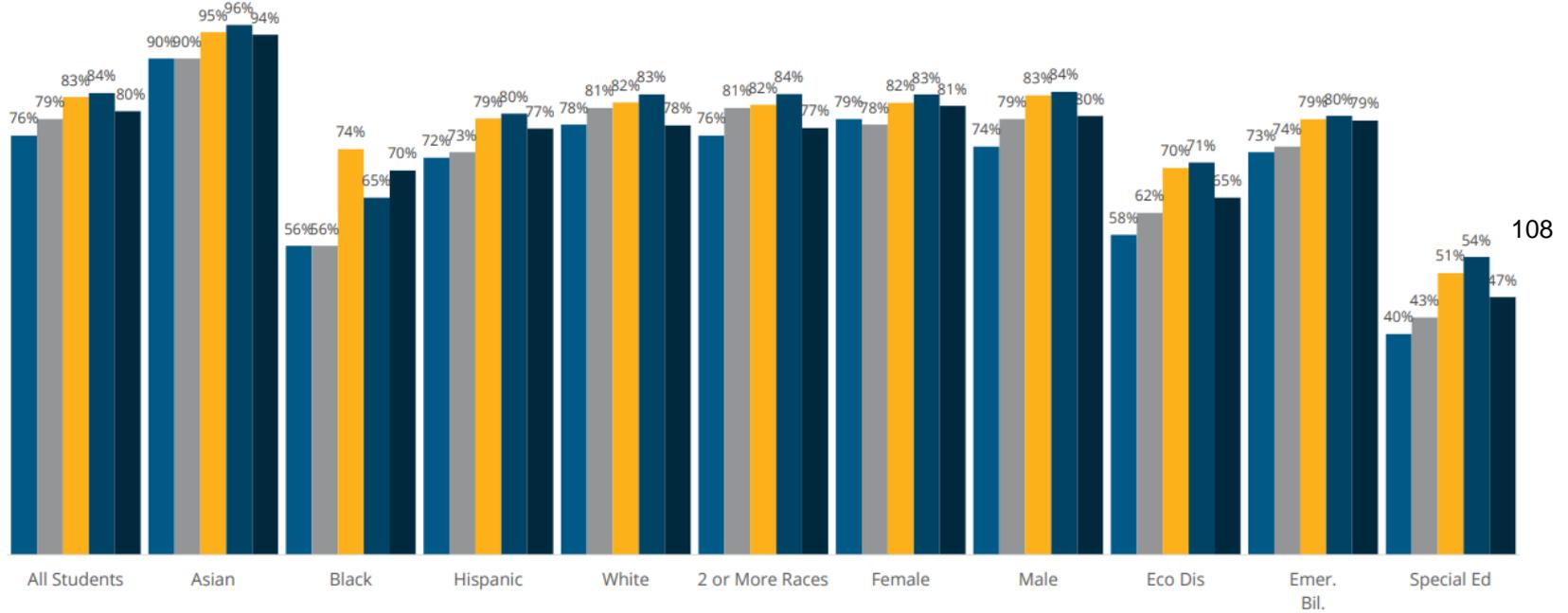


106



LISD % Earning HS Credit in MS (Gr 8)

■ 20-21 ■ 21-22 ■ 22-23 ■ 23-24 ■ 24-25



108

“

These sessions encourage not only personal growth but also the growth of our collective mindset as we strive to build more inclusive and empathetic communities. During my Master's classes, I had the chance to learn more about cultural competency and really loved reflecting on my own actions and thoughts. I was hopeful that my learning would be able to continue in real-world experiences and through these sessions it has. I also find it meaningful for all staff to be part of these sessions as we all self-assess, reflect, and grow together.

”

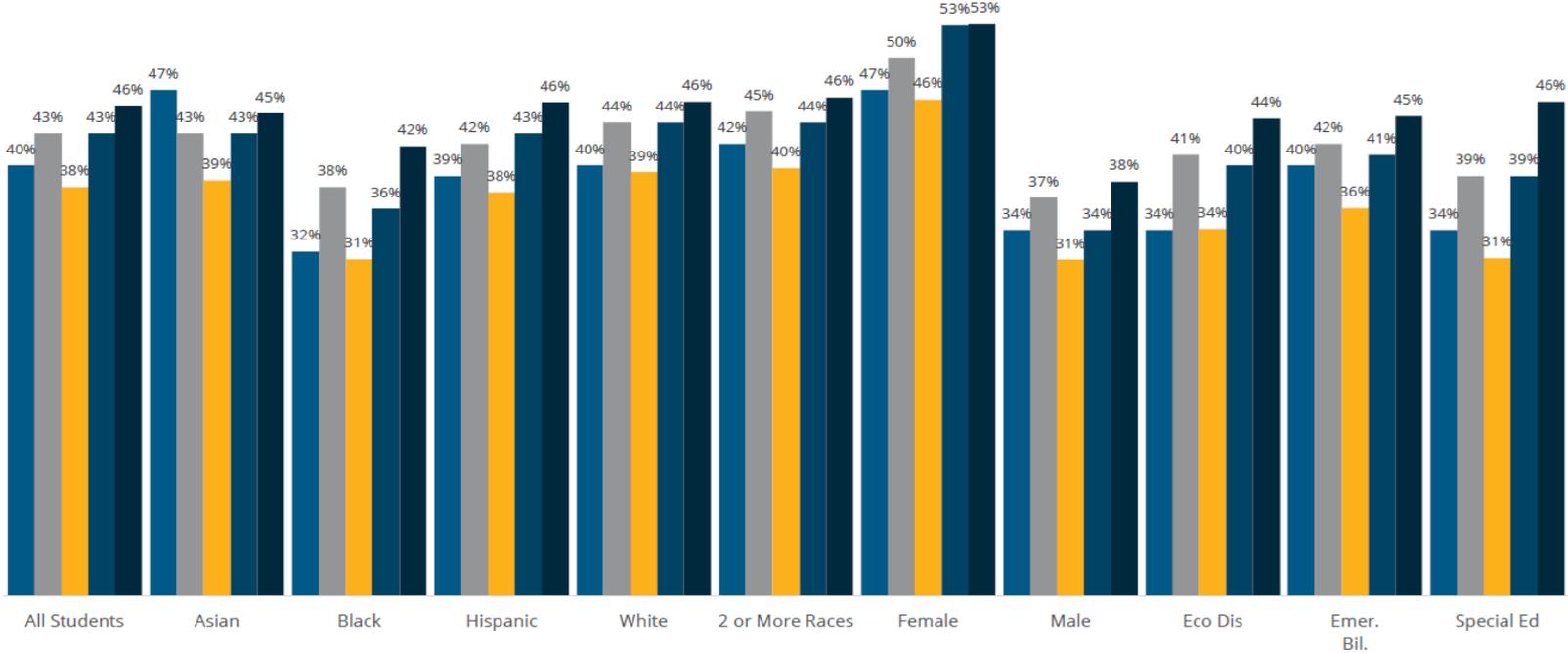
- Campus Teacher



110

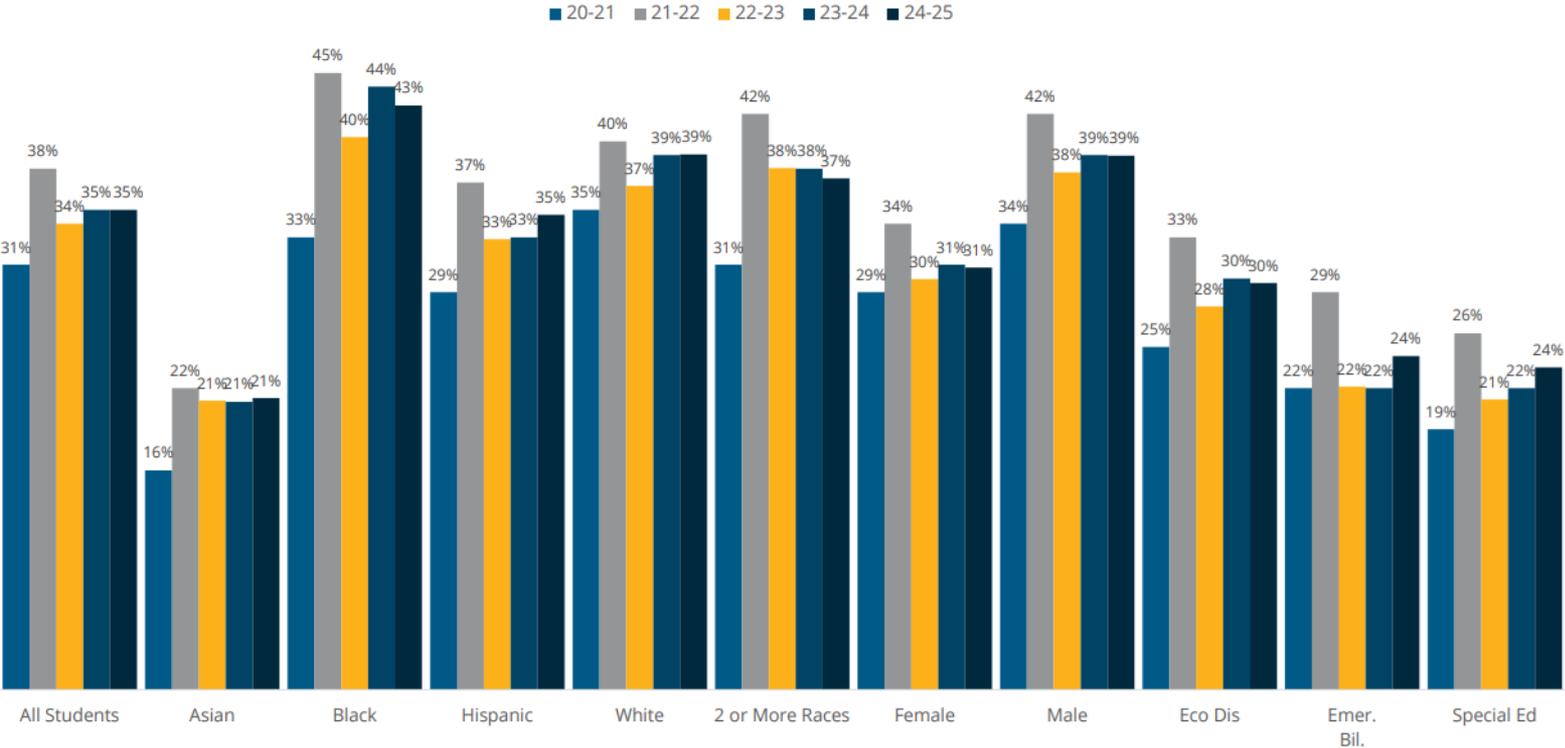
LISD % Enrolled in Fine Arts Course UIL-Aligned or Year 2 or Higher, Grades 6-12

■ 20-21 ■ 21-22 ■ 22-23 ■ 23-24 ■ 24-25

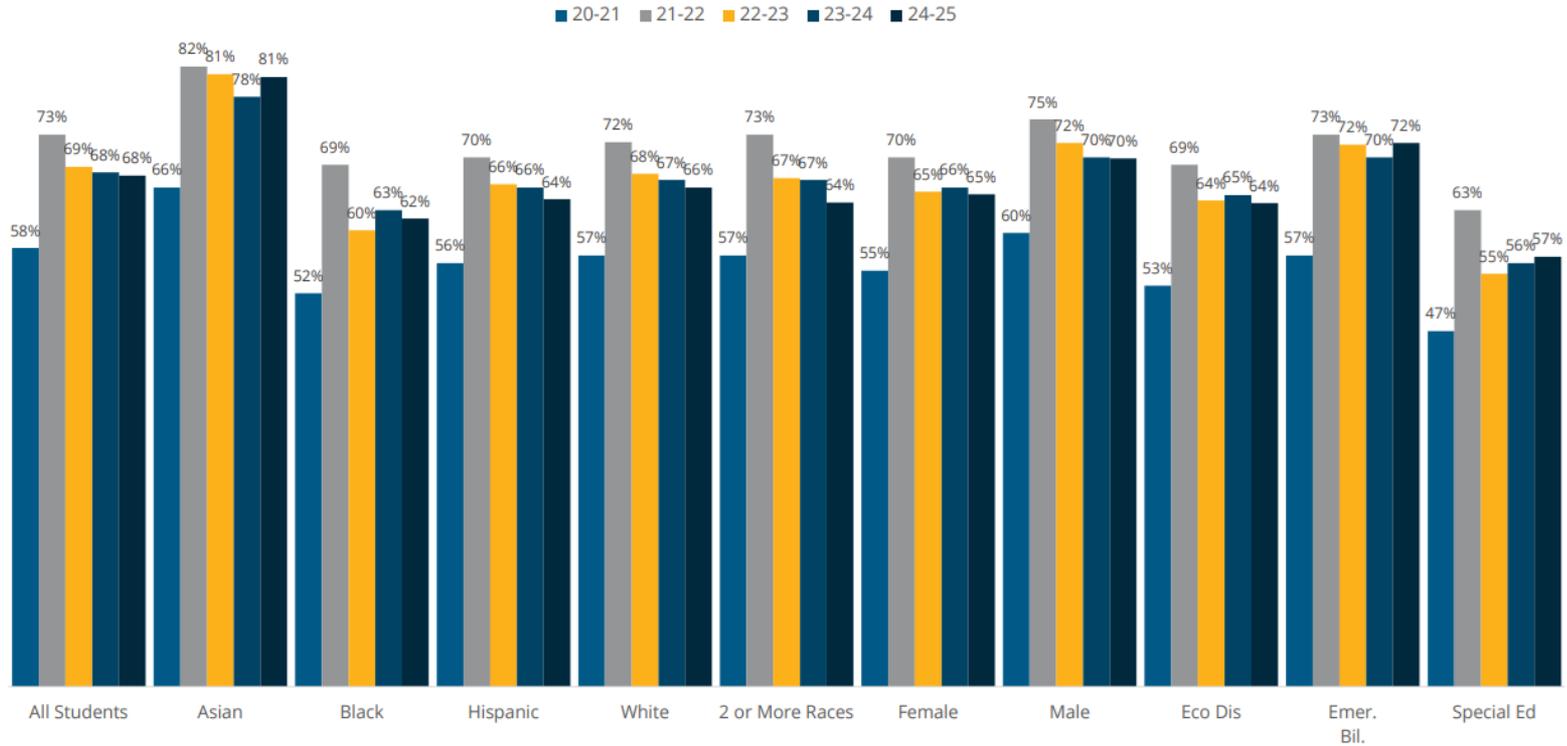


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LISD % Enrolled in Athletics Course Grades 7-12

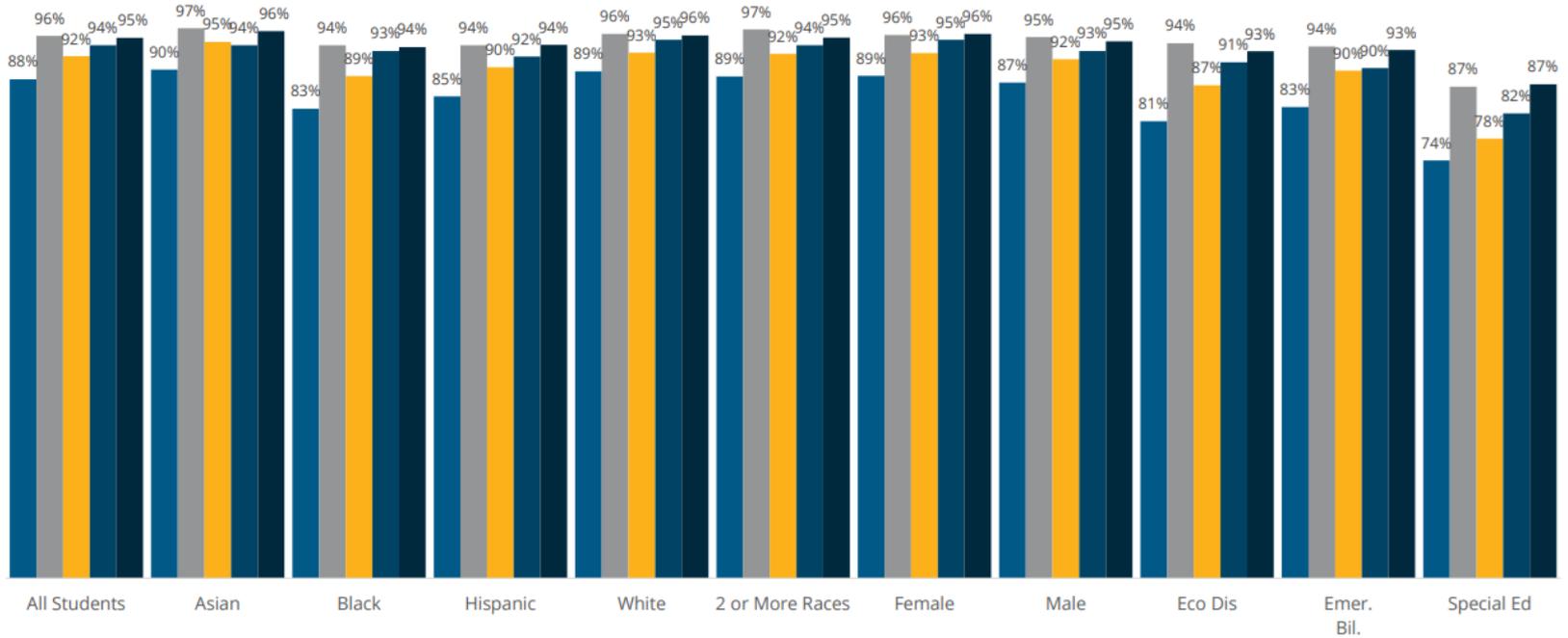


LISD % Enrolled in Career Technical or Aligned Course Grades 7-12



LISD % Enrolled Fine Arts, Athletics, OR CTE Course, Grades 7-12

■ 20-21 ■ 21-22 ■ 22-23 ■ 23-24 ■ 24-25



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“

I cannot explain how impactful this session was in helping me understand the current state of our educational system and how to lead through it.

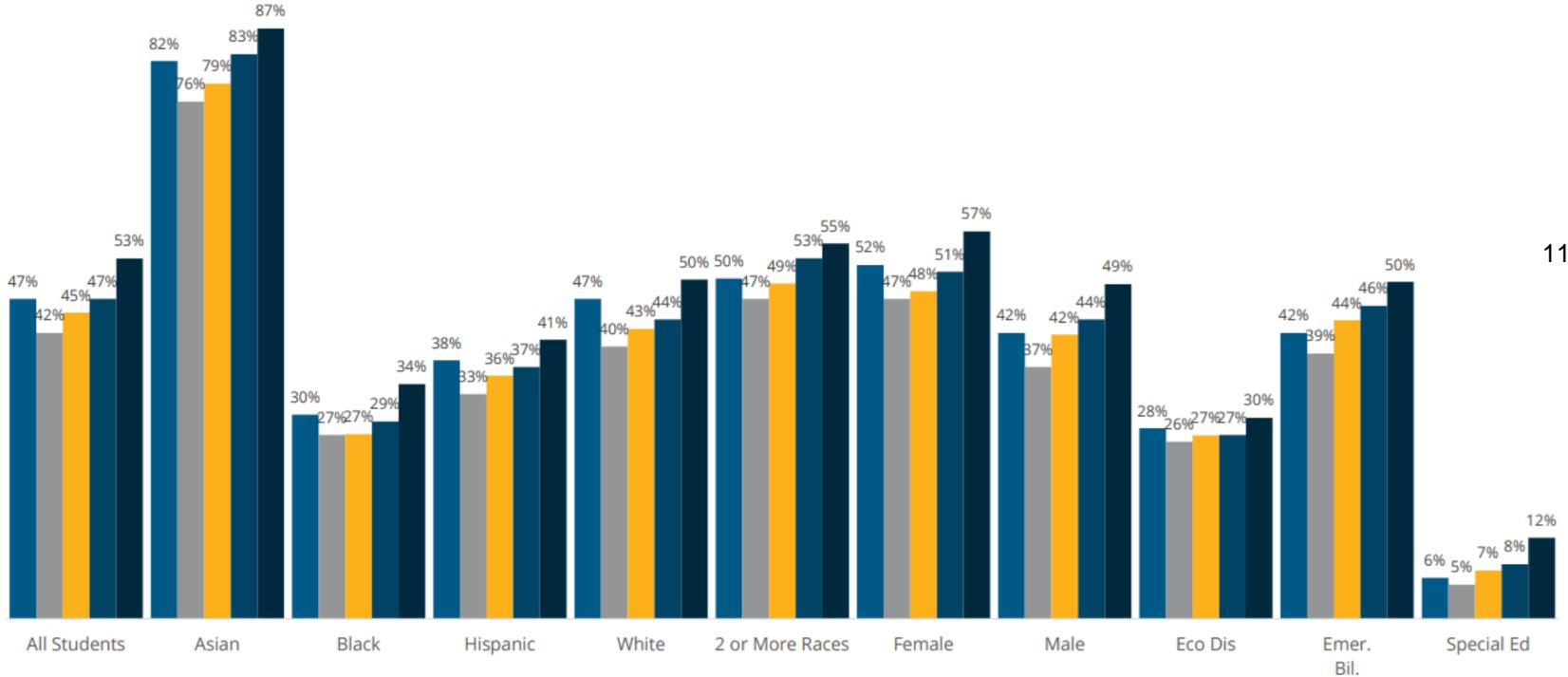
115

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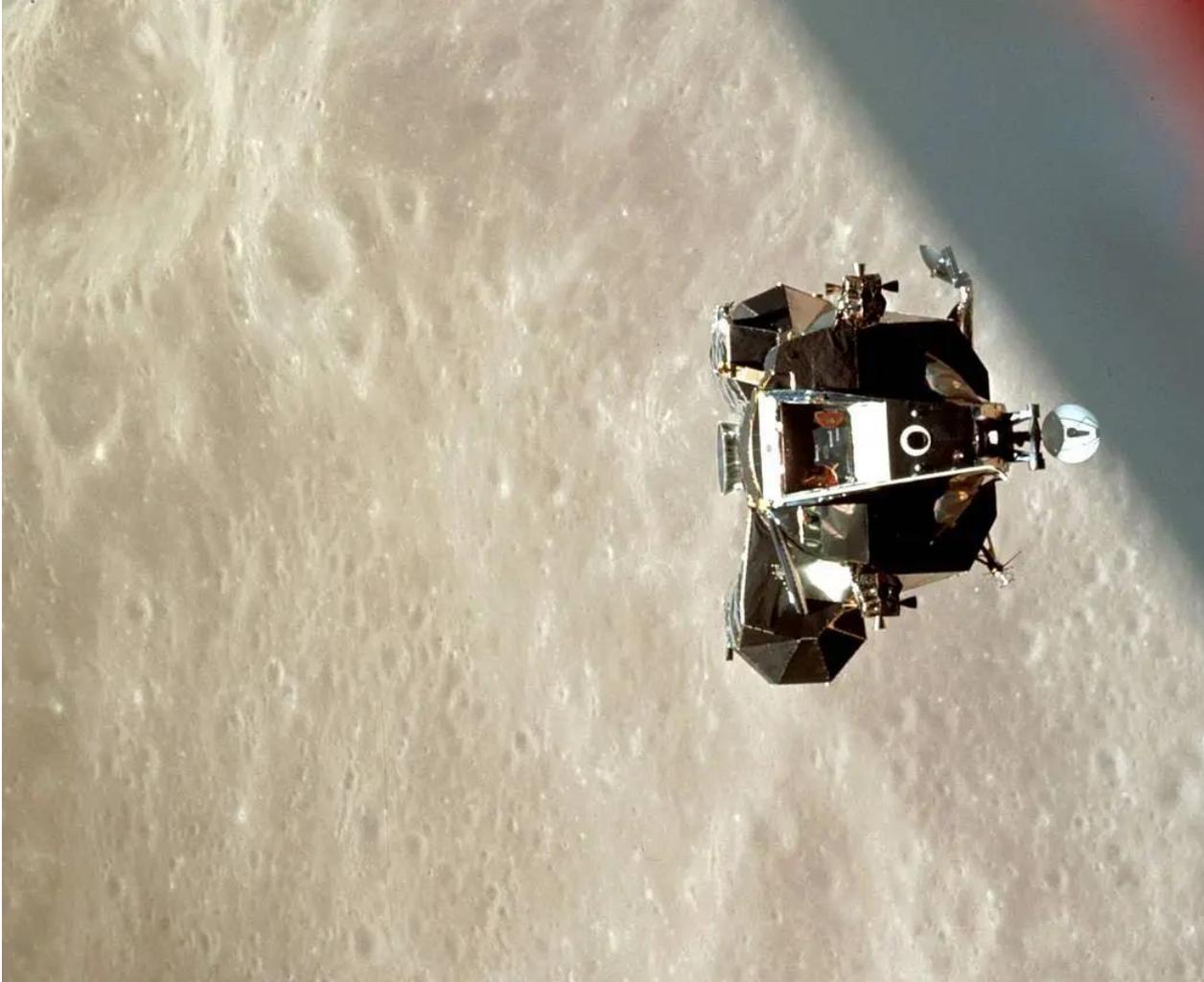
- Campus Administrator

LISD % in one or more AP/IB/Dual Credit Courses (Gr 9-12)

■ 20-21 ■ 21-22 ■ 22-23 ■ 23-24 ■ 24-25



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Looking Ahead

Annual cultural competency survey dropped on January 13th

MLK Day podcast published

February 18th - Title 1 Principals will receive Marginal Visibility presentation

OEA Educational Ambassador meeting on January 29th

Campus and Department engagements will continue
(Human Resources, Transportation, Special Programs,
Instructional Coaches)



Mindset



19

[Video Link](#)



DISCUSSION

Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, January 23, 2025

Agenda Item: Discussion of 2025-2026 and 2026-2027 Academic Calendars
Purpose: Discussion Item/Report Only Action Requested
Action Requested: February 13, 2025
Administrator Responsible: Angela Hodges, M.Ed., Area Superintendent
Attachments: 2025-2026 and 2026-2027 Academic Calendars Presentation
2025-2026 Academic Calendar Draft Version A
2025-2026 Academic Calendar Draft Version B
2025-2026 Academic Calendar Draft Version C
2026-2027 Academic Calendar Draft Version A
2026-2027 Academic Calendar Draft Version B
2026-2027 Academic Calendar Draft Version C

Background Information:

The purpose of this presentation is to review the academic calendar development process, share community feedback, and present the administrative recommendation for the 2025-2026 and 2026-2027 academic calendars.

Administrative Recommendation:

Approval of the 2025-2026 Academic Calendar and acceptance of the 2026-2027 Draft Academic Calendar will be sought at the February 13, 2025, Regular Board meeting.

Sample Motion:

N/A



January 23, 2025

Discussion of 2025-2026 and 2026-2027 Academic Calendars



Purpose

- Review the 2025-2026 academic calendar development process
- Summarize feedback from stakeholders
- Discuss administrative recommendation
- Review proposed 2026-2027 academic calendar

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SEPT 25
SSAC (STUDENTS)



OCT 8
ASST PRINCIPALS
& DOIS



OCT 16-DEC 3
COMMUNITY
SURVEY



OCT 28
SHAC



NOV 4
COMMUNITY LISTENING
SESSION



NOV 11
COMMUNITY LISTENING
SESSION



NOV 14
DWEIC



DEC 3
PRINCIPALS



DEC 9
CABINET



DEC 17- JAN 7
ADDITIONAL SURVEY WITH 3
CALENDAR OPTIONS



JAN 23
RECOMMENDATION
TO THE
BOARD OF TRUSTEES



FEB 13
BOARD
APPROVAL



Stakeholder Representation

Students

Teachers

Families

Trustees

Community Members

Principals & Assistant Principals

District Staff

Attributes of Current Calendar

- 172 student days
- 187 teacher days
- Short first week (Wednesday start)
- Fall Break is one entire school week off
- Winter break
- Winter break is two entire school weeks off starting Monday
- Early release day at the end of each semester
- Last day of school before Memorial Day weekend
- Spring break aligned with UT and ACC*. *If UT is different, then it must align with ACC*

Statutory Guidelines

- Requires teachers to work a minimum of 187 days (Texas Education Code - § 21.40)
- Requires school districts to provide at least 75,600 operational minutes¹²⁶ (Texas Education Code - § 25.081)
- Allows districts to incorporate additional minutes into the calendar equivalent to 2 bad weather days (Texas Education Code - § 25.0851)
- Allows districts to create a plan for flexibility with school start date (Texas Education Code - § 12A.003)
- No School on Memorial Day (House Bill 441)



Survey Feedback Summary- 1,617 respondents

| Attributes Surveyed | % Strongly Agree/Agree | % Neutral | % Strongly Disagree/Disagree |
|-------------------------------------|------------------------|------------|------------------------------|
| Short first week of School | 83% | 11% | 5% |
| Full week for Fall Break | 90% | 5% | 5% |
| Two full weeks for Winter Break | 95% | 2% | 2% |
| One week for Spring Break | 96% | 2% | 2% |
| Early Release December and May | 82% | 14% | 5% |
| Last Day before Memorial Day | 81% | 15% | 3% |

Trend Data for Qualitative Feedback

- **A need for additional staff days off**
 - Across all stakeholder groups, there was a strong desire to embed additional breaks for staff. The strongest recommendation was to add a break to October.
- **Parent-Teacher conference day**
 - 76% of surveyed teachers and campus staff want to keep parent-teacher conferences in October.
- **Alignment of student days off with family needs**
 - Shifting October teacher professional development day to October 20th.

128

A group of people, including some wearing hard hats, are walking across a dirt-covered construction site. In the background, a large, multi-story building is under construction, with visible brickwork and structural elements. The entire scene is overlaid with a semi-transparent orange filter.

ADMINISTRATION RECOMMENDATION

129

Version
A
29%

| July 2025 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| August 2025 | | | | | | |
|-------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| September 2025 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

| October 2025 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |

| November 2025 | | | | | | |
|---------------|----|--------------|----|----|----|----|
| S | M | T | W | Th | F | S |
| 2 | 3 | Election Day | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| December 2025 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | ER | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

130

| January 2026 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| February 2026 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | | | | | | |

| March 2026 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| April 2026 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

| May 2026 | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | ER | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| June 2026 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

Version
B
21%

July 2025

| S | M | T | W | Th | F | S |
|----|----|----|----|----|----|----|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

August 2025

| S | M | T | W | Th | F | S |
|----|----|----|----|----|----|----|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

September 2025

| S | M | T | W | Th | F | S |
|----|----|----|----|----|----|----|
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

October 2025

| S | M | T | W | Th | F | S |
|----|----|----|----|----|----|----|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |

November 2025

| S | M | T | W | Th | F | S |
|----|----|--------------|----|----|----|----|
| 2 | 3 | Election Day | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

December 2025

| S | M | T | W | Th | F | S |
|----|----|----|----|----|----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | ER | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

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January 2026

| S | M | T | W | Th | F | S |
|----|----|----|----|----|----|----|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

February 2026

| S | M | T | W | Th | F | S |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | | | | | | |

March 2026

| S | M | T | W | Th | F | S |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

April 2026

| S | M | T | W | Th | F | S |
|----|----|----|----|----|----|----|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

May 2026

| S | M | T | W | Th | F | S |
|----|----|----|----|----|----|----|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | ER | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

June 2026

| S | M | T | W | Th | F | S |
|----|----|----|----|----|----|----|
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

Version
C

50%

| July 2025 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| August 2025 | | | | | | |
|-------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| September 2025 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

| October 2025 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |

| November 2025 | | | | | | |
|---------------|----|------------------|----|----|----|----|
| S | M | T | W | Th | F | S |
| 2 | 3 | Electio n Day | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| December 2025 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | ER | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

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| January 2026 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| February 2026 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | | | | | | |

| March 2026 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| April 2026 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

| May 2026 | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | ER | 30 |

| June 2026 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

| Version A | Version B | Version C |
|---|--|---|
| Short first week (Wednesday Start) | Short first week (Tuesday start) | Short first week (Wednesday Start) |
| | Student & staff holiday October 17th, staff PD 10/20 | Student & staff holidays: October 16th & 17th, staff PD 10/20; February 12th & 13th, staff PD 2/16 |
| Last day of school before Memorial Day | Last day of school before Memorial Day, Teacher PL day the day after Memorial Day | Last day of school May 29th (one week later) |
| October PD adjusted to better meet the needs of our families and staff (Oct 20th) | October PD adjusted to better meet the needs of our families and staff (Oct 20th) | October PD adjusted to better meet the needs of our families and staff (Oct 20th) 133 |
| Fall break - 1 full week | Fall break - 1 full week | Fall break - 1 full week |
| Winter break - 2 full weeks | Winter break - 2 full weeks | Winter break - 2 full weeks |
| Early release day at end of each semester | Early release day at end of each semester | Early release day at end of each semester |
| 172 student days/187 teacher days | 172 student days/187 teacher days | 172 student days/187 teacher days |
| Spring break aligned with UT & ACC | Spring break aligned with UT & ACC | Spring break aligned with UT & ACC |



Survey 2 Feedback Summary- 2,786 respondents

| Attributes Surveyed | Option A | Option B | Option C |
|-------------------------|----------|----------|----------|
| All | 29% | 21% | 50% |
| Students (19%) | 34% | 30% | 36% |
| Staff (48%) | 30% | 16% | 54% |
| Parents (46%) | 26% | 21% | 53% |
| Business/Community (7%) | 23% | 18% | 59% |

134

**Percentage of stakeholders in each group equal more than 100% as some checked more than one category*



Survey 2 Feedback about Version A- 29% (774 comments)

Plus

A significant number of respondents emphasized the importance of **ending the school year before Memorial Day**, citing alignment with family commitments, summer activities, and mental closure for students and staff.

Many respondents appreciated that Option A closely mirrors the current calendar. **The familiarity reduces the need for adjustment** and maintains routines for staff, students, and families.

Some respondents expressed **concerns about the calendar not aligning** with neighboring districts, complicating childcare and family logistics.

Respondents **valued the consistent school schedule** and noted that short weeks or extra breaks disrupt learning routines, particularly in high school settings.

Delta

A **prominent concern was the long stretch from Labor Day to Thanksgiving** without meaningful breaks for staff and students, contributing to burnout, especially for teachers.

Many highlighted the need for **embedded breaks** during the semester to support teacher mental health and productivity, particularly in challenging months like **October and February**.

For many, Option A was a "safe" second choice, with a preference for other options that provided more breaks (e.g., Options B or C), albeit with hesitation about extending the school year past Memorial Day



Survey 2 Feedback about Version B- 21% (737 comments)

| Plus | Delta |
|---|---|
| <p>The additional <u>October holiday and maintaining the student end date before Memorial Day</u> were widely praised, making Version B a preferred choice for some respondents.</p> | <p>The <u>single workday for staff after Memorial Day was overwhelmingly viewed as unproductive and unnecessary</u> for educators. Many felt it would lead to low attendance, with staff using PTO or completing tasks prior to the holiday.</p> |
| | <p>The <u>earlier start on Tuesday, August 12, was criticized for reducing summer break</u> and for requiring significant adjustments to pre-school year schedules.</p> |
| | <p>While the October break was appreciated, many <u>noted the absence of similar breaks in the spring semester</u>, particularly in February, which they felt was another high-burnout period.</p> |
| <p>Version B is often viewed as a middle-ground solution but lacks the broader satisfaction seen in more balanced proposals like Version C.</p> | |



Survey 2 Feedback about Version C- 50% (1,052 comments)

| Plus | Delta |
|---|---|
| <p>The <u>long weekends and additional time off are appealing</u> for both students and staff.</p> | <p><u>Ending after Memorial Day is a drawback</u> for many families and staff. Families may struggle with attendance after Memorial Day due to pre-planned vacations, impacting learning and attendance rates.</p> |
| <p>Families shared the October and February breaks would <u>provide opportunities for families to travel during off-peak times</u>, allowing for better quality time together.</p> | <p><u>Working parents may face challenges with childcare</u> during extended weekends or breaks, especially in February.</p> |
| <p><u>Starting mid-week</u> and ending the <u>last week of school with a short week</u> is appreciated.</p> | <p>Extended school year and embedded breaks <u>might negatively affect students and teachers involved in extracurricular activities.</u></p> |



Operational Minutes

| Level | Minutes per Day | Total Minutes |
|--------------------|------------------------|----------------------|
| Elem/Middle School | 435 | 76,530 |
| High School | 440 | 77,380 |

138

*State Requirement: 75,600



DRAFT: 2026-2027 LISD District Calendar

2026-2027 Proposed Calendar - Version A

| July 2026 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |

| August 2026 | | | | | | |
|-------------|----|----|----|----|----|-----|
| S | M | T | W | Th | F | S |
| 2 | 3 | 4 | 5 | 6 | 7 | 1/8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| September 2026 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

| October 2026 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| November 2026 | | | | | | | |
|---------------|----|--------------|----|----|----|----|---|
| S | M | T | W | Th | F | S | |
| 1 | 2 | Election Day | | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 | |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | |
| 29 | 30 | | | | | | |

| December 2026 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | ER | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | 1 | 2 |

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| January 2027 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| February 2027 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | | | | | | |

| March 2027 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| April 2027 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

| May 2027 | | | | | | |
|----------|----|----|----|----|----|-----|
| S | M | T | W | Th | F | S |
| 2 | 3 | 4 | 5 | 6 | 7 | 1/8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | ER | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| June 2027 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |



2026-2027 Proposed Calendar - Version B

DRAFT: 2026-2027 LISD District Calendar

| July 2026 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |

| August 2026 | | | | | | |
|-------------|----|----|----|----|----|-----|
| S | M | T | W | Th | F | S |
| 2 | 3 | 4 | 5 | 6 | 7 | 1/8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| September 2026 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

| October 2026 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| November 2026 | | | | | | |
|---------------|----|--------------|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | Election day | | 4 | 5 | 6 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| December 2026 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | ER | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| January 2027 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| February 2027 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | | | | | | |

| March 2027 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| April 2027 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

| May 2027 | | | | | | |
|----------|----|----|----|----|----|-----|
| S | M | T | W | Th | F | S |
| 2 | 3 | 4 | 5 | 6 | 7 | 1/8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | ER | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| June 2027 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |



DRAFT: 2026-2027 LISD District Calendar

2026-2027 Proposed Calendar- Version C

| July 2026 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |

| August 2026 | | | | | | |
|-------------|----|----|----|----|----|-----|
| S | M | T | W | Th | F | S |
| 2 | 3 | 4 | 5 | 6 | 7 | 1/8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| September 2026 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

| October 2026 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| November 2026 | | | | | | |
|---------------|----|---------------|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | Education Day | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| December 2026 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | ER | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | 1 | 2 |

| January 2027 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| February 2027 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | | | | | | |

| March 2027 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| April 2027 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

| May 2027 | | | | | | |
|----------|----|----|----|----|----|-----|
| S | M | T | W | Th | F | S |
| 2 | 3 | 4 | 5 | 6 | 7 | 1/8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | ER | 29 |
| 30 | 31 | | | | | |

| June 2027 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |



DISCUSSION

THANK YOU!

143

DRAFT: 2025-2026 LISD District Calendar: Version A

| July 2025 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| August 2025 | | | | | | |
|-------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| September 2025 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

| October 2025 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |

| November 2025 | | | | | | |
|---------------|----|------------------|----|----|----|----|
| S | M | T | W | Th | F | S |
| 2 | 3 | Electio n Day | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| December 2025 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | ER | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| January 2026 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| February 2026 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | | | | | | |

| March 2026 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| April 2026 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

| May 2026 | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | ER | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| June 2026 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

Day Count

| | |
|--------------------|-----|
| Teacher Days | 187 |
| Student Days | 172 |
| Staff Dev Days | 15 |
| Early Release Days | 2 |

Important Dates

| | |
|--------------------------------------|----------------|
| First Day of School | Aug 13 |
| Student/Staff Holiday | Sept 1 |
| Staff Development/No School | Sept 22 |
| Staff Development/No School | Oct 20 |
| Staff Development/No School | Nov 3-4 |
| Fall Break - Student/Staff Holiday | Nov 24-28 |
| Winter Break - Student/Staff Holiday | Dec 22 - Jan 2 |
| Staff Development/No School | Jan 5 |
| Student/Staff Holiday | Jan 19 |
| Staff Development/No School | Feb 16 |
| Spring Break - Student/Staff Holiday | March 16-20 |
| Staff Development/No School | Mar 23 |
| Staff/Student Holiday | April 3 |
| Staff Development/No School | April 6 |
| Last Day of School | May 22 |

UT/ACC Spring Break: anticipated on March 16-20

Key

| | |
|-----------------------------|---|
| Student/Staff Holiday |  |
| Staff Development/No School |  |
| New Teacher Training |  |
| First/Last Day of School |  |
| Early Release | ER |

Anticipated Testing Window

DRAFT: 2025-2026 LISD District Calendar: Version B

| July 2025 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| August 2025 | | | | | | |
|-------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| September 2025 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

| October 2025 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |

| November 2025 | | | | | | |
|---------------|----|------------------|----|----|----|----|
| S | M | T | W | Th | F | S |
| 2 | 3 | Electio n Day | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| December 2025 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | ER | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| January 2026 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| February 2026 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | | | | | | |

| March 2026 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| April 2026 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

| May 2026 | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | ER | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| June 2026 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

Day Count

| | |
|--------------------|-----|
| Teacher Days | 187 |
| Student Days | 172 |
| Staff Dev Days | 15 |
| Early Release Days | 2 |

Important Dates

| | |
|--------------------------------------|----------------|
| First Day of School | Aug 12 |
| Student/Staff Holiday | Sept 1 |
| Staff Development/No School | Sept 22 |
| Student/Staff Holiday | Oct 17 |
| Staff Development/No School | Oct 20 |
| Staff Development/No School | Nov 3-4 |
| Fall Break - Student/Staff Holiday | Nov 24-28 |
| Winter Break - Student/Staff Holiday | Dec 22 - Jan 2 |
| Staff Development/No School | Jan 5 |
| Student/Staff Holiday | Jan 19 |
| Staff Development/No School | Feb 16 |
| Staff Development/No School | Mar 23 |
| Spring Break - Student/Staff Holiday | March 16-20 |
| Staff/Student Holiday | April 3 |
| Staff Development/No School | April 6 |
| Last Day of School | May 23 |
| Staff Development Day | May 26 |

UT/ACC Spring Break: anticipated on March 16-20

Key

| | |
|------------------------------|---|
| Student/Staff Holiday |  |
| Staff Development/ No School |  |
| New Teacher Training |  |
| First/Last Day of School |  |
| Early Release | ER |

Anticipated Testing Window

DRAFT: 2025-2026 LISD District Calendar: Version C

| July 2025 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| August 2025 | | | | | | |
|-------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| September 2025 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

| October 2025 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |

| November 2025 | | | | | | |
|---------------|----|------------------|----|----|----|----|
| S | M | T | W | Th | F | S |
| 2 | 3 | Electio n Day | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| December 2025 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | ER | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| January 2026 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| February 2026 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | | | | | | |

| March 2026 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| April 2026 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

| May 2026 | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | ER | 30 |

| June 2026 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

Day Count

| | |
|--------------------|----|
| Teacher Days | 15 |
| Student Days | 0 |
| Staff Dev Days | 15 |
| Early Release Days | 2 |

Important Dates

| | |
|--------------------------------------|----------------|
| First Day of School | Aug 13 |
| Student/Staff Holiday | Sept 1 |
| Staff Development/No School | Sept 22 |
| Student/Staff Holiday | Oct 16-17 |
| Staff Development/No School | Oct 20 |
| Staff Development/No School | Nov 3-4 |
| Fall Break - Student/Staff Holiday | Nov 24-28 |
| Winter Break - Student/Staff Holiday | Dec 22 - Jan 2 |
| Staff Development/No School | Jan 5 |
| Student/Staff Holiday | Jan 19 |
| Staff/Student Holiday | Feb 12-13 |
| Staff Development/No School | Feb 16 |
| Staff Development/No School | Mar 23 |
| Spring Break - Student/Staff Holiday | March 16-20 |
| Staff/Student Holiday | April 3 |
| Staff Development/No School | April 6 |
| Staff/Student Holiday | May 25 |
| Last Day of School | May 29 |

*UT/ACC Spring Break: anticipated on March 16-20;
ACC Summer Sessions starts June 1st*

Key

| | |
|------------------------------|---|
| Student/Staff Holiday |  |
| Staff Development/ No School |  |
| New Teacher Training |  |
| First/Last Day of School |  |
| Early Release | ER |

Anticipated Testing Window

DRAFT: 2026-2027 LISD District Calendar: Version A

| July 2026 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |

| August 2026 | | | | | | |
|-------------|----|----|----|----|----|-----|
| S | M | T | W | Th | F | S |
| 2 | 3 | 4 | 5 | 6 | 7 | 1/8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| September 2026 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

| October 2026 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| November 2026 | | | | | | |
|---------------|----|--------------|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | Election day | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| December 2026 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | ER | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | 1 | 2 |

| January 2027 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| February 2027 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | | | | | | |

| March 2027 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| April 2027 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

| May 2027 | | | | | | |
|----------|----|----|----|----|----|-----|
| S | M | T | W | Th | F | S |
| 2 | 3 | 4 | 5 | 6 | 7 | 1/8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | ER | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| June 2027 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

Day Count

| | |
|------------------------|----|
| Teacher Days | 15 |
| Student Days | 0 |
| Staff Development Days | 15 |
| Early Release Days | 2 |

Important Dates

| | |
|--------------------------------------|--------------|
| First Day of School | Aug 12 |
| Student/Staff Holiday | Sept 7 |
| Staff Development/No School | Sept 28 |
| Staff Development/No School | Oct 19 |
| Staff Development/No School | Nov 2-3 |
| Fall Break - Student/Staff Holiday | Nov 23-27 |
| Winter Break - Student/Staff Holiday | Dec 21-Jan 1 |
| Staff Development/No School | Jan 4 |
| Student/Staff Holiday | Jan 18 |
| Staff Development/No School | Feb 15 |
| Spring Break - Student/Staff Holiday | Mar 15-19 |
| Staff/Student Holiday | Mar 26 |
| Staff Development/No School | Mar 29 |
| Staff Development/No School | Apr 12 |
| Last Day of School | May 21 |

UT/ACC Spring Break: anticipated on March 15-19

Key

| | |
|-----------------------------|--|
| Student/Staff Holiday | |
| Staff Development/No School | |
| New Teacher Training | |
| First/Last Day of School | |
| Early Release | |

ER

DRAFT: 2026-2027 LISD District Calendar: Version B

| July 2026 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |

| August 2026 | | | | | | |
|-------------|----|----|----|----|----|-----|
| S | M | T | W | Th | F | S |
| 2 | 3 | 4 | 5 | 6 | 7 | 1/8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| September 2026 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

| October 2026 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| November 2026 | | | | | | |
|---------------|----|--------------|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | Election day | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| December 2026 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | ER | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| January 2027 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| February 2027 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | | | | | | |

| March 2027 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| April 2027 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

| May 2027 | | | | | | |
|----------|----|----|----|----|----|-----|
| S | M | T | W | Th | F | S |
| 2 | 3 | 4 | 5 | 6 | 7 | 1/8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | ER | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| June 2027 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

Day Count

| | |
|------------------------|-----|
| Teacher Days | 187 |
| Student Days | 172 |
| Staff Development Days | 15 |
| Early Release Days | 2 |

Important Dates

| | |
|--------------------------------------|---------------|
| First Day of School | Aug 11 |
| Student/Staff Holiday | Sept 7 |
| Staff Development/No School | Sept 28 |
| Student/Staff Holiday | Oct 16 |
| Staff Development/No School | Oct 19 |
| Staff Development/No School | Nov 2-3 |
| Fall Break - Student/Staff Holiday | Nov 23-27 |
| Winter Break - Student/Staff Holiday | Dec 21-Jan 1 |
| Staff Development/No School | Jan 4 |
| Student/Staff Holiday | Jan 18 |
| Staff Development/No School | Feb 15 |
| Spring Break - Student/Staff Holiday | Mar 15-19 |
| Staff/Student Holiday | Mar 26 |
| Staff Development/No School | Mar 29 |
| Staff Development/No School | Apr 12 |

UT/ACC Spring Break: anticipated on
March 15-19

Key

| | |
|-----------------------------|-----------|
| Student/Staff Holiday | |
| Staff Development/No School | |
| New Teacher Training | |
| First/Last Day of School | |
| Early Release | ER |

Anticipated Testing Window

Last Day of School
Staff Development Day

May 21
May 24

DRAFT: 2026-2027 LISD District Calendar Version C

| July 2026 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |

| August 2026 | | | | | | |
|-------------|----|----|----|----|----|-----|
| S | M | T | W | Th | F | S |
| 2 | 3 | 4 | 5 | 6 | 7 | 1/8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| September 2026 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

| October 2026 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| November 2026 | | | | | | |
|---------------|----|--------------|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | Election day | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| December 2026 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | ER | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | 1 | 2 |

| January 2027 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| February 2027 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | | | | | | |

| March 2027 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| April 2027 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

| May 2027 | | | | | | |
|----------|----|----|----|----|----|-----|
| S | M | T | W | Th | F | S |
| 2 | 3 | 4 | 5 | 6 | 7 | 1/8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | ER | 29 |
| 30 | 31 | | | | | |

| June 2027 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

Day Count

| | |
|------------------------|----|
| Teacher Days | 15 |
| Student Days | 0 |
| Staff Development Days | 15 |
| Early Release Days | 2 |

Important Dates

| | |
|--------------------------------------|-----------------|
| First Day of School | April 12 |
| Student/Staff Holiday | Sept 7 |
| Staff Development/No School | Sept 28 |
| Student/Staff Holiday | Oct 15-16 |
| Staff Development/No School | Oct 19 |
| Staff Development/No School | Nov 2-3 |
| Fall Break - Student/Staff Holiday | Nov 23-27 |
| Winter Break - Student/Staff Holiday | Dec 21-Jan 1 |
| Staff Development/No School | Jan 4 |
| Student/Staff Holiday | Jan 18 |
| Student/Staff Holiday | Feb 11-12 |
| Staff Development/No School | Feb 15 |
| Spring Break - Student/Staff Holiday | Mar 15-19 |
| Student/Staff Holiday | Mar 26 |
| Staff Development/No School | Mar 29 |
| Staff Development/No School | Apr 12 |
| Last Day of School | May 28 |

UT/ACC Spring Break: anticipated on March 15-19

Key

| | |
|------------------------------|----|
| Student/Staff Holiday | |
| Staff Development/ No School | |
| New Teacher Training | |
| First/Last Day of School | |
| Early Release | ER |

Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, January 23, 2025

Agenda Item: Child Nutrition Services Annual Report
Purpose (this meeting): Discussion Item/Report Only Action Requested
Administrator Responsible: Brandon Evans, M.S., Sr. Executive Director of Facilities & Operations,
Upenda Sibley, Leander ISD Resident District Manager
Attachments: Child Nutrition Services Annual Report Presentation

Background Information:

The purpose of this presentation is to provide the Board of Trustees the annual update on the performance of our food service management company, Southwest Foodservice Excellence.

Administrative Recommendation:

N/A

Sample Motion:

N/A



January 23, 2025

CHILD NUTRITION SERVICES ANNUAL REPORT

PURPOSE

To provide an update on the performance of Leander ISD's food service management company.

153

BEST CHOICE OF FOOD AND CULINARY

154



Best Choice of Food and Culinary

Year to Date Meal Count Totals

- **306,635** Total Student Breakfast Meals thru December 20, 2024
- **1,181,592** Total Student Lunch Meals thru December 20, 2024
- **\$ 1,806,307.80** Total Student A la Carte Sales thru December 20, 2024
- **Total Meals thru December 20, 2024 Year to date: 1,873,367**
- Student participation increase into the program added an additional **\$482,585** in revenue to our budget



Achievement

New recipes offered each quarter. Active monthly taste test around the district.



Trusted Food Quality

Chef's Corner hosted by Chef Frank weekly with team leaders.

PROGRAM GROWTH YEAR OVER YEAR

156



Program Growth Year Over Year

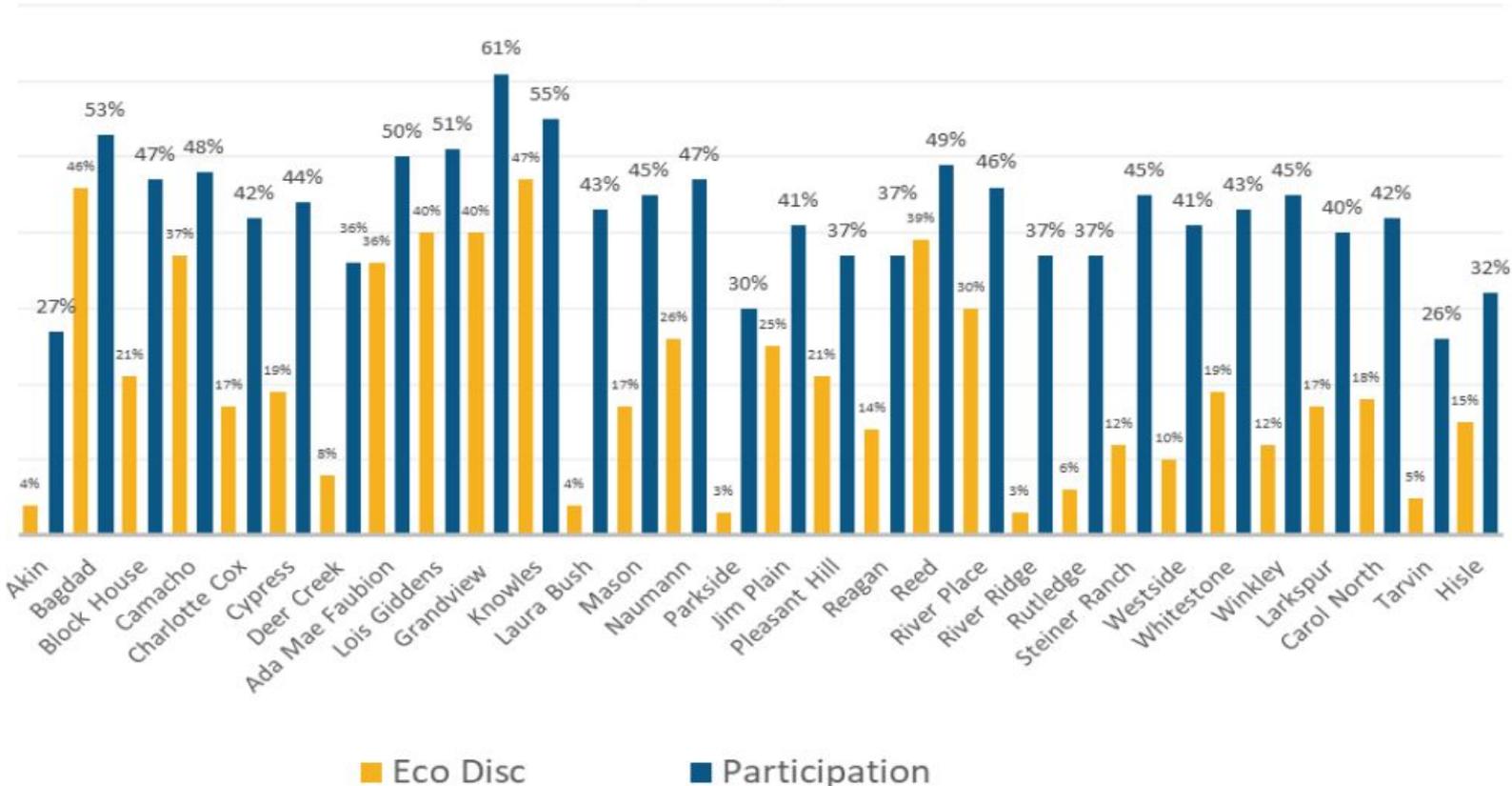
- Across all campuses participation levels are holding very well against the Economically Disadvantaged (ECO DISC) data.
- Net Excess Fund Spend and equipment upgrades included:
 - Smallware for all campuses in need
 - Equipment upgrades across campuses in need of freezer and oven replacements
 - New serving line upgrades for Whitestone and Block House Elementary Schools

157



Program Growth (School Year 2024-2025)

Elementary Participation

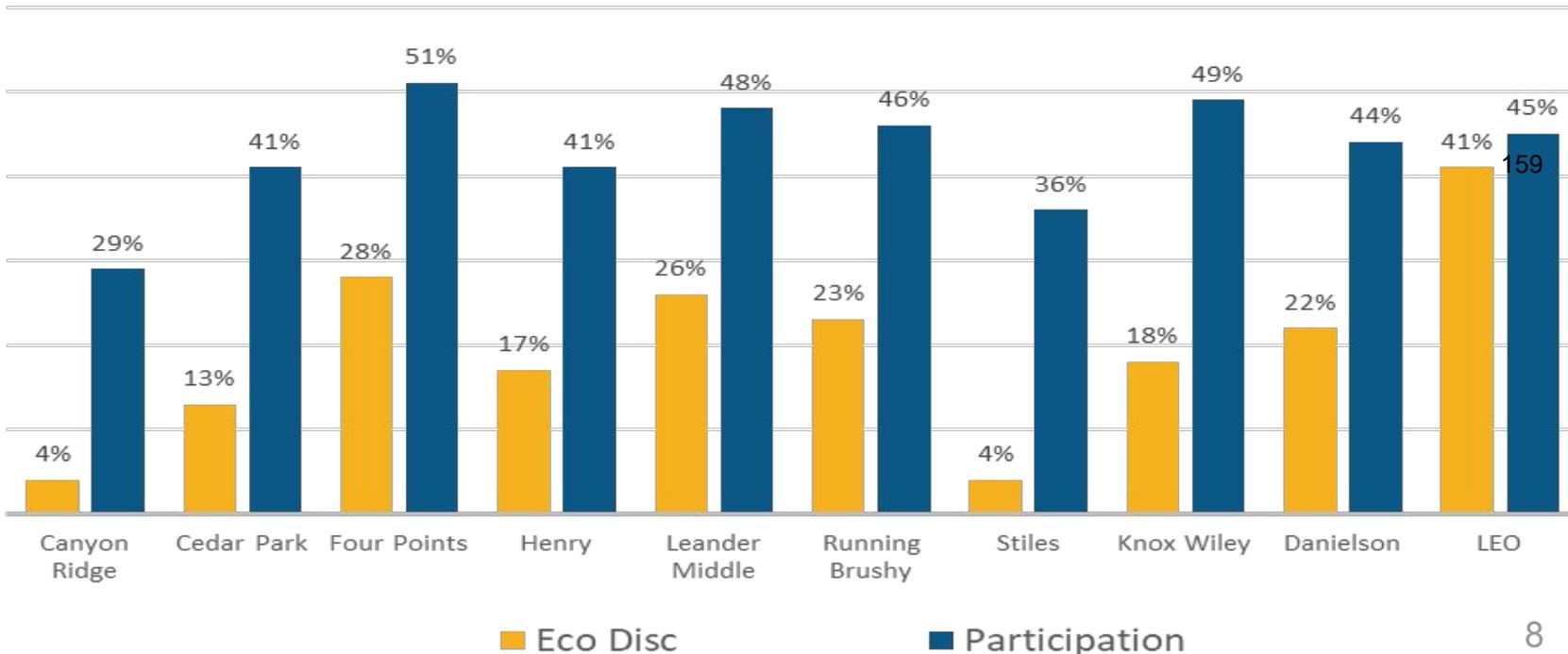


158



Program Growth (School Year 2024-2025)

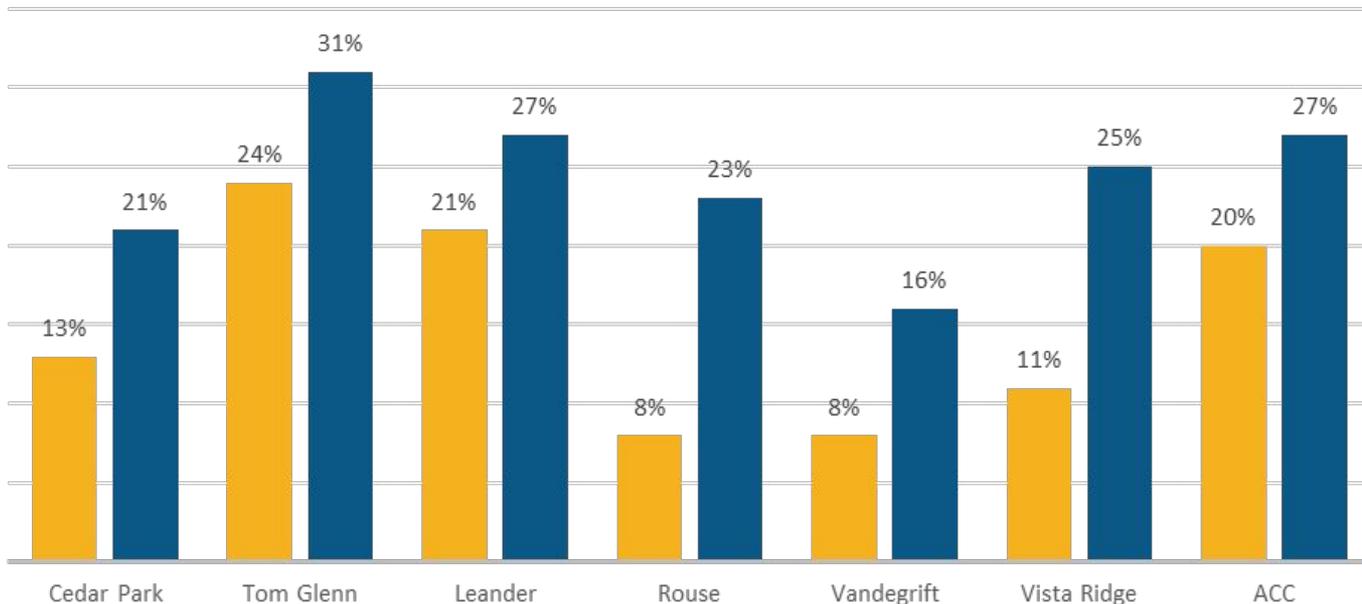
Middle School Participation





Program Growth (School Year 2024-2025)

HS Participation



160

STUDENT EXPERIENCE

161



STUDENT EXPERIENCE

Roving Chef with Chef Frank and DJ Cheetah

Roving Chef is an opportunity to engage students with the food program by combining hands-on culinary training with nutrition education. The lessons provide a fun opportunity for students to develop new skills for independence and ignite an interest in exploring new foods. Roving Chef sets the foundation for students to become empowered eaters promoting lifelong healthy eating habits.





STUDENT EXPERIENCE

Eat the Rainbow

A campus event that consists of booths or tables, outdoors or indoors, where students are given the opportunity to sample fresh fruits, vegetables, and sometimes prepared foods such as roasted veggie pizza or hummus.

163





Student Experience

Great Food with a smile - We continue to gather feedback from students and school administration through surveys to foster continuous program improvement. Our annual Child Nutrition Services (CNS) Report Card survey was sent out to all Principals. We received great feedback on all areas of kitchen operations. The response rate was 39%.



STAFF TRAINING & DEVELOPMENT

165



STAFF TRAINING & DEVELOPMENT

Welcome Back Training

- Conducted All Staff Opening Training August 7-9 for over 200 employees.

Monthly Operation Training

- Bi-Weekly Team Leader Training
- Team Leader and Assistant Team Lead Training on food safety and compliance.

MIT- Training

- Developed a Manager Training Program, in which we **promoted over 20 employees** to Team Lead or Assistant Team Lead positions.
- 100 employees have completed the program to date.



EMPLOYEE APPRECIATION STAFF SPOTLIGHT

167



EMPLOYEE APPRECIATION STAFF SPOTLIGHT

Student Engagement

- Green Bronx Gardens
- Eat the Rainbow Events
- Flavor Fest
- Roving Chef
- Vegetarian Menu Tastings
- Inviting our Principals into the Kitchen

Halloween Costume Contest/Food Cost Awards

- Create your best get-up and pose with your team!
- Vote and award prizes to the best individual costume and team costume
- Food Cost Winner identified monthly

End-of-Year Party

- We cook and serve our dedicated staff and their family members dinner
- Prizes and treats for the kids
- HEB sponsored cake walk



168



ENGAGEMENT & APPRECIATION

169



ENGAGEMENT & APPRECIATION

Monthly Staff Spotlights

- Nominations collected from all CNS staff and voted by office support team.
- Shows appreciation as well as ties in 'The Leander Way' in our every day¹⁷⁰ work.
- Printed copy of Spotlight is signed by all CNS Leaders with words of encouragement, laminated and posted on their kitchen serving line so campus administration and students can partake in this recognition.
- Posted on social media accounts and highlighted in monthly newsletter.

EMPLOYEE APPRECIATION STAFF SPOTLIGHT

CNS LEANDER ISD

EMPLOYEE Spotlight

April has worked in LISD Cafeterias since 2015. She helped open Danielson Middle School and has recently been promoted to Team Leader.

April exudes 'The Leader Way' in how she *Builds* relationships with her administration, students and community. She continuously *Thinks* of creative ways to improve systems in her kitchen. April *Creates* a welcoming environment in the cafeteria, even hanging jerseys and club t-shirts to celebrate the diversity of Danielson's student population.

WHAT BROUGHT YOU TO LISD?
"I left my corporate job at Dell to become a lunch lady where I could be close to my kids and enjoy the school schedule with them."

WHAT DRIVES YOU TO COME TO WORK EACH DAY?
"My Team! They're dedicated and hard-working!"

ANY WORDS YOU LIVE BY?
"Great leaders don't set out to be a leader, they set out to make a difference. It's never about the role, always about the goal."



APRIL RANCIER- DANIELSON MS

April Rancier

CNS LEANDER ISD

EMPLOYEE Spotlight

Trish has worked in LISD Cafeterias since 2021 but has an amazing 27 years in Child Nutrition as a whole! Trish works as a Mobile Team Lead so she gets to make an impact at all of our campuses throughout the district. She exudes 'The Leader Way' in how she *Builds* trust working in multiple kitchens and guiding different teams each day. She *Thinks* of our students first and leads by example. Trish also *Creates* a positive environment by calling students by name and entering every campus with a smile.

WHAT BROUGHT YOU TO LISD?
"An original Austinite, I've moved between states to be close to my family but have been back in Texas for the last few years."

WHAT DRIVES YOU TO COME TO WORK EACH DAY?
"I love what I do! Helping others and seeing the excitement of the kids each day keeps me motivated."

FUN FACT ABOUT YOU?
"My husband and I are full time RV'rs and loving every moment! Feels like I have one foot into retirement."



TRISH MATHENA- MOBILE TEAM LEAD

Trish Mathena

CNS LEANDER ISD

EMPLOYEE Spotlight

Holly has worked in LISD Cafeterias since 2021 and has over 28 years of experience in food service. Holly brings a passion for hospitality from her years working with Marriott as a Food & Beverage Manager. Although her guests have changed from corporate executives to elementary aged students, she continues to give exceptional service to everyone who visits the Steiner Ranch cafeteria. Holly exudes 'The Leader Way' in how she *Builds* relationships with her administration and students. She *Thinks* of creative ways to make the kitchen more efficient and *Creates* opportunities to inject a little fun for the kids, like silly faces on their morning bananas.

WHAT BROUGHT YOU TO LISD?
"After COVID, I was looking for a job with amazing benefits and a work-life balance that would give me more time with my son. LISD checked all those boxes for me."

WHAT DRIVES YOU TO COME TO WORK EACH DAY?
"My Team and our Steiner Students!"

FUN FACT ABOUT YOU?
"I have camped in over 70 state parks in Texas!"



HOLLY MEDINA- ASST. TEAM LEAD STEINER RANCH

Holly Medina

CNS HALLOWEEN COSTUME CONTEST

GVH- Spice Girls



RRE- Snack Bar



COX- Fruit Basket



LISD THANKSGIVING FEAST

Team Reed



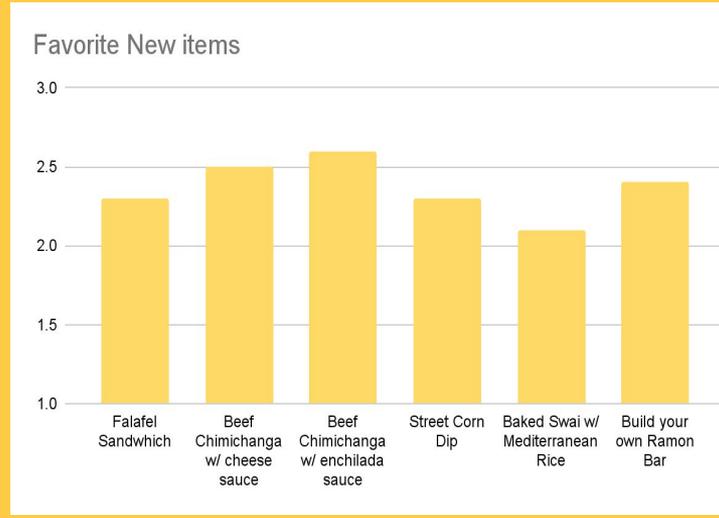
Team Four Points MS



Team Cedar Park HS/Volunteers



FLAVOR FEST DECEMBER 5, 2024



28+ New menu items surveyed by students

THANK YOU



Brandon Evans, M.S.,
Senior Executive
Director of Facilities &
Operations



Ana Tarpley, SFE
Senior Director of
Operations



Upenda Sibley, LISD
Resident District
Manager



Chelsea Parks, LISD
Director of Operations



DISCUSSION

Leander ISD Board Meeting Agenda Item Information

Meeting Date: January 23, 2025

| | |
|-----------------------------------|---|
| Agenda Item: | Consider Approval of the Bond Oversight Committee Recommendation to Reallocate Bond Funds to Cedar Park High School Modernization Project |
| Purpose: | <input type="checkbox"/> Discussion Item/Report Only <input checked="" type="checkbox"/> Action Requested |
| Administrator Responsible: | Jeremy Trimble M.Arch, Chief Operations Officer; Jon Lux, Bond Oversight Committee Chairman |
| Attachments: | Bond Oversight Committee Recommendations Presentation Bartlett Cocke General Contractors Cedar Park High School Additional Pricing |

Background Information

As the projects at Vista Ridge High School (VRHS) and Cedar Park High School (CPHS) progress, it has become clear that additional funds are needed to address a budget shortage for the CPHS project. With the projects nearing the halfway mark, we now have greater clarity and confidence in the complexities of the scope and the work being executed. This enhanced understanding of the project timelines and financial requirements enables us to reallocate \$7,170,365 from the VRHS project to CPHS to ensure the successful completion of both projects. The 2023 Vista Ridge High School Modernization Bond Project has sufficient funds remaining to complete the respective scope of work.

The proposed reallocation is essential to address the budget challenges at CPHS while maintaining the integrity of both projects. This adjustment reflects our ongoing commitment to managing resources effectively and delivering on the scope and expectations of both campuses and the community. The Bond Oversight Committee (BOC) unanimously approved the request.

Administrative Recommendation:

Administration recommends that the Board approve to move \$7,170,365 from the 2023 Vista Ridge High School Modernization Bond Project to the 2023 Cedar Park High School Modernization Bond Project Funding.

Sample Motion:

I move that the Board approve to move \$7,170,365 from the 2023 Vista Ridge High School Modernization Bond Project to the 2023 Cedar Park High School Modernization Bond Project Funding as presented.



January 23, 2025

Consider Approval of Bond Oversight Committee Recommendations

PURPOSE

The purpose of tonight's presentation is to discuss recommendations from the Bond Oversight Committee (BOC) following their January 14, 2025 meeting.



Cedar Park High School Modernization Project

**Consider Approval of the Bond Oversight
Committee Recommendation to
Reallocate Bond Funds to the
Cedar Park High School Modernization Project**

180



Background

- **Need:** As the modernization project at Cedar Park High School (CPHS) has progressed, it has become clear that additional funds are needed to address a project budget shortage.
- **Impact:** With the projects nearing the halfway mark, we now have greater clarity and confidence in the complexities of the scope and the work being executed.
- **Alignment:** The current status and savings of the Vista Ridge High School (VRHS) modernization project enable the district to reallocate **\$7,170,365** to CPHS, ensuring the successful completion of both projects while demonstrating the commitment to delivering on the scope and expectations of both campuses and the community.



Background

| Cedar Park High School Modernization - Additional Costs | |
|--|--------------------|
| Description | Cost |
| <i>IDF and Elec. Rooms AC Replacement</i> | \$682,552 |
| <i>South Performing Arts Center- Additional Scope of Work</i> | \$4,496,119 |
| <i>Casework Replacement Allowance</i> | \$396,338 |
| <i>Water Source Heat Pump 2.76 Revisions</i> | \$2,796 |
| <i>Toilet Partition Replacements</i> | \$322,038 |
| <i>Door Stop Replacements</i> | \$39,980 |
| <i>Technology Office Renovations</i> | \$145,619 |
| <i>Elevator Modernization Controls</i> | \$100,000 |
| <i>Dust Collection System Repairs</i> | \$15,000 |
| <i>Aluminum Window Blinds Change to Roller Shades</i> | \$150,000 |
| <i>CTE and Library/Media Center Renovations</i> | \$130,000 |
| <i>Revised Phasing Subcontractor Costs</i> | \$389,923 |
| <i>Replenish Owner's Contingency Allowance</i> | \$300,000 |
| TOTAL | \$7,170,365 |



Recommendation

Bond Oversight Committee Recommendation

183

The Bond Oversight Committee unanimously approved to reallocate **\$7,170,365** from the *2023 Vista Ridge High School Modernization Bond Project* to the *2023 Cedar Park High School Modernization Bond Project Funding*.



DISCUSSION



Information Technology Bond Project Manager Position

Consider Approval of the
Bond Oversight Committee's
Recommendation for an
**Information Technology (IT)
Bond Project Manager Position**

185



Background

- **Need:** The [2023 Bond](#) program necessitates the need for an Information Technology (IT) Project Manager to oversee Bond-funded IT projects, reducing reliance on external consultants and ensuring cost efficiency.
- **Impact:** This role will allow existing IT staff to focus on critical district-wide operational initiatives, while ensuring Bond-funded IT projects are managed effectively.¹⁸⁶
- **Alignment:** Funded through Bond resources, this position aligns with 2023 Bond goals and complies with allowable personnel costs for Bond-funded capital projects.



Background

| Position | Annual Cost | Total Cost |
|--------------------------------|----------------------------|-------------------|
| <i>IT Bond Project Manager</i> | <i>\$114,000 x 3 years</i> | <i>\$342,000</i> |

187



Recommendation

Bond Oversight Committee Recommendation

188

The Bond Oversight Committee unanimously approved the addition of an Information Technology (IT) Bond Project Manager Position and reallocate **\$342,000** from the *2023 Interactive Panel Installation Bond Project* to the *2023 Bond Interest/Project Management* line item to fund the position for the next 3 years.



DISCUSSION

Cedar Park High School Modernization - PR Pricing for GMP #3

| | PR # / Description | Cost |
|--|---|------------------------|
| | | |
| | | |
| | PR 010IDF - IDF and Elec. Rooms AC Replacement | \$ 682,552.00 |
| | PR 011 - PAC | \$ 4,496,119.00 |
| | PR 013C - Casework Replacement | \$ 396,338.00 |
| | PR 013M - WSHP 2.76 Revisions | \$ 2,796.00 |
| | PR 014 - Toilet Partition Replacements | \$ 322,038.00 |
| | PR 015 - Door Stop Replacements | \$ 39,980.00 |
| | PR 018 - Technology Office | \$ 145,619.00 |
| | PR 020 - Elevator Controls | \$ 100,000.00 |
| | PR 022 - Dust Collection System | \$ 15,000.00 |
| | PR 023 - Aluminum Window Blinds Change to Roller Shades | \$ 150,000.00 |
| | PR 025 - CTE and Media Center Renovations | \$ 130,000.00 |
| | Revised Phasing Subcontractor Costs | \$ 389,923.00 |
| | Replenish Owner's Contingency Allowance | \$ 300,000.00 |
| | | |
| | | |
| | TOTAL | \$ 7,170,365.00 |
| | | |

Leander ISD Board Meeting Agenda Item Information

Meeting Date: January 23, 2025

| | |
|-----------------------------------|--|
| Agenda Item: | Consider Approval of the Bond Oversight Committee Recommendation for an Information Technology Bond Project Manager Position |
| Purpose: | <input type="checkbox"/> Discussion Item/Report Only <input checked="" type="checkbox"/> Action Requested |
| Administrator Responsible: | Jeremy Trimble M.Arch, Chief Operations Officer; Jason Miller, MBA, Chief Technology Officer; Jon Lux, Bond Oversight Committee Chairman |
| Attachments: | Bond Oversight Committee Recommendations Presentation |

Background Information

The [2023 Bond](#) initiative has created a need for an additional Project Manager dedicated to Information Technology (IT) Bond projects. This position will enable cost savings by reducing the reliance on external IT consultant project managers, offering a more efficient and cost-effective approach to managing IT Bond initiatives.

Adding this role will also allow the existing IT staff to refocus on critical district-level projects, including Finance, Human Resources, and other district-wide initiatives. Similarly, the Bond program currently includes three Project Managers dedicated to construction, all funded through Bond funds. Adding an IT Project Manager under a similar funding structure ensures alignment with the Bond program's goals while providing the necessary support to meet the district's project needs. These responsibilities would be directly tied to the bond-funded IT projects (and not ongoing operational duties). Personnel costs for roles directly associated with the execution of bond-funded capital projects are allowable.

Approval of this position supports the effective management of Bond-funded IT initiatives and strengthens the district's ability to deliver key projects on time and within budget. The Bond Oversight Committee (BOC) unanimously approved the request.

Administrative Recommendation:

Administration recommends that the Board approve the addition of an Information Technology (IT) Bond Project Manager Position to support and implement the district's project needs and reallocate \$342,000 from the 2023 Interactive Panel Installation Bond Project to the 2023 Bond Interest/Project Management line item to fund the position for the next 3 years.

Sample Motion:

I move that the Board approve the addition of an Information Technology (IT) Bond Project Manager Position to support and implement the district's project needs and reallocate \$342,000 from the 2023 Interactive Panel Installation Bond Project to the 2023 Bond Interest/Project Management line item to fund the position for the next 3 years as presented.



January 23, 2025

Consider Approval of Bond Oversight Committee Recommendations

PURPOSE

The purpose of tonight's presentation is to discuss recommendations from the Bond Oversight Committee (BOC) following their January 14, 2025 meeting.



Cedar Park High School Modernization Project

**Consider Approval of the Bond Oversight
Committee Recommendation to
Reallocate Bond Funds to the
Cedar Park High School Modernization Project**

194



Background

- **Need:** As the modernization project at Cedar Park High School (CPHS) has progressed, it has become clear that additional funds are needed to address a project budget shortage.
- **Impact:** With the projects nearing the halfway mark, we now have greater clarity and confidence in the complexities of the scope and the work being executed.
- **Alignment:** The current status and savings of the Vista Ridge High School (VRHS) modernization project enable the district to reallocate **\$7,170,365** to CPHS, ensuring the successful completion of both projects while demonstrating the commitment to delivering on the scope and expectations of both campuses and the community.



Background

| Cedar Park High School Modernization - Additional Costs | |
|--|--------------------|
| Description | Cost |
| <i>IDF and Elec. Rooms AC Replacement</i> | \$682,552 |
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| <i>Casework Replacement Allowance</i> | \$396,338 |
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| <i>Door Stop Replacements</i> | \$39,980 |
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| <i>Elevator Modernization Controls</i> | \$100,000 |
| <i>Dust Collection System Repairs</i> | \$15,000 |
| <i>Aluminum Window Blinds Change to Roller Shades</i> | \$150,000 |
| <i>CTE and Library/Media Center Renovations</i> | \$130,000 |
| <i>Revised Phasing Subcontractor Costs</i> | \$389,923 |
| <i>Replenish Owner's Contingency Allowance</i> | \$300,000 |
| TOTAL | \$7,170,365 |



Recommendation

Bond Oversight Committee Recommendation

197

The Bond Oversight Committee unanimously approved to reallocate **\$7,170,365** from the *2023 Vista Ridge High School Modernization Bond Project* to the *2023 Cedar Park High School Modernization Bond Project Funding*.



DISCUSSION



Information Technology Bond Project Manager Position

Consider Approval of the
Bond Oversight Committee's
Recommendation for an
**Information Technology (IT)
Bond Project Manager Position**



Background

- **Need:** The [2023 Bond](#) program necessitates the need for an Information Technology (IT) Project Manager to oversee Bond-funded IT projects, reducing reliance on external consultants and ensuring cost efficiency.
- **Impact:** This role will allow existing IT staff to focus on critical district-wide operational initiatives, while ensuring Bond-funded IT projects are managed effectively.²⁰⁰
- **Alignment:** Funded through Bond resources, this position aligns with 2023 Bond goals and complies with allowable personnel costs for Bond-funded capital projects.



Background

| Position | Annual Cost | Total Cost |
|--------------------------------|----------------------------|-------------------|
| <i>IT Bond Project Manager</i> | <i>\$114,000 x 3 years</i> | <i>\$342,000</i> |

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Recommendation

Bond Oversight Committee Recommendation

202

The Bond Oversight Committee unanimously approved the addition of an Information Technology (IT) Bond Project Manager Position and reallocate **\$342,000** from the *2023 Interactive Panel Installation Bond Project* to the *2023 Bond Interest/Project Management* line item to fund the position for the next 3 years.



DISCUSSION

Leander ISD Board Meeting Agenda Item Information

Meeting Date: January 23, 2025

Agenda Item: Discussion of Framework for Long-Range Planning Future Work
Purpose: Discussion Item/Report Only Action Requested
Administrator Responsible: Jeremy Trimble M.Arch, Chief Operations Officer
Attachments: Framework for Long-Range Planning Future Work Presentation (*Uploaded in BoardBook 1-22-25*)

Background Information

During the [January 9, 2025](#) Board meeting, the Long-Range Planning Committee (LRPC) provided an update to the board focused on the areas of: Facility Optimization, Open Enrollment, and Innovative Academies. Tonight, administration will provide a draft framework outlining a structured approach to guide the next phases of the Long-Range Planning effort.

The framework highlights the committee's efforts in providing critical analysis and considerations that have laid a strong foundation, while the final steps in developing the project considerations will be determined through the appropriate next steps in the process.

Administrative Recommendation:

N/A

Sample Motion:

N/A



January 23, 2025

Framework for Long-Range Planning Future Work

PURPOSE

Outline a structured framework to guide future Long-Range Planning (LRP) efforts



Important Note

No decisions have been made at this time regarding the optimization of specific campuses



Long-Range Planning Committee Perspective

"Our job is not to look at our facilities just for a specific purpose, but to ensure they are equipped to meet future needs."

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Results of LRP Committee Activity



Framework Structure

The next steps are much like building a framework for a bridge. The **framework** is the solid, well-thought-out structure that supports the work; while the **bridge** represents the pathway to the future. By combining these elements, we can connect today's decisions to tomorrow's opportunities with clarity and purpose.

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Framework Structure

Purpose and Alignment:

- **Objective:** To leverage tools and analyses that guide the development of a final list of prioritized project needs and concepts, with a focus on facility optimization, innovative academies, and open enrollment for the Board’s review and approval.
- **Focus:** Ensure all considerations remain actionable and aligned with district needs, with final decisions made collaboratively by the administration and Board, while considering community values.

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Key Components of Work



Open Enrollment:

- Establish the process for implementing a policy framework
- Further evaluation and alignment
 - a. Outline infrastructure, staffing, and eligibility considerations to inform policy
 - b. Coordinate with the ongoing improvement efforts to the **intra-district transfer process** for a seamless transition
 - c. Full implementation would not be practical prior to the **2026-27** school year

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Facility Optimization:

- Refine Matrix with updated data
- Administration to develop a draft list of potential project needs
- Evaluate approved list of projects utilizing **Optimization Tools** to demonstrate facility opportunities
- Present findings to the Board for input and guidance



Innovative Academies:

- Develop a draft list of potential elementary **Innovative Academy** concepts
- Evaluate approved list of Innovative Academy concepts along with other project needs utilizing **Optimization Tools** to demonstrate facility opportunities
- Present findings to the Board for input and guidance



Timeline and Feedback Loop



Short-Term Goals (1-3 months):

- Establish the process for implementing an Open Enrollment policy
- Engage the Board to confirm priority areas and expectations for final project needs
- Collaborate with district administration to draft proposed project needs
- Present findings to the Board for input and guidance



Mid-Term Goals (3-6 months):

- Develop potential Open Enrollment regulations
- Obtain Board approval of finalized project needs
- Outline next steps for project development
- Establish communication and engagement plan for potential optimization scenarios

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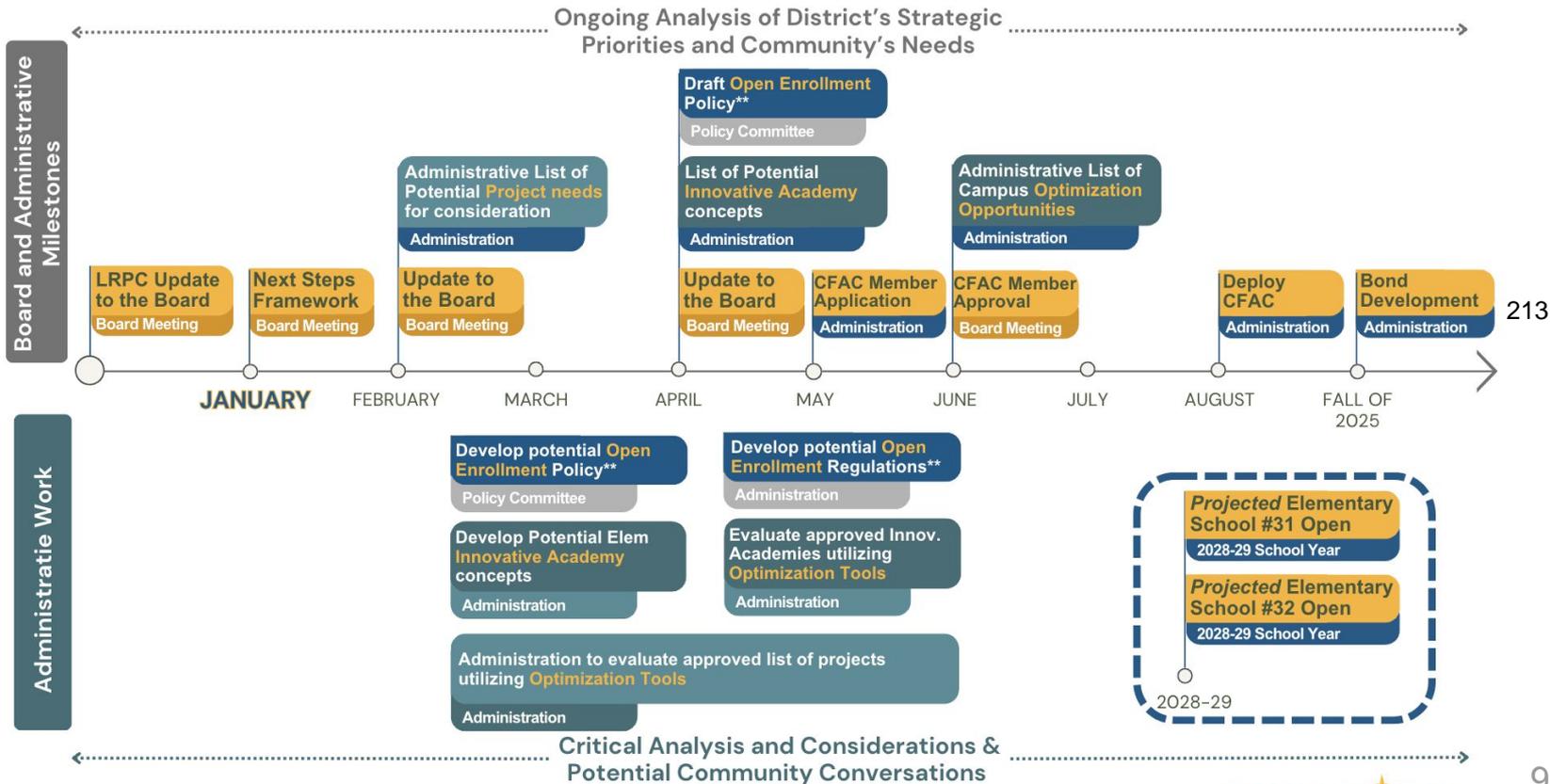


Long-Term Goals:

- Evaluate Citizen's Facility Advisory Committee (CFAC) recommendations for future Bond development
- Implement open enrollment for the 2026-27 school year (If applicable)



Timeline and Feedback Loop



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*This document is subject to change based on updated data, available funding, Board direction, and /or community feedback.

**Full implementation of Open Enrollment would not be practical prior to the 2026-27 school year



Next Steps

Board Discussion:

- **Review** proposed framework and **confirm** priority areas.
- Establish **timeline** and **process** for Board approval of final considerations to reflect the district's strategic project priorities and community needs. 214
- What does **success** look like?





Important Note

No decisions have been made at this time regarding the optimization of specific campuses

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DISCUSSION

Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, January 23, 2025

| | |
|-----------------------------------|---|
| Agenda Item: | Discussion of 2024-2025 Budget Projections |
| Purpose: | <input checked="" type="checkbox"/> Discussion Item/Report Only <input type="checkbox"/> Action Requested |
| Administrator Responsible: | Pete Pape, Ed.D., CPA, Chief Financial Officer |
| Attachments: | 2024-2025 Summary of Revenues and Expenditures |

Background Information:

Projections of revenues and expenditures are critical for monitoring the financial position of the district. Attached is a summary of the projections for the current 2024-2025 fiscal year based on six months of actual data. Financial Services projects final revenues and expenditures by adding estimates of what will transpire through the remainder of the fiscal year to the actual numbers incurred for the current fiscal year. This is the first projection of actual operating results and these projections will be updated monthly until the end of the fiscal year.

The current projections indicate that operations will result in a deficit budget. These are preliminary projections based on what is currently known.

In summary, the projections reflect the following:

- Gross revenues are projected at \$446,937,937 before other sources (transfers in). Revenue and other sources **net of recapture** are projected at \$435,529,219.
 - State aid has been amended for lower than projected enrollment and additional state aid for compression to the over 65 levies introduced post budget adoption.
- Total operating expenditures are projected at \$474,935,795, before transfers out of \$1,500,000.
 - Payroll does not reflect any savings. This can be attributed to the following:
 - Payroll was budgeted at 97.5%.
 - Additional positions were added to the budget following adoption, totaling \$2,692,242.
 - A one-time payment was issued in December totaling \$5,500,000.
 - Savings are projected in the areas of contracted services, supplies and travel.
- Transfers out, with the majority going to the Health Insurance Fund, are estimated at \$1.5 million.

Current projections show the General Fund to end the year with a fund balance of \$155,662,577, reflecting a deficit of \$29,227,858.

Administrative Recommendation:

N/A

Sample Motion:

N/A

Leander Independent School District
Summary of Revenue and Expenditure Projections thru June 30, 2025
Fiscal Year 2024-2025

| | Original Budget | Current Revised Budget | Projections Thru EOY | Variance | Explanation of Variances |
|--|------------------------|------------------------------|-------------------------|-------------------|--|
| Revenues: | | | | | |
| Taxes Gross (Current & Delinquent | \$ 329,418,530 | \$ 328,949,784 | \$ 328,949,784 | \$ - | |
| Taxes (P&I) | 950,000 | 950,000 | 950,000 | - | |
| Other Local | 15,662,500 | 15,769,343 | 15,769,343 | - | |
| State - ASF & FSF | 70,261,700 | 69,021,570 | 69,061,965 | 40,395 | |
| State - Other | 26,316,845 | 26,316,845 | 26,316,845 | - | |
| Federal | 5,890,000 | 5,890,000 | 5,890,000 | - | |
| Total Revenues | \$ 448,499,575 | \$ 446,897,542 | \$ 446,937,937 | \$ 40,395 | |
| Expenditures: | | | | | |
| Payroll Costs | \$ 393,084,037 | \$ 401,081,376 | \$ 406,258,768 | \$ (5,177,392) | 1X Payment, Added Positions |
| Contracted Services | 17,472,465 | 19,045,569 | 16,893,739 | 2,151,831 | Rolled POs |
| Utilities | 9,867,099 | 9,867,227 | 9,864,991 | 2,236 | |
| Supplies and Materials | 20,568,749 | 23,480,396 | 20,973,783 | 2,506,613 | Police Dept |
| Other Operating Costs | 7,215,413 | 7,691,546 | 7,010,598 | 680,948 | |
| Debt Service | 537,869 | 537,869 | 512,102 | 25,767 | |
| Capital Outlay | 132,316 | 1,743,096 | 1,743,096 | - | Police Dept, Rolled POs for Tech, Plant Svcs |
| Recapture | 11,484,229 | 11,678,718 | 11,678,718 | - | |
| Total Expenditures | \$ 460,362,177 | \$ 475,125,798 | \$ 474,935,795 | \$ 190,003 | |
| Net Operating Results | \$ (11,862,602) | \$ (28,228,256) | \$ (27,997,858) | \$ 230,398 | |
| Other Sources | 270,000 | 270,000 | 270,000 | - | |
| Transfers Out - Other | - | - | - | - | |
| Transfers Out - Health Insurance | (1,500,000) | (1,500,000) | (1,500,000) | - | |
| Net Change to Fund Balance | \$ (13,092,602) | \$ (29,458,256) | \$ (29,227,858) | | |
| Beginning Fund Balance July 1 | 184,890,435 | 184,890,435 | 184,890,435 | | |
| Estimated Ending Fund Balance | \$ 171,797,833 | \$ 155,432,179 | \$ 155,662,577 | | |
| Fund Balance Expenditures/Items approved after budget adoption (included in expenditure calculations above) | | | | | |
| Added Positions/Increase in Expenditures | - | 3,240,630 | 3,240,630 | - | Board approved 8/8/24 |
| Rolled Purchase Orders | - | 3,027,753 | 3,027,753 | - | Board approved 9/19/24 |
| One-Time Payment | - | 5,500,000 | 5,500,000 | - | Board approved 10/24/24 |
| Police Department start-up costs | - | 2,506,156 | 2,506,156 | - | Board approved 11/21/24 and 12/12/24 |
| Hisle Elem NIFA Funds increased due to inflation | - | 187,750 | 187,750 | - | Board approved 8/22/24 and 9/19/24 |
| Total Fund Balance Expenditures | \$ - | \$14,462,289 | \$14,462,289 | \$ - | |

Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, January 23, 2025

| | |
|-----------------------------------|---|
| Agenda Item: | Discussion and Consider Adoption of the 2025-2026 Budget Assumptions |
| Purpose: | <input type="checkbox"/> Discussion Item/Report Only <input checked="" type="checkbox"/> Action Requested |
| Administrator Responsible: | Pete Pape, Ed.D., CPA, Chief Financial Officer |
| Attachments: | 2025-2026 Budget Assumptions Presentation 2025-2026 Proposed Budget Assumptions |

Background Information:

Tonight, we will review and seek Board approval of the 2025-2026 proposed budget assumptions. A projected 2025-2026 budget has been prepared using these assumptions and is reflected on the attached 2025-2026 Budget Projection. The 2025-2026 Budget Projection will be updated throughout the budget process as new information is received, with updates presented to the Board. A multi-year Budget Projection will be provided during the budget process as more detailed information is obtained.

The Proposed Assumptions document provides a comprehensive list of the key assumptions for 2025-2026, which includes:

- Student enrollment of 42,448; reduced growth model (not PreK adjusted)
- Average daily attendance rate of 94%
- Property value growth based on 4%
- \$3 million for TASB pay study adjustments
- Budget payroll at 98%
- Increase in the contribution towards insurance premiums
- Funds to open the Science Materials Center/18+ Program, as well as the Early Childhood Center in 2026-27
- M&O tax rate of \$.7394 and I&S tax rate of \$.3300
- Budget parameter of 3%

State revenues are calculated under the current formula provisions, and enrollment numbers are based on Population and Survey Analysts (PASA) **2025-2026** reduced growth scenario presented to the Board during the [October 24, 2024 meeting](#).

The budgets for the Child Nutrition Fund and Debt Service Fund will also be developed during the budget process and presented to the Board at a later date.

Administrative Recommendation:

Administration recommends that the Board of Trustees approve the 2025-2026 Proposed Assumptions to be used in developing the preliminary General Fund budget for 2025-2026 covering all estimated revenues and proposed expenditures.

Sample Motion:

I move the Board of Trustees approve the 2025-2026 Proposed Assumptions to be used in developing the preliminary General Fund budget for 2025-2026 covering all estimated revenues and proposed expenditures as presented.



January 23, 2025

2025-2026 Budget Assumptions Presentation

Discussion and Consider Adoption of 2025-2026 Budget Assumptions



Purpose

**To Review,
Revise,
Recalibrate,
and
Reinvent**



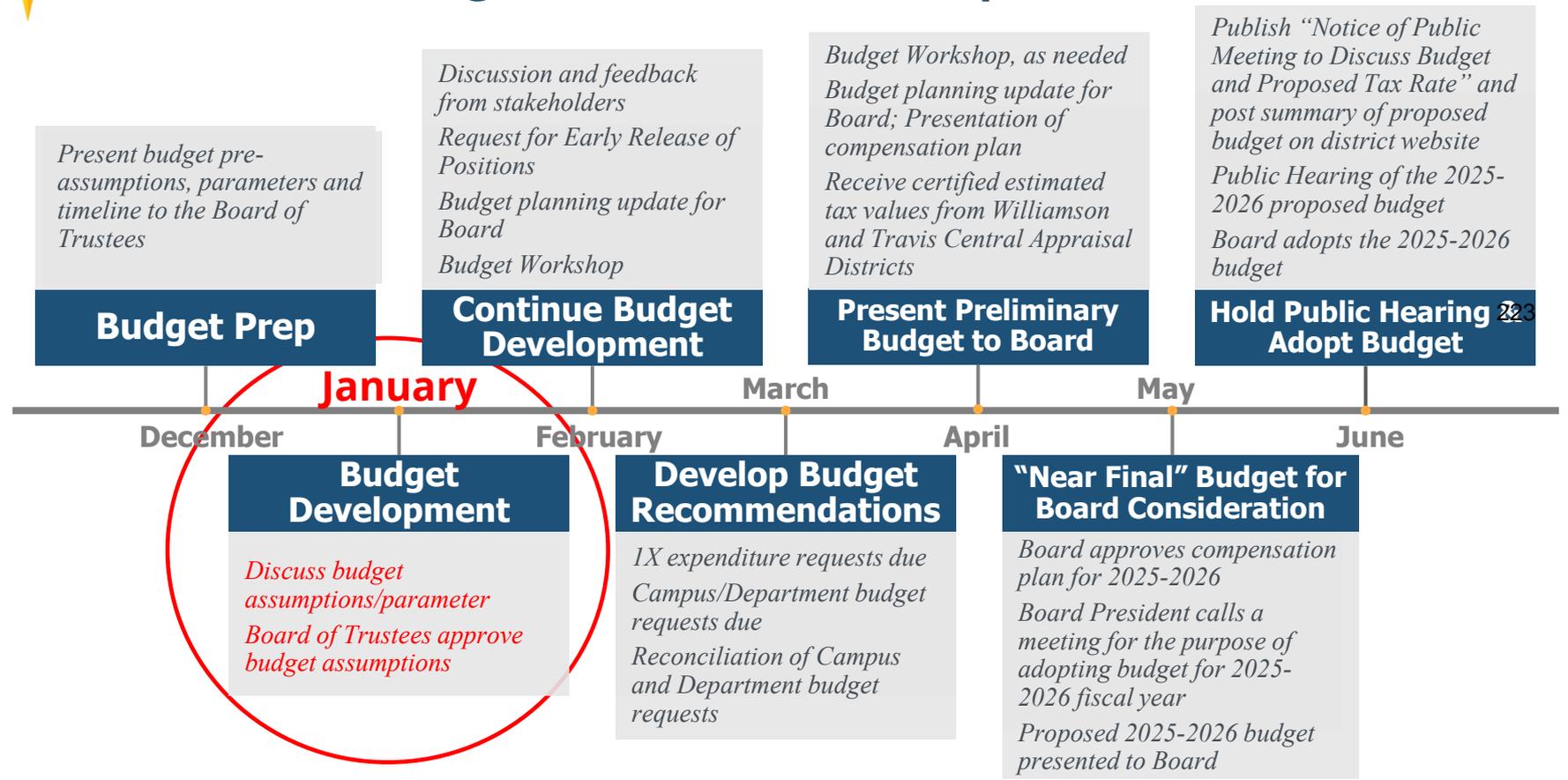
221

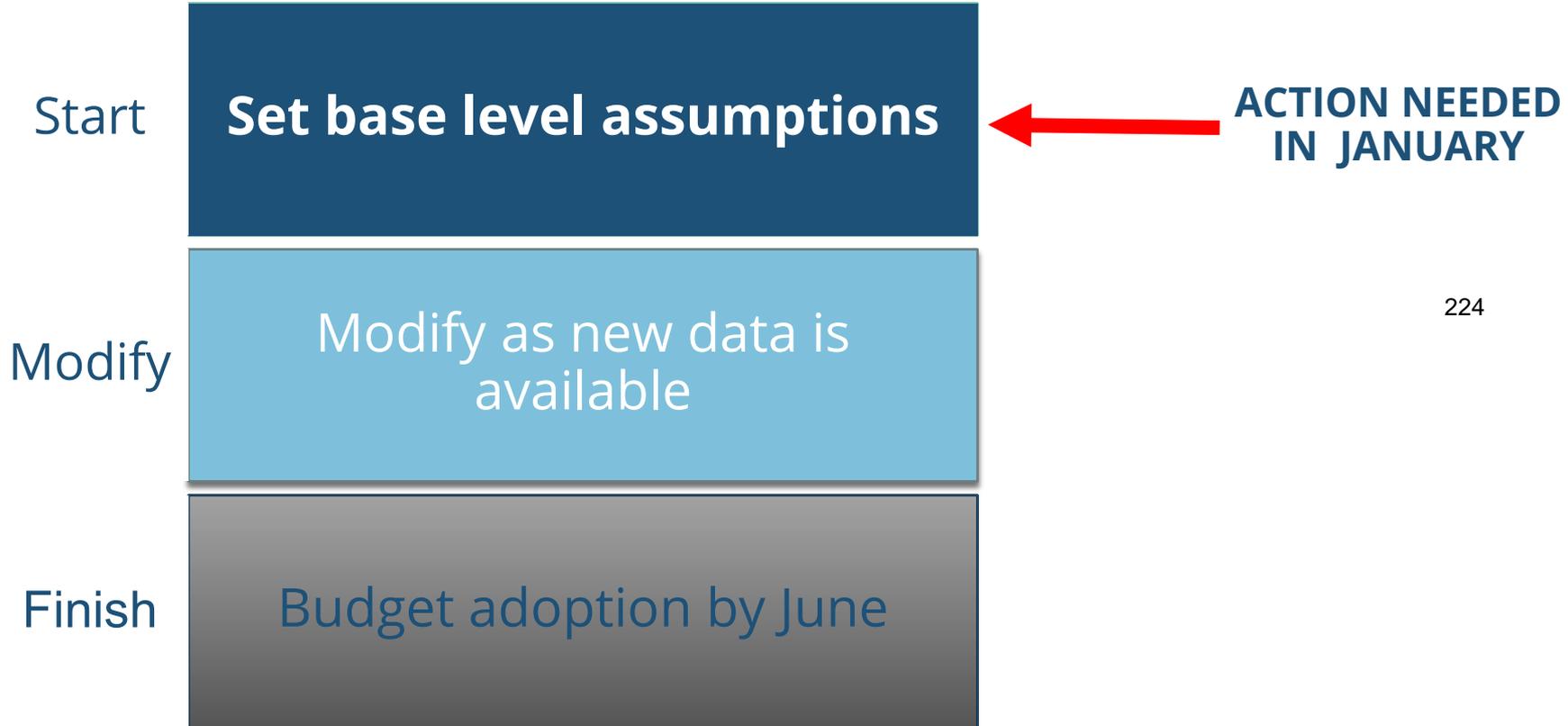
BUDGET ASSUMPTIONS

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2025-2026 Budget Timeline/ Next Steps





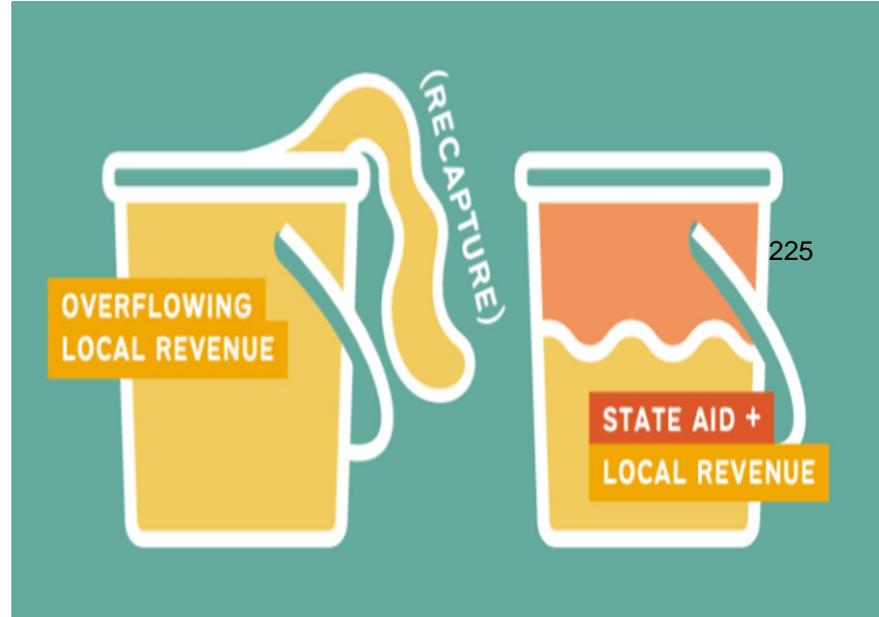
224



Revenue/ADA

Revenue is driven by:

- Average Daily Attendance (ADA)
- Enrollment
 - Lower enrollment = less revenue
 - Recapture amount increases for copper pennies





Enrollment/ADA

- October 2024 demographer report
 - Reduced growth projection = 42,448 students
- Reflects .39% decline (165 students) as compared to 24 -25 PEIMS²²⁶ enrollment
- Revenue adjustment for Pre -K (funded for ½ day)
- Maintained ADA at 94% (1% = approximately \$3 million)



Property Values

- 2024 values increased by 7.11%
- Projected 4% local taxable value growth for 2025
- Recapture estimated to increase to \$12.5 million
- 99% collection rate

227



Payroll Assumptions

- No salary increase (administrative recommendation) \$0
- TASB study \$3,000,000
- Position requests \$1,300,000
- Early College HS expansion \$272,383
- Phasing in Police Department \$1,850,000

228



Payroll Assumptions

- Budget payroll at 98% (\$7,000,000)

- Start-up salaries for Early Childhood Center (ECC) \$150,000 229

- Start-up salaries for science materials center/18+ services building \$150,000

- Increase monthly contribution for health insurance \$ 2,479,800



Other Assumptions

- Maintain student allocations
- Assuming no new revenue from state
- 3% budget parameter (net of recapture)
- Decrease in Title I revenue of approximately \$1.5 million

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Tax Rate Assumptions (CURRENT LAW)

- M&O rate estimate - \$0.7394 (additional compression included)

| | Actual | Estimate | Compression | |
|-----------|------------------|------------------|--------------------|-----|
| | 2024-2025 | 2025-2026 | | |
| MCR | \$ 0.6169 | \$ 0.5994 | \$ (0.0175) | 231 |
| Golden | \$ 0.0800 | \$ 0.0800 | - | |
| Copper | \$ 0.0600 | \$ 0.0600 | - | |
| Total M&O | \$ 0.7569 | \$ 0.7394 | \$ (0.0175) | |

- I&S rate - \$0.3300 (no change)



2025-26 Budget with Assumptions

| | Adopted 2024-25 | Projected 2024-25 | Early Estimate 2025-26 |
|--|------------------------|------------------------|---------------------------|
| PROJECTED ENROLLMENT (<i>Reduced growth</i>) | 43,316 | 42,613 | 42,448 |
| TOTAL ESTIMATED REVENUES: | \$ 448,499,575 | \$ 446,937,937 | \$ 445,615,771 |
| TOTAL PAYROLL EXPENDITURES: | \$ 393,084,037 | \$ 406,258,768 | \$ 410,206,275 |
| TOTAL OPERATING EXPENDITURES: | \$ 55,793,911 | \$ 56,998,309 | \$ 57,402,284 |
| ESTIMATED RECAPTURE: | \$ 11,484,229 | \$ 11,678,717 | \$ 12,490,440 |
| TOTAL OPERATING AND PAYROLL EXPENDITURES: | \$ 460,362,177 | \$ 474,935,794 | \$ 480,098,999 |
| RESULTS FROM OPERATIONS: | \$ (11,862,602) | \$ (27,997,857) | \$ (34,483,227) |
| OTHER TRANSFERS IN/OUT | | | |
| Other Sources/One-time Workers' Comp transfer | 270,000 | 270,000 | 270,000 |
| Transfers Out - Healthcare | (1,500,000) | (1,500,000) | - |
| TOTAL TRANSFERS IN/OUT: | \$ (1,230,000) | \$ (1,230,000) | \$ 270,000 |
| TOTAL SURPLUS/DEFICIT FOR ADOPTION: | \$ (13,092,602) | \$ (29,227,857) | \$ (34,213,227) |
| BUDGET PARAMETER | | | |
| Budget Deficit Threshold - 3% of Revenues | \$ 13,110,460 | \$ 13,057,777 | \$ 12,993,760 |
| Deficit (Exceeding)/Within Budget Parameter | \$ 17,858 | \$ (16,170,080) | \$ (21,219,467) |

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Start

Set base level assumptions

Review
and
Modify

**Review historical data and
Modify as new date is
available**

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Finish

Budget adoption by June

HISTORICAL DATA

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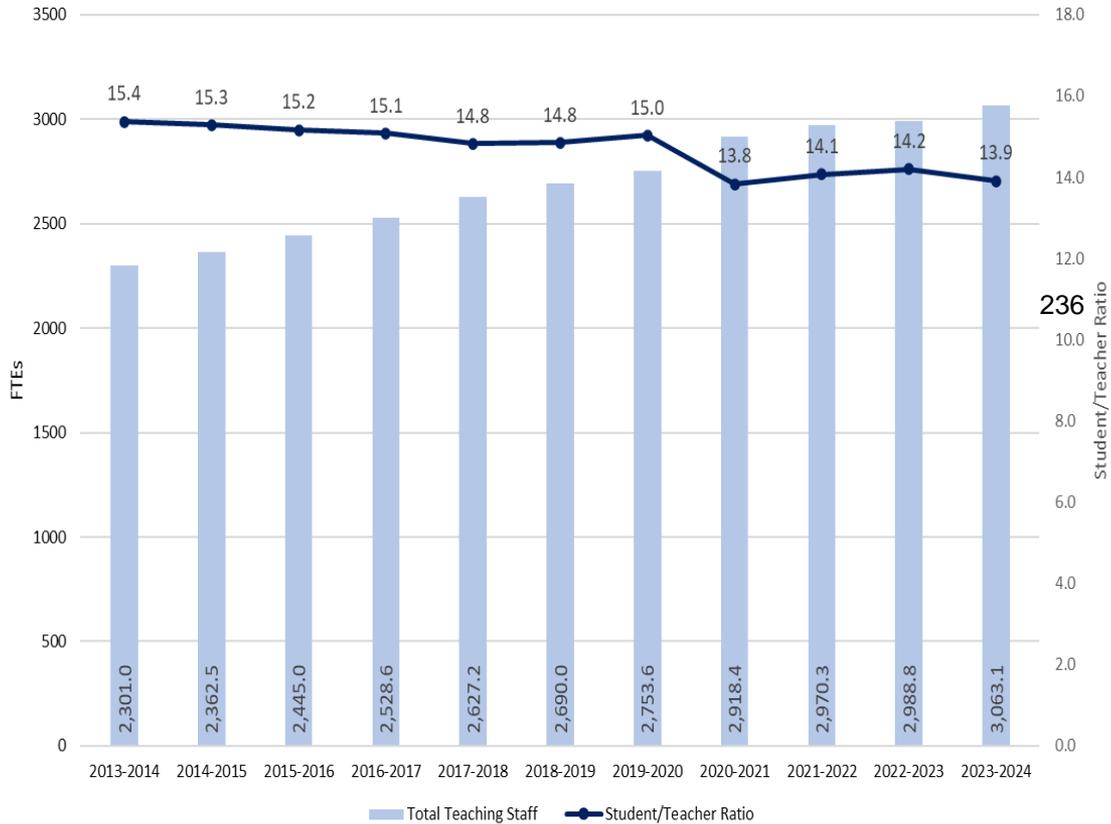
Historical Data

| | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2024 | 2024-2025 EOY Projected |
|------------------------------------|------------|--------------|--------------|-----------|-----------|----------------------------|
| Enrollment | 41,381 | 40,355 | 41,780 | 42,415 | 42,593 | 42,613 |
| %/# Change in Enrollment | 3.37%/1350 | -2.48%/-1026 | 3.35%/1425 | 1.52%/635 | 0.42%/178 | 0.05%/235 |
| Total Refined ADA | 39,240.20 | 39,874.20 | 38,344.94 | 39,198.52 | 39,205.21 | 39,438.64 |
| %/# Change in Refined ADA | 2.62%/1002 | 1.62%/634 | -3.84%/-1529 | 2.23%/854 | 0.02%/7 | 0.60%/233 |
| Pre-K Enrollment (1/2 day funding) | 400 | 479 | 1001 | 964 | 1187 | 1314 |
| ADA % (actual) | 96.03% | 96.90% | 93.10% | 93.60% | 93.50% | 94.00% |



Historical Data

Leander ISD Student per Teacher
2013-2014 through 2023-2024



↑ 0.1 Increase in Student/Teacher Ratio:
saves \$1.4 million

↓ 0.1 Decrease in Student/Teacher Ratio:
costs \$1.1 million

Sources: Staff-TEA Staff FTE Counts and Salary Reports, Enrollment-TAPR/Frontline Comparative Analytics

RECAP

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Recap

- 2024-2025 Budget - Actuals
 - Projected to end in a deficit
- Utilizing Population and Survey Analyst (PASA) reduced growth scenario
- Fund Balance is healthy, however, adjustments will need to be made going forward unless funding increases 238
- Early forecast shows deficit exceeding 3% budget deficit parameter
- Monitor Legislative Bills
 - Additional revenue opportunities in special education, mental health, and safety allotments
 - Minimal increase in basic allotment anticipated
- Update Board in February

ACTION STEPS

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Recap

- **January**
 - Board adopts Assumptions and Budget Parameter

- **February**
 - Budget Workshop
 - Update Board on TASB salary study
 - Refine personnel and operating costs
 - Evaluate opportunities to increase revenue/decrease expenditures

- **March**
 - Review options for revenue increases/expenditures decreases

- **April**
 - Receipt of preliminary certified property values from Central Appraisal Districts
 - Present Compensation Plan for 2025-2026

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DISCUSSION

THANK YOU!

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**LEANDER INDEPENDENT SCHOOL DISTRICT
2025-2026 PROPOSED BUDGET ASSUMPTIONS**

| DATA ELEMENT | ASSUMPTION | REDUCED GROWTH | |
|--|--|---|--|
| | | 25-26 PASA for Staffing -0.39% | 25-26 PASA for Funding -1.90% |
| Student Enrollment: | PASA Reduced Growth Projection (less Pre-k) | 41,157 | 41,157 |
| | Pre-k projection (funding based on 1/2 day) | 1,291 | 646 |
| | Student enrollment projection for staffing/revenue estimates | 42,448 | 41,803 |
| Budget Parameter: | | | 3.00% |
| Avg Daily Attendance Rate: | Based on historical trend | | 94% |
| Property Values: | Projected growth over prior year LOCAL values | | 4% |
| Property Tax Collection Rate: | Projected rate of collection on tax levy | | 99% |
| Staff Pay Increase: | Overall pay increase to all staff (Administrative Recommendation) | | 0% |
| Campus Allocations: | Maintain weighted per student allocations | | |
| Positions tied to student enrollment projections: | | | |
| | Staffing formulas; PreKindergarten-12 | \$ | 772,383 |
| | New positions for special education | \$ | 500,000 |
| New School Allocations: | Start up salaries for the Early Childhood Center | \$ | 150,000 |
| | Start up salaries for Science Materials Center/18+ Program Building | \$ | 150,000 |
| Other Staffing Increases: | | | |
| | Adjustments due to pay study | \$ | 3,000,000 |
| | New position requests (outside of formula) | \$ | - |
| Employee Benefits: | Increase contribution towards insurance premiums; Eliminate transfers out for health insurance | \$ | 2,479,800 |
| Portables: | Portables to house students at campuses over capacity | | TBD |
| Budgeting Practices: | Budget payroll at 98% | | \$ (7,000,000) |
| | | 2024 Tax Rate | 2025 Tax Rate |
| Tax Rate: | M&O rate ESTIMATE with additional compression under HB3 | \$ 0.6169 | \$ 0.5994 |
| | Golden pennies | 0.0800 | 0.0800 |
| | Copper pennies | 0.0600 | 0.0600 |
| | I & S rate | 0.3300 | 0.3300 |
| | <i>Actual/Projected Tax Rate</i> | \$ 1.0869 | \$ 1.0694 |

Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, January 23, 2025

Agenda Item: Discussion of an Option to Call for a Voter Approved Tax Rate Election (VATRE) in the Fall of 2025 to Achieve Leander ISD's Strategic Plan

Purpose: Discussion Item/Report Only Action Requested

Administrator Responsible: Pete Pape, Ed.D., CPA, Chief Financial Officer

Attachments: N/A

Background Information:

Leander ISD has adopted the 2024-25 tax rate, and with the school year in full swing, planning for the 2025-26 budget is underway. Regardless of legislative changes, the decision for a school district to conduct a Voter Approved Tax Rate Election (VATRE) takes time, planning, and a deep understanding of community, school finance, election law, the impact of increased tax collections, and so much more.

Under current law, a successful VATRE election for the remaining three (3) copper pennies available to Leander ISD would result in a net increase in revenue of approximately \$7.5 million per school year after accounting for any recapture payment increase.

In order to provide flexibility in budget planning for the 2025-2026 cycle, administration recommends the board consider the option of calling for a VATRE in the fall of 2025 to achieve the district's Strategic Plan. If the board decides to move forward with a VATRE in the fall of 2025, the election needs to be called by August 18, 2025.

Administrative Recommendation:

N/A

Sample Motion:

N/A