Meeting Minutes of the Board of Trustees
DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT

A Regular Meeting of the Board of Trustees of DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT was held Monday, February 27, 2023, beginning at 6:00 PM in the Board Room.

Attendance:

Olivia Barnard:	Present
Mary Jane Hetrick:	Present
Ron Jones:	Present
Shannon O'Connor:	Present
Tricia Quintero:	Absent
Stefani Reinold:	Present
Barbara Stroud:	Present

I. **REGULAR MEETING** - Call to Order and Determination of Quorum
II. **OPENING CEREMONY**
- A. Pledge of Allegiance to the American Flag and the Texas Flag
- B. Moment of Silence

III. **ANNOUNCEMENTS**
IV. **RECOGNITIONS**
- A. PTA Reflections State Qualifiers
- B. Wrestling State Qualifiers

V. **PUBLIC FORUM**
Board members will listen to comments but only the Board president, as the designated spokesperson, may respond to the speaker if required.
- A. For Posted Agenda Items
- B. For Non-Posted Agenda Items

VI. **REPORTS AND INFORMATION**
- A. L&I Report 4
- B. 2022-2023 Budget - Actual Projections 9
- C. Financial Report - January 2023 12
- D. 2018 Bond Report - January 2023 58
- E. Construction Report 60
- F. HR Report 71
- G. Superintendent's Report 75
  1. Legal Fees
  2. Subdivision, Annexation and Development Notifications
  3. Out of State Student Travel

VII. **PRESENTATIONS AND DISCUSSION**
- A. Bond Advisory Committee Update / Recommendation 121
- B. Update on District Priorities and Board Goals 129
- C. Board of Trustees Activity Report 153
  1. DSHS Campus Visit
  2. Senior Showcase
  3. Tax Payer Tuesday
  4. State of the District Address
  5. ROTC

6. Legislative Conference
7. Liaison Report

VIII. **CONSENT AGENDA**

I move we approve the consent agenda as presented. This motion, made by Ron Jones and seconded by Olivia Barnard, Passed.

Yes: 6, No: 0

A. Approval of Minutes for Recent Board Meetings 161
B. Approval of Budget Amendments 174
C. Approval of Budget Amendments - 2018 Bond Funds 180
D. Approval of Use of Remaining 2014 Bond Funds 182
E. Approval of Donated Funds 183
F. Approval of CSP 22-23-006 DSISD Network Equipment for Campus Portables 184
G. Approval of Resolution 2023-08 to Pay Staff During Emergency District Closure 186
H. Approval of District Administrator Contracts 190
I. Approval of Notice of Board Election - May 2023 191
J. Approval of Founders Day Facility Use Agreement 193

IX. **ACTION**

A. Consideration / Approval of the Agreement for Architectural and Engineering Services for the Sycamore Springs Middle School Expansion Project 218

I move to approve the agreement with VLK Architects to provide architectural and engineering services for the Sycamore Springs Middle School Expansion Project. This motion, made by Stefani Reinold and seconded by Shannon O'Connor, Passed.

Yes: 5, No: 0, Abstain (With Conflict): 1

B. Consideration / Approval of Policy Update 120 (Second Reading) 220

I move that the Board of Trustees approve Policy Update 120. This motion, made by Ron Jones and seconded by Olivia Barnard, Passed.

Yes: 6, No: 0

X. **CLOSED SESSION**

Pursuant to Tex. Gov't Code Sections 551.071, 551.072, 551.074, 551.076, 551.082, 551.0821, 551.089 and 551.129, the Board will deliberate in closed session on the following items:

A. Deliberation of Legal, Real Estate, Personnel or Student Matters
B. Consultation with legal counsel regarding any matter posted on the agenda
C. Consultation with legal counsel regarding instructional resources. Tex. Gov't. Code Sections 551.071 and 551.129
D. Consultation with legal counsel regarding the Board Resolution and proposed Right-of-Way Agreement and Right-of-Way Deed conveyance of 2.595 acres out of the Fannie A.D. Darden Survey, Abstract No. 664, Hays County, Texas, said 2.595 acre parcel being a portion of a called 150.74 acre tract recorded in Volume 3976, Page 755, of the Official Public Records of Hays County, Texas, to Hays County for the Hays County Roadway Construction Project (Roundabout at Darden Hill Road and Sawyer Ranch) and Expansion of the Roadway for the Full Length of the Property (along Darden Hill Road), along with the proposed Right of Entry License for Hays County's improvements on Lot 74, Onion Creek Ranch Subdivision, and deliberation with regard to value of real property. (Tex. Gov't Code, Sections 551.071, 551.072, and 551.129) 587

XI. **OPEN SESSION**

A. Possible action regarding matters discussed in closed session.
B. Consideration and possible action on the Board Resolution and the proposed Right-of-Way Agreement and Right-of-Way Deed conveyance of 2.595 acres out of the Fannie A.D. Darden Survey, Abstract No. 664, Hays County, Texas, said 2.595 acre parcel being a portion of a called 150.74 acre tract recorded in Volume 3976, Page 755, of the Official Public Records of Hays County, Texas, to Hays County for the Hays County Roadway Construction Project (Roundabout at Darden Hill Road and Sawyer Ranch) and Expansion of the Roadway for the Full Length of the Property (along Darden Hill Road), and the proposed Right of Entry License for improvements on Lot 74, Onion Creek Ranch Subdivision.

I move that the DSISD Board adopt and approve the resolution authorizing the right of way

agreement and right of way deed to convey property to Hays County for the improvements to Darden Hill Road, Country Road 162, and right of entry license as set forth as exhibits to the resolution and approve the agreement, deed, and license. This motion, made by Ron Jones and seconded by Shannon O'Connor, Passed.
Yes: 5, No: 0, Abstain (With Conflict): 1

September 26, 2019
Date

Attest:

_____ _____

President, DSISD Board of Trustees Secretary, DSISD Board of Trustees

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: REPORT- Learning and Innovation

☒ Reports ☐ Discussion ☐ Consent ☐ Action

Presenter: Assistant Superintendent for L&I- Karen Kidd

Motion Language: N/A

Policy: N/A

Background: Monthly L&I report highlighting events and activities within each department making up the L&I team.

Attachments:

- February 2023 L&I Report

Goals:

- ☒ 1.1 Build trust through meaningful and positive relationships
- ☒ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods
- ☐ 1.3 Cultivate and manage community partnerships that are mutually beneficial
- ☐ 1.4 Build systematic connections among campuses and departments that are sustainable as the district grows
- ☒ 2.1 Provide resources to support district operations
- ☐ 2.2 Develop and formalize departmental operating procedures
- ☒ 2.3 Implement innovative solutions to address optional challenges
- ☒ 2.4 Plan for growth
- ☐ 3.1 Develop, empower and sustain leaders who are committed to the vision and mission of the district
- ☐ 3.2 Recruit and hire personnel who are committed to the vision and mission of the district
- ☐ 3.3 Inspire and sustain personnel who are committed to the vision and mission of the district
- ☐ 3.4 Develop and support Personalized Professional Learning Plans aligned to the vision and mission of the district
- ☒ 4.1 Implement personalized learning
- ☒ 4.2 Establish a culture where personalized learning drives all decision making

Dripping Springs Independent School District

Learning & Innovation Department

FEBRUARY 2023 UPDATE

L&I ACTIVITIES UPDATE

Curriculum and Instruction

Advanced Academic & Acceleration Parent Info Night: February 13, 2023
L&I Directors and Coordinators hosted a collaborative Advanced Academic and Acceleration Information Night to support and inform parents in their academic and course selection decisions. The information discussed included: single-grade and whole-grade acceleration processes, Gifted & Talented, Middle School compacted Math, and Honors/AP/UT OnRamps/ACC courses. Spanish translation services were offered to reach a broad audience and support our diverse student population. The audio recording and presentation ppt can be found here on the district website.

District Advisory Council Analyzed Dropout Prevention Supports
DSISD's District Advisory Council, composed of community members, parents, and staff members, engaged in a presentation about DSISD's dropout prevention support systems, including the DSHS GAP program, Bryte Bytes data monitoring, MTSS tiered behavior and academic supports, CTE Certification opportunities, support for at-risk students: pregnant and future parent and homeless services, comprehensive school counseling programs and campus culture. DAC had the chance to dialogue about recommended future supports and goals.

Student Registration
Students new to Drippings Springs for the 2023-2024 school year will be able to enroll starting March 6th. The information needed for new families to register can be found here.

Elementary- Read Across America Week
Read Across America Week for all our elementary schools takes place Monday, February 27th, through March 3rd. The goal is to bring our DSISD family together through reading and share the joy of reading. The Facilitators of Learning and Innovation (FLI) have curated books and activities with a theme of Read Across Dripping, including the hashtag #drippingreads.

Kinder Round-Up
Elementary campuses will be hosting Kindergarten Round-Up for incoming students during April. A kindergarten screener will be administered, and a fun campus tour will be provided, including an overview of the campus for parents. Each campus has a specific schedule, and principals will share that information on campus websites.

PreK Enrollment Timeline
March 6th -31st
Pre-Kindergarten lottery registration will open on March 6th and close on March 31st. All PK documents must be submitted by April 3, 2023, and parents will be notified if their child will be enrolled in the PK program by April 10, 2023.

GT Parent Advisory February 7th
The GT Parent Advisory Council met at CSE to review and analyze DSISD GT programming services in relation to the Texas State GT Plan. Small groups composed of parents, students, and staff analyzed and dialogued regarding programmatic areas of strength, evidence, and opportunities for growth in DSISD GT programming to guide future goals and planning.

Professional Development

- Lead4ward Rockin' Review: (February 13th)
- Guided Math Conference in San Marcos (January 23rd)
- STAAR Studded Redesign Training: Region 13 Service Center
- Pre K Learning Series for early childhood educators (January - February @ Region 13)
- Staff Professional Development Offerings: February 20, 2023-
    - Secondary teachers participated in a professional learning opportunity on February 20th by Vince Mancuso from the Bureau of Educational Research. The presentation revolved around effective instructional use of block scheduling, including effectively structuring lessons within the block, Tier II intervention opportunities within class time, and ensuring student engagement and collaboration within the block schedule.
    - Elementary teachers will complete the state mandated Stop the Bleed and Trauma Informed Training on their home campus. In addition to meeting these required training, staff will work with the campus leadership teams in Professional Learning Communities, analyzing data, planning content, and discovering ed. tech tools, including other focus areas based on each campus improvement plan.

Counseling and Health Services

SchooLinks, a modern platform designed to support personal graduation and College, Career & Military Readiness planning, is in place to assist our students in their high school course selection process. Counselors are using this new tool with our current 8th graders to develop their four-year plans. During this initial phase of SchooLinks, each 8th grader and their family completed the onboarding process within the platform. The platform encompasses career interest inventories, learning style assessments, and personality profiles. Our 8th graders also learned about graduation requirements and core course selections during Tiger Win time. High school counselors partnered with middle school counselors to help organize the presentation times and groups. 8th-grade students also had the opportunity to tour the high school to view core and elective courses for the next school year. Students will begin making their 9th-grade course selections and 4-year plans next week during their Tiger Win Time.

At the high school, SchooLinks will also be used with current 9th-11th graders to register for their 2023-24 courses. Counselors will present course selection options for each grade level during scheduled core classes. After completing this process, each student will have their 4-year plan in SchooLinks and their selected courses for the 2023-24 school year. Parents/Guardians can view and approve their students' selections through the Parent Portal in SchooLinks. All course selections for 8th-graders will be finalized by March 10th in SchooLinks for all 23-24 high school students.

Special Services

Emergent Tree Coaching

At the end of this month, the coaches from Emergent Tree will work with campuses on learning and implementing new behavioral strategy supports for students. One of the strategies is a Check-in/Check-out method that uses a Daily Behavior Report Card (DBRC). The Check-in/out strategy is used with students needing additional behavior support with those students being paired with an adult mentor, such as a preferred teacher, a paraprofessional, a facilitator of learning and innovation (FLI), or another trusted adult. The pair meets daily at the beginning and end of the day to set goals, check in on progress on those goals, and monitor the student's behavior growth. The Daily Behavior Report Card is a behavior accountability form where students can focus on a behavior that needs improvement and becomes more responsible for their behaviors.

Assessment, Accountability, and Federal Programs

The Spring 2023 Texas English Language Proficiency Assessment System (TELPAS) window opens on February 20th and will continue through March 31st. The TELPAS is designed to assess limited English proficiency (LEP) students' progress in learning the English language. Information about the TELPAS can be found here.

The Spring Credit-by-Exam for Acceleration registration deadline is Friday, March 3rd. Elementary students may register to take up to four exams (English/Language Arts, Math, Science, and Social Studies). Exams #1 and 2 will be given on Saturday, April 1st, and Saturday, April 22nd, respectively. Exams #3 and #4 will be given on students' home campuses during the school day between April 24th and May 5th. All registered secondary students will take their exams on Saturday, April 22nd. Students' testing schedules and locations will be communicated to parents no later than Wednesday, March 22nd. Information about acceleration by credit-by-exam and the registration process can be found here.

The 2021-2022 accountability ratings and reports are available on the district website. The availability of this information and how to access it will be communicated to DSISD students' parents no later than Thursday, March 2nd.

Dripping Springs ISD 3rd through 11th Grade students will have multiple opportunities to practice using the STAAR Online Testing platform before the April STAAR exams. Practice sessions will occur on campuses to the extent necessary to become proficient in using that system. Additionally, students may practice at home using the Texas Assessment *Practice and Released Tests* online practice site. Instructions for accessing and using this site are available on the district's STATE ASSESSMENTS webpage. Parents of 3rd through 11th Grade students received instructions for accessing this information on the district website.

Community Services

- Community Services will provide Kids Club Child Care on Monday, February 20, at Rooster Springs Elementary School from 7:00 am - 5:00 pm. This is a student holiday and staff professional learning day. Currently, 45 students are enrolled.

- Kids College after school enrichment program begins Tuesday, February 21, at all elementary schools. Kids College provides an opportunity for students to explore new activities and interests. Classes such as basketball, tennis, golf, cooking, Hip Hop/Jazz, Ukulele, and 3-D printing are just a few of the courses offered. Kids College is held once a week, 3:00 - 4:30 pm, for 6-8 week sessions. We have 51 classes with 580 students enrolled. We are thrilled to have the largest number of students attending and enjoying our classes.
- Kid Club registration remains at a standstill. Despite a significant waiting list at each location, we are simply unable to accept additional children due to a lack of staffing.

		Additional staff needed per campus. ***Staff (18 years+)***	***Student (15 years+)***
CSE	76 enrolled students	33 waiting list	6	3
DSE	104 enrolled students	44 waiting list	5	3
RSE	87 enrolled students	54 waiting list	7	3
SSE	86 enrolled students	67 waiting list	7	3
WSE	122 enrolled students	44 waiting list	0	3

- The Club CRASH programs at both DSMS and SSMS continue to experience a decline in enrollment. We are pleased to provide a safe, supervised environment for before-school care for students in grades 6-8. Students may be dropped off anytime between 6:45-8:15 am at both DSISD middle schools.

DSMS	12 enrolled students
SSMS	18 enrolled students

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Agenda Item: 2022-2023 Budget - Actual Projections

☒ Reports/Information ☐ Presentation/Discussion ☐ Consent ☐ Action

Presenter: Deputy Superintendent for Finance and Operations - Elaine Cogburn

Motion Language: N/A

Policy: CFA (Legal/Local) Accounting – Financial Reports & Statements

Background: Projections of actual fiscal performance are critical for monitoring the financial position of the district. Attached is a summary of the projections for the current 2022-2023 fiscal year based on seven months of actual data. The Business Office will project revenues and expenditures on a monthly basis for the remainder of the current fiscal year.

The current budget for the General Fund reflects a total deficit of $455,609. Current projections of actual revenues and expenditures indicate that operations will result in a surplus of $992,134. This surplus is due to projected unspent budgets and projected higher revenues. In summary, the projections reflect the following:

- Revenues, net of recapture, are projected at $81,594,691 ($554k more than budgeted).
- Operating expenditures are projected at $80,588,516 ($701k less than budgeted).
- Net Operating Results are projected at a surplus of $1,006,176 for the year.

Overall, after operations and transfers in/out, current projections show the General Fund to end the year with a surplus of $992,134. These are early projections which will be updated each month.

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- ☐ 4.1 Implement personalized learning

☐ 2.3 Implement innovative solutions to address optional challenges

☐ 4.2 Establish a culture where personalized learning drives all decision making

Attachments: 2022-2023 Budget - Actual Projections – January 2023

Dripping Springs Independent School District
Summary of Revenue and Expenditure Projections thru January 31, 2023
Fiscal Year 2022 - 2023

	Original Budget	Current Revised Budget	Projections on Actual Thru January 2023	*Variance*	*Explanation of Variances*
Revenues:					
Taxes (Current & Delinquent)	$ 86,675,910	$ 86,675,910	$ 88,891,954	*$ 2,216,044*	Based on current tax levy
Other Local Sources	-	-		-	
Taxes (P&I)	225,000	225,000	287,342	*62,342*	
Other Local	1,398,900	2,052,372	3,095,429	*1,043,057*	
State - ASF & FSP	7,834,285	7,834,285	7,064,241	*(770,044)*	Based on most recent state aid template
State - Other	3,711,896	3,711,896	5,088,046	*1,376,150*	TRS on-behalf based on projected payroll costs
Federal	570,000	570,000	887,486	*317,486*	
Recapture	(20,028,830)	(20,028,830)	(23,719,806)	*(3,690,976)*	Due to higher than budgeted tax collections
Total Revenues	**$ 80,387,161**	**$ 81,040,633**	**$ 81,594,691**	***$ 554,059***	
Expenditures:					
Payroll Costs	67,428,885	66,925,141	66,930,860	*$ (5,718)*	*Expenditure estimates based on actual expenditures through*
Contracted Services	4,370,104	4,719,104	4,731,892	*(12,788)*	*January 31, 2023 plus estimate of future expenditures*
Utilities	2,041,100	2,031,100	1,985,986	*45,114*	*through June 30, 2023*
Supplies and Materials	3,955,606	3,907,266	3,773,409	*133,857*	
Other Operating Costs	1,553,094	1,554,543	1,320,349	*234,194*	
Debt Service/Leases	190,340	331,408	389,480	*(58,072)*	
Capital Outlay	1,492,700	1,821,266	1,456,540	*364,726*	
Total Expenditures	**$ 81,031,829**	**$ 81,289,829**	**$ 80,588,516**	***$ 701,313***	
Net Operating Results	**$ (644,668)**	**$ (249,196)**	**$ 1,006,176**	**$ 1,255,372**	
Transfers In/(Out)	(206,412)	(206,412)	(14,042)	192,370	
Net Change to Fund Balance	**$ (851,080)**	**$ (455,609)**	**$ 992,134**	**$ 1,447,742**	
Beginning Fund Balance	47,077,719	47,077,719	47,077,719		
Estimated Ending Fund Balance	**$ 46,226,638**	**$ 46,622,110**	**$ 48,069,852**		

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: Financial Report – January 2023

☒ Reports ☐ Discussion ☐ Consent ☐ Action

Presenter: Deputy Superintendent for Finance and Operations – Elaine Cogburn

Motion Language: N/A

Policy: CFA (Legal/Local) Accounting – Financial Reports & Statements

Background: The monthly financial report consists of several reports which present information on the district's financial position through the reporting period. The reports show the status of revenue and expenditures to date, tax collections, investments and purchasing activities to date for the month reported on. This month, the reports reflect activity through the month of January 2023, the seventh month of the 2023 fiscal year. All reports reflect unaudited figures, as the annual independent audit will be performed following the closing of the books at the end of the fiscal year.

The financial report as of January 31, 2023, includes:

- Financial Statements for: General Fund, Child Nutrition Fund, Special Revenue Funds (excluding Child Nutrition), Debt Service Fund, Enterprise Funds
- Monthly Tax Collections
- Monthly Investment Report
- Budgeted Cooperative Purchases Exceeding $50,000

Attachments: Financial Reports – January 2023

Goals:

- ☐ 1.1 Build trust through meaningful and positive relationships
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- ☐ 2.2 Develop and formalize departmental operating procedures
- ☐ 2.3 Implement innovative solutions to address optional challenges
- ☐ 4.1 Implement personalized learning
- ☐ 4.2 Establish a culture where personalized learning drives all decision making

Dripping Springs Independent School District
GENERAL FUND 193, 198 and 199 (Maintenance & Operations)
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2023

	CURRENT YEAR 2022-2023				PRIOR YEAR 2021-2022			
	Original Budget	Amended Budget	Actual Year to Date	Actual to Budget	Original Budget	Amended Budget	Actual Year to Date	Actual to Budget
REVENUES:								
Local and Intermediate Sources	$ 88,299,810	$ 88,953,282	$ 80,015,139	89.95%	$ 70,559,081	$ 74,253,279	$ 64,215,052	86.48%
State Program Revenues	11,546,181	11,546,181	8,767,639	75.94%	9,186,941	7,339,310	4,567,083	62.23%
Federal Program Revenues	570,000	570,000	71,846	12.60%	698,000	1,054,472	637,586	60.46%
Total Revenues	$ 100,415,991	$ 101,069,463	$ 88,854,623	87.91%	$ 80,444,022	$ 82,647,061	$ 69,419,722	84.00%
EXPENDITURE SUMMARY BY FUNCTION:								
11 - Instructional	$ 48,816,273	$ 47,857,016	$ 21,292,194	44.49%	$ 44,030,405	$ 39,000,000	$ 19,768,711	50.69%
12 - Instruction Resources & Media Services	850,650	904,898	448,116	49.52%	875,396	935,000	446,506	47.75%
13 - Curriculum and Instructional Staff Development	1,845,640	1,852,578	815,510	44.02%	1,813,719	1,830,000	895,398	48.93%
21 - Instructional Leadership	1,217,763	1,231,122	732,776	59.52%	894,962	1,250,000	637,318	50.99%
23 - School Leadership	3,602,515	3,607,383	1,962,896	54.41%	3,462,181	3,490,559	1,761,799	50.47%
31 - Guidance, Counseling and Evaluation	2,321,012	2,323,012	1,186,864	51.09%	2,212,108	2,227,854	1,169,337	52.49%
33 - Health Services	824,570	902,297	405,010	44.89%	937,801	800,000	335,529	41.94%
34 - Student Transportation	4,360,620	4,363,178	2,482,496	56.90%	2,577,883	2,875,000	1,494,527	51.98%
35 - Food Services	-	-	54,753	0.00%	-	-	-	0.00%
36 - Cocurricular/Extracurricular Activities	2,600,941	2,610,539	1,384,296	53.03%	2,430,447	2,650,000	1,195,968	45.13%
41 - General Administration	3,450,862	3,989,991	2,161,470	54.17%	3,331,094	3,400,000	1,775,648	52.22%
51 - Plant Maintenance and Facility Serivces	8,032,305	8,060,020	5,142,792	63.81%	7,767,547	8,000,000	4,183,400	52.29%
52 - Security and Monitoring Services	574,617	630,040	167,379	26.57%	448,582	525,000	106,903	20.36%
53 - Data Processing Services	1,639,941	1,680,307	854,613	50.86%	1,537,643	1,550,000	809,737	52.24%
61 - Community Services	3,780	15,248	13,144	86.20%	3,150	3,529	1,496	42.40%
71 - Debt Services	190,340	331,408	271,907	82.05%	332,264	484,264	332,264	68.61%
81 - Facilities Acquisition and Construction	-	151,877	155,456	102.36%	-	225,000	-	0.00%
91 - Student Attendance Credits (Recapture)	20,028,830	20,028,830	-	0.00%	6,974,798	11,704,520	4,606,300	39.35%
93 - Payments to Fiscal Agents	-	-	-	0.00%	-	-	-	0.00%
95 - Payments to JJAEP Programs	-	-	-	0.00%	-	-	-	0.00%
96 - Payments to Charter Schools	-	-	-	0.00%	-	-	-	0.00%
99 - Other Intergovernmental Charges	700,000	778,915	373,232	47.92%	600,000	661,000	320,204	48.44%
Total All Expenditures	$ 101,060,659	$ 101,318,659	$ 39,904,904	39.39%	$ 80,229,980	$ 81,611,726	$ 39,841,044	48.82%
EXPENDITURE SUMMARY BY OBJECT CODE:								
61XX - Payroll Costs	$ 67,428,885	$ 66,925,141	$ 32,031,232	47.86%	$ 62,728,783	$ 58,545,080	$ 29,266,587	49.99%
62XX - Professional and Contracted Services	26,440,034	26,779,034	3,775,084	14.10%	12,772,049	17,460,816	7,699,501	44.10%
63XX - Supplies and Materials	3,955,606	3,907,666	1,678,107	42.94%	2,998,206	3,389,256	1,691,468	49.91%
64XX - Other Operating Expenses	1,553,094	1,554,143	850,273	54.71%	1,319,678	1,345,198	808,095	60.07%
65XX - Debt Service - Principal	190,340	331,408	271,907	82.05%	332,264	484,264	332,264	68.61%
66XX - Capital Outlay	1,492,700	1,821,266	1,298,302	71.29%	79,000	387,112	43,129	11.14%
Total All Expenditures	$ 101,060,659	$ 101,318,659	$ 39,904,904	39.39%	$ 80,229,980	$ 81,611,726	$ 39,841,044	48.82%
Excess (Deficiency) of Revenues Over Expenditures	**$ (644,668)**	**$ (249,196)**	**$ 48,949,719**		**$ 214,042**	**$ 1,035,335**	**$ 29,578,678**	
Other Resources								
Transfers In	$ -	$ -	$ 50,358	0.00%	$ 100,000	$ -	$ 38,383	0.00%
Transfers (Out)	(206,412)	(206,412)	(58,100)	28.15%	(95,000)	(235,000)	(51,100)	21.74%
Net Increase/(Decrease) in Fund Balance	**$ (851,080)**	**$ (455,609)**	**$ 48,941,977**		**$ 219,042**	**$ 800,335**	**$ 29,565,961**	
Beginning Fund Balance *(As of July 1, 2022)*			**$ 47,077,719**					
Ending Fund Balance, Estimated			**$ 96,019,696**					

Dripping Springs Independent School District
CHILD NUTRITION FUND 240
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2023

	CURRENT YEAR 2022-2023				PRIOR YEAR 2021-2022			
	Original Budget	Amended Budget	Actual Year to Date	Actual to Budget	Original Budget	Amended Budget	Actual Year to Date	Actual to Budget
REVENUES:								
Local and Intermediate Sources	$ 2,655,000	$ 2,655,000	$ 2,392,045	90.10%	$ 2,796,398	$ 2,796,398	$ 1,365,605	48.83%
State Program Revenues	88,293	88,293	95,083	107.69%	47,000	47,000	70,727	150.48%
Federal Program Revenues	515,000	515,000	220,279	42.77%	335,000	335,000	713,052	212.85%
Total Revenues	$ 3,258,293	$ 3,258,293	$ 2,707,408	83.09%	$ 3,178,398	$ 3,178,398	$ 2,149,385	67.62%
EXPENDITURE SUMMARY BY FUNCTION:								
11 - Instructional	$ -	$ -	$ -	-	$ -	$ -	$ -	-
12 - Instruction Resources & Media Services	-	-	-	-	-	-	-	-
13 - Curriculum and Instructional Staff Development	-	-	-	-	-	-	-	-
21 - Instructional Leadership	-	-	-	-	-	-	-	-
23 - School Leadership	-	-	-	-	-	-	-	-
31 - Guidance, Counseling and Evaluation	-	-	-	-	-	-	-	-
33 - Health Services	-	-	-	-	-	-	-	-
34 - Student Transportation	-	-	-	-	-	-	-	-
35 - Food Services	3,317,799	3,320,607	1,626,566	48.98%	3,094,398	3,094,398	1,612,286	52.10%
36 - Cocurricular/Extracurricular Activities	-	-	-	-	-	-	-	-
41 - General Administration	-	-	-	-	-	-	-	-
51 - Plant Maintenance and Facility Serivces	-	-	-	-	-	-	-	-
52 - Security and Monitoring Services	-	-	-	-	-	-	-	-
53 - Data Processing Services	-	-	-	-	-	-	-	-
61 - Community Services	-	-	-	-	-	-	-	-
71 - Debt Services	-	-	-	-	-	-	-	-
81 - Facilities Acquisition and Construction	-	27,654	27,654	100.00%	84,000	84,000	-	0.00%
91 - Student Attendance Credits (Recapture)	-	-	-	-	-	-	-	-
93 - Payments to Fiscal Agents	-	-	-	-	-	-	-	-
95 - Payments to JJAEP Programs	-	-	-	-	-	-	-	-
96 - Payments to Charter Schools	-	-	-	-	-	-	-	-
99 - Other Intergovernmental Charges	-	-	-	-	-	-	-	-
Total All Expenditures	$ 3,317,799	$ 3,348,261	$ 1,654,220	49.41%	$ 3,178,398	$ 3,178,398	$ 1,612,286	50.73%
EXPENDITURE SUMMARY BY OBJECT CODE:								
61XX - Payroll Costs	$ 1,583,799	$ 1,546,049	$ 766,703	49.59%	$ 1,684,198	$ 1,684,198	$ 728,110	43.23%
62XX - Professional and Contracted Services	94,900	94,900	26,354	27.77%	177,850	170,631	56,597	33.17%
63XX - Supplies and Materials	1,625,000	1,605,558	824,673	51.36%	1,183,900	1,191,068	824,078	69.19%
64XX - Other Operating Expenses	14,100	14,100	2,584	18.33%	10,900	10,951	3,500	31.96%
65XX - Debt Service - Principal	-	-	-	0.00%	-	-	-	0.00%
66XX - Capital Outlay	-	87,654	33,906	38.68%	121,550	121,550	-	0.00%
Total All Expenditures	$ 3,317,799	$ 3,348,261	$ 1,654,220	49.41%	$ 3,178,398	$ 3,178,398	$ 1,612,286	50.73%
Excess (Deficiency) of Revenues Over Expenditures	**$ (59,506)**	**$ (89,968)**	**$ 1,053,188**		**$ -**	**$ -**	**$ 537,099**	
Other Resources								
Transfers In	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%
Transfers (Out)	-	-	-	0.00%	-	497	-	0.00%
Net Increase/(Decrease) in Fund Balance	**$ (59,506)**	**$ (89,968)**	**$ 1,053,188**		**$ -**	**$ 497**	**$ 537,099**	
Beginning Fund Balance *(As of July 1, 2022)*			**$ 987,978**					
Ending Fund Balance, Estimated			**$ 2,041,166**					

Dripping Springs Independent School District
DEBT SERVICE FUND 599 (Interest & Sinking)
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2023

	CURRENT YEAR 2022-2023				PRIOR YEAR 2021-2022			
	Original Budget	Amended Budget	Actual Year to Date	Actual to Budget	Original Budget	Amended Budget	Actual Year to Date	Actual to Budget
REVENUES:								
Local and Intermediate Sources	$ 32,138,007	$ 32,138,007	$ 29,008,057	90.26%	$ 24,614,734	$ 24,614,734	$ 22,956,429	93.26%
State Program Revenues	207,903	207,903	561,411	270.04%	260,626	260,626	188,634	72.38%
Federal Program Revenues	-	-	-	0.00%	-	-	-	0.00%
Total Revenues	$ 32,345,910	$ 32,345,910	$ 29,569,468	91.42%	$ 24,875,360	$ 24,875,360	$ 23,145,063	93.04%
EXPENDITURE SUMMARY BY FUNCTION:								
11 - Instructional	$ -	$ -	$ -	-	$ -	$ -	$ -	-
12 - Instruction Resources & Media Services	-	-	-	-	-	-	-	-
13 - Curriculum and Instructional Staff Development	-	-	-	-	-	-	-	-
21 - Instructional Leadership	-	-	-	-	-	-	-	-
23 - School Leadership	-	-	-	-	-	-	-	-
31 - Guidance, Counseling and Evaluation	-	-	-	-	-	-	-	-
33 - Health Services	-	-	-	-	-	-	-	-
34 - Student Transportation	-	-	-	-	-	-	-	-
35 - Food Services	-	-	-	-	-	-	-	-
36 - Cocurricular/Extracurricular Activities	-	-	-	-	-	-	-	-
41 - General Administration	-	-	-	-	-	-	-	-
51 - Plant Maintenance and Facility Serivces	-	-	-	-	-	-	-	-
52 - Security and Monitoring Services	-	-	-	-	-	-	-	-
53 - Data Processing Services	-	-	-	-	-	-	-	-
61 - Community Services	-	-	-	-	-	-	-	-
71 - Debt Services	19,714,860	19,714,860	6,252,654	31.72%	21,139,159	21,139,159	8,675,704	41.04%
81 - Facilities Acquisition and Construction	-	-	-	-	-	-	-	-
91 - Student Attendance Credits (Recapture)	-	-	-	-	-	-	-	-
93 - Payments to Fiscal Agents	-	-	-	-	-	-	-	-
95 - Payments to JJAEP Programs	-	-	-	-	-	-	-	-
96 - Payments to Charter Schools	-	-	-	-	-	-	-	-
99 - Other Intergovernmental Charges	-	-	-	-	-	-	-	-
Total All Expenditures	$ 19,714,860	$ 19,714,860	$ 6,252,654	31.72%	$ 21,139,159	$ 21,139,159	$ 8,675,704	41.04%
EXPENDITURE SUMMARY BY OBJECT CODE:								
61XX - Payroll Costs	$ -	$ -	$ -	-	$ -	$ -	$ -	-
62XX - Professional and Contracted Services	-	-	-	-	-	-	-	-
63XX - Supplies and Materials	-	-	-	-	-	-	-	-
64XX - Other Operating Expenses	-	-	-	-	-	-	-	-
65XX - Debt Service - Principal	19,714,860	19,714,860	6,252,654	31.72%	21,139,159	21,139,159	8,675,704	41.04%
66XX - Capital Outlay	-	-	-	-	-	-	-	-
Total All Expenditures	$ 19,714,860	$ 19,714,860	$ 6,252,654	31.72%	$ 21,139,159	$ 21,139,159	$ 8,675,704	41.04%
Excess (Deficiency) of Revenues Over Expenditures	**$ 12,631,050**	**$ 12,631,050**	**$ 23,316,814**		**$ 3,736,201**	**$ 3,736,201**	**$ 14,469,359**	
Other Resources								
Transfers In	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%
Transfers (Out)	-	-	-	0.00%	-	-	-	0.00%
Net Increase/(Decrease) in Fund Balance	**$ 12,631,050**	**$ 12,631,050**	**$ 23,316,814**		**$ 3,736,201**	**$ 3,736,201**	**$ 14,469,359**	
Beginning Fund Balance *(As of July 1, 2022)*			**$ 18,895,891**					
Ending Fund Balance, Estimated			**$ 42,212,705**					

Dripping Springs Independent School District
SPECIAL REVENUE FUNDS 200-499 EXCLUDING FUND 240
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2023

	CURRENT YEAR 2022-2023				PRIOR YEAR 2021-2022			
	Original Budget	Amended Budget	Actual Year to Date	Actual to Budget	Original Budget	Amended Budget	Actual Year to Date	Actual to Budget
REVENUES:								
Local and Intermediate Sources	$ 425,978	$ 425,978	$ 420,863	98.80%	$ -	$ -	$ 945,766	0.00%
State Program Revenues	1,082,755	1,087,742	371,919	34.19%	1,188,281	1,188,281	516,079	43.43%
Federal Program Revenues	2,028,368	7,556,155	342,251	4.53%	8,534,942	8,539,568	528,076	6.18%
Total Revenues	$ 3,537,102	$ 9,069,875	$ 1,135,034	12.51%	$ 9,723,223	$ 9,727,849	$ 1,989,920	20.46%
EXPENDITURE SUMMARY BY FUNCTION:								
11 - Instructional	$ 2,553,312	$ 3,723,448	$ 1,741,429	46.77%	$ 5,821,533	$ 5,827,083	$ 963,487	16.53%
12 - Instruction Resources & Media Services	513	513	-	0.00%	-	-	19,424	0.00%
13 - Curriculum and Instructional Staff Development	148,071	1,690,189	630,778	37.32%	1,065,800	1,066,076	145,037	13.60%
21 - Instructional Leadership	-	26,192	23,921	91.33%	131,856	131,856	5,342	4.05%
23 - School Leadership	14,508	14,508	14,508	100.00%	19,598	19,598	34,795	177.55%
31 - Guidance, Counseling and Evaluation	956,558	1,733,175	541,521	31.24%	1,039,284	1,039,284	395,254	38.03%
33 - Health Services	62,367	62,564	42,122	67.33%	1,120,017	1,120,567	30,700	2.74%
34 - Student Transportation	351	351	-	0.00%	13,006	13,006	-	0.00%
35 - Food Services	-	-	2,913	0.00%	-	-	-	0.00%
36 - Cocurricular/Extracurricular Activities	66,354	66,354	66,354	100.00%	-	-	310,166	0.00%
41 - General Administration	-	-	-	0.00%	-	-	31	0.00%
51 - Plant Maintenance and Facility Serivces	1,275	1,275	1,009	79.19%	45,546	45,546	-	0.00%
52 - Security and Monitoring Services	41,428	41,428	19,709	47.58%	38,584	38,584	18,192	47.15%
53 - Data Processing Services	-	-	157,884	0.00%	-	-	-	0.00%
61 - Community Services	1,583	2,150	1,113	51.77%	-	-	147	0.00%
71 - Debt Services	-	-	-	0.00%	-	-	-	0.00%
81 - Facilities Acquisition and Construction	-	-	-	0.00%	-	-	-	0.00%
91 - Student Attendance Credits (Recapture)	-	-	-	0.00%	-	-	-	0.00%
93 - Payments to Fiscal Agents	-	-	-	0.00%	-	-	-	0.00%
95 - Payments to JJAEP Programs	-	-	-	0.00%	-	-	-	0.00%
96 - Payments to Charter Schools	-	-	-	0.00%	-	-	-	0.00%
99 - Other Intergovernmental Charges	-	-	-	0.00%	-	-	-	0.00%
Total All Expenditures	$ 3,846,319	$ 7,362,147	$ 3,243,262	44.05%	$ 9,295,223	$ 9,301,599	$ 1,922,574	20.67%
EXPENDITURE SUMMARY BY OBJECT CODE:								
61XX - Payroll Costs	$ 2,241,038	$ 3,116,757	$ 1,075,928	34.52%	$ 5,030,871	$ 5,030,871	$ 512,594	10.19%
62XX - Professional and Contracted Services	518,145	1,899,606	1,396,536	73.52%	1,203,680	1,205,980	437,906	36.31%
63XX - Supplies and Materials	994,261	1,672,447	644,656	38.55%	2,734,942	2,738,742	635,488	23.20%
64XX - Other Operating Expenses	36,529	586,991	63,766	10.86%	325,730	326,006	289,071	88.67%
65XX - Debt Service - Principal	-	-	-	0.00%	-	-	-	0.00%
66XX - Capital Outlay	56,347	86,347	62,377	72.24%	-	-	47,515	0.00%
Total All Expenditures	$ 3,846,319	$ 7,362,147	$ 3,243,262	44.05%	$ 9,295,223	$ 9,301,599	$ 1,922,574	20.67%
Excess (Deficiency) of Revenues Over Expenditures	**$ (309,218)**	**$ 1,707,728**	**$ (2,108,228)**		**$ 428,000**	**$ 426,250**	**$ 67,347**	
Other Resources								
Transfers In	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%
Transfers (Out)	-	-	-	0.00%	-	-	-	0.00%
Net Increase/(Decrease) in Fund Balance	**$ (309,218)**	**$ 1,707,728**	**$ (2,108,228)**		**$ 428,000**	**$ 426,250**	**$ 67,347**	

Dripping Springs Independent School District
ENTERPRISE FUNDS 711, 712 and 713
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2023

	CHILD DEVELOPMENT (711)	COMMUNITY SERVICES (712)	FACILITIES RENTALS (713)	TOTAL
REVENUES:				
Local and Intermediate Sources	$ 33,778	$ 1,091,566	$ 205,656	$ 1,331,000
State Program Revenues	-	-	-	-
Federal Program Revenues	-	-	-	-
Total Revenues	$ 33,778	$ 1,091,566	$ 205,656	$ 1,331,000
EXPENDITURES:				
11 - Instructional	$ -	$ -	$ -	$ -
12 - Instruction Resources & Media Services	-	-	-	-
13 - Curriculum and Instructional Staff Development	-	-	-	-
21 - Instructional Leadership	-	-	-	-
23 - School Leadership	-	-	-	-
31 - Guidance, Counseling and Evaluation	-	-	-	-
33 - Health Services	-	-	-	-
34 - Student Transportation	-	-	-	-
35 - Food Services	-	-	-	-
36 - Cocurricular/Extracurricular Activities	-	-	-	-
41 - General Administration	-	-	-	-
51 - Plant Maintenance and Facility Serivces	-	-	-	-
52 - Security and Monitoring Services	-	-	13,350	13,350
53 - Data Processing Services	-	-	-	-
61 - Community Services	344,718	1,052,985	59,319	1,457,021
71 - Debt Services	-	1,534	-	1,534
81 - Facilities Acquisition and Construction	-	-	-	-
91 - Student Attendance Credits	-	-	-	-
93 - Payments to Fiscal Agents	-	-	-	-
95 - Payments to JJAEP Programs	-	-	-	-
96 - Payments to Charter Schools	-	-	-	-
99 - Other Intergovernmental Charges	-	-	-	-
Total Expenditures	$ 344,718	$ 1,054,518	$ 72,669	$ 1,471,905
Excess (Deficiency) of Revenues Over Expenditures	**$ (310,939)**	**$ 37,047**	**$ 132,987**	**$ (140,905)**
Other Resources				
Transfers In	$ -	$ 58,100	$ -	$ 58,100
Transfers (Out)	-	(50,358)	-	(50,358)
Net Increase/(Decrease) in Fund Balance	**$ (310,939)**	**$ 44,789**	**$ 132,987**	**$ (133,163)**

Dripping Springs Independent School District
Tax Collections Report
2022 Tax Year

As of January 31, 2023

M & O Collections	Collections to Date	Current Month	Total Collections
Current Year Collections	$ 49,627,674.83	$ 26,953,474.52	$ 76,581,149.35
Delinquent Collections	14,983.61	58,898.02	73,881.63
Rollbacks	-	27,594.42	27,594.42
Penalty & Interest	24,146.50	22,377.85	46,524.35
Attorney Fees	14,530.34	11,479.13	26,009.47
	$ 49,681,335.28	**$ 27,073,823.94**	**$ 76,755,159.22**
I & S Collections			
Current Year Collections	$ 18,420,418.28	$ 10,003,994.05	$ 28,424,412.33
Delinquent Collections	5,781.47	19,670.46	25,451.93
Rollbacks	-	9,614.70	9,614.70
Penalty & Interest	8,732.81	7,482.36	16,215.17
Attorney Fees	5,265.04	3,901.23	9,166.27
	$ 18,440,197.60	**$ 10,044,662.80**	**$ 28,484,860.40**
Total Collections			
Current Year Collections	$ 68,048,093.11	$ 36,957,468.57	$ 105,005,561.68
Delinquent Collections	20,765.08	78,568.48	99,333.56
Rollbacks	-	37,209.12	37,209.12
Penalty & Interest	32,879.31	29,860.21	62,739.52
Attorney Fees	19,795.38	15,380.36	35,175.74
	$ 68,121,532.88	**$ 37,118,486.74**	**$ 105,240,019.62**

2022 Original Tax Levy	**$ 123,042,421.99**
Adjustments to Date	**(4,870.86)**
2022 Adjusted Tax Levy	**$ 123,037,551.13**

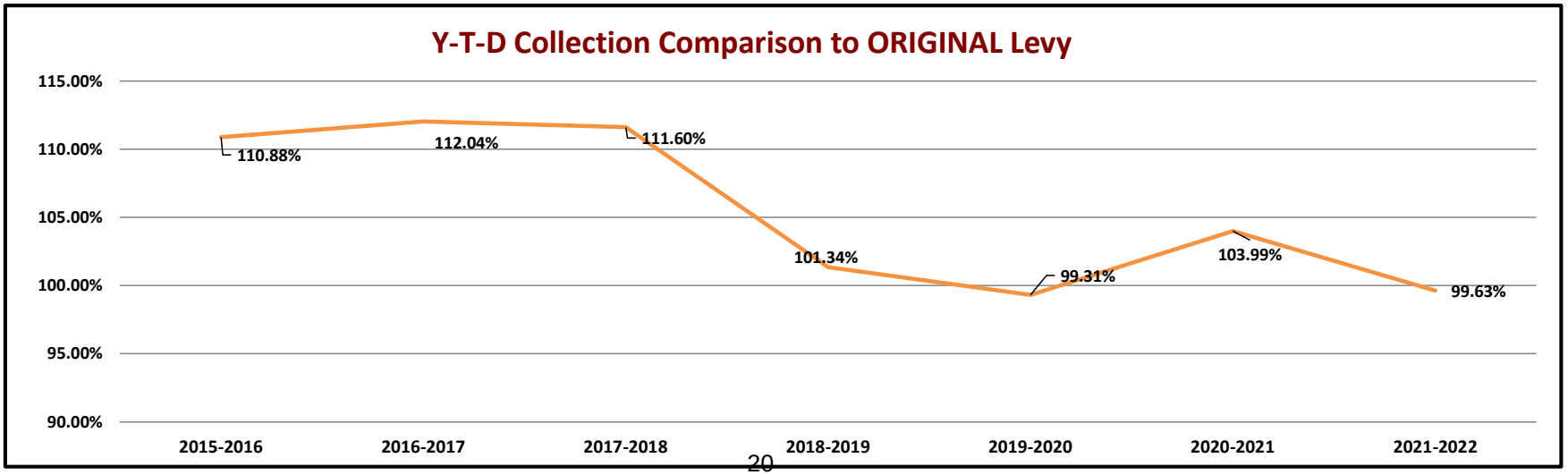
Current Year Collections Percentage	**85.34%**

Taxes Outstanding	
Current Year Uncollected	$ 18,031,989.45
Delinquent Taxes	1,063,552.22
Rollbacks	120,922.57
	$ 19,216,464.24

Dripping Springs Independent School District
Tax Collections Report
2022 Tax Year

12 Month Collection Comparison

Monthly Collections	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
October	$ 447,078	$ 1,923,392	$ 950,075	$ 2,425,892	$ -	$ 45,742	$ 128,085	$ 388,072
November	2,691,218	3,140,679	4,096,646	3,721,094	3,852,813	215,425	5,402,309	7,148,393
December	23,710,379	30,479,567	36,078,327	39,490,367	41,178,495	42,904,145	55,509,629	60,511,628
January	18,824,134	16,816,247	18,621,111	19,408,043	23,179,780	23,796,625	23,718,238	36,957,469
February	4,295,123	4,159,083	3,741,296	5,334,656	6,505,375	12,622,872	9,548,406	-
March	783,895	799,706	969,213	922,918	1,027,226	1,800,913	1,671,453	-
April	353,799	252,527	361,995	582,161	524,814	821,383	608,088	-
May	331,593	374,633	342,546	529,649	474,385	573,605	470,733	-
June	131,304	187,707	150,975	183,388	280,287	725,682	256,208	-
July	255,902	293,220	251,290	292,473	286,860	434,151	306,843	-
August	97,008	124,507	136,123	97,619	97,619	320,700	240,938	-
September	39,442	32,199	25,193	48,950	16,413	34,705	27,518	-
TOTAL	**$ 51,960,873**	**$ 58,583,465**	**$ 65,724,789**	**$ 73,037,210**	**$ 77,424,069**	**$ 84,295,946**	**$ 97,888,449**	**$ 105,005,562**
Collection Rate	**110.88%**	**112.04%**	**111.60%**	**101.34%**	**99.31%**	**103.99%**	**99.63%**	**85.34%**
Original Levy	**$ 46,861,086**	**$ 52,287,007**	**$ 58,891,625**	**$ 72,070,902**	**$ 77,963,323**	**$ 81,063,664**	**$ 98,256,465**	**$ 123,037,551**



Dripping Springs ISD
Portfolio Management
Portfolio Summary
January 31, 2023

TCG Advisors, a HUB Intl Co
900 S Capital of Texas Hwy
350
Austin, TX 78746
(512)600-5200

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Texas TERM	35,000,000.00	35,000,000.00	35,000,000.00	23.24	163	143	4.964
Treasury Coupon Securities	2,780,000.00	2,706,645.51	2,775,152.31	1.84	684	263	0.843
Municipal Bonds	910,000.00	898,705.29	912,058.64	0.61	608	119	0.298
Investment Pools	106,633,940.93	106,633,940.93	106,633,940.93	70.82	1	1	4.540
Money Market Accounts	485,392.50	485,392.50	485,392.50	0.32	1	1	3.646
Checking Accounts	4,765,430.31	4,765,430.31	4,765,430.31	3.16	1	1	0.214
Investments	**150,574,763.74**	**150,490,114.54**	**150,571,974.69**	**100.00%**	**55**	**39**	**4.405**
Cash and Accrued Interest							
Accrued Interest at Purchase		0.00	0.00				
Ending Accrued Interest		100,568.27	100,568.27				
Subtotal		100,568.27	100,568.27				
Total Cash and Investments Value	**150,574,763.74**	**150,590,682.81**	**150,672,542.96**		**55**	**39**	**4.405**

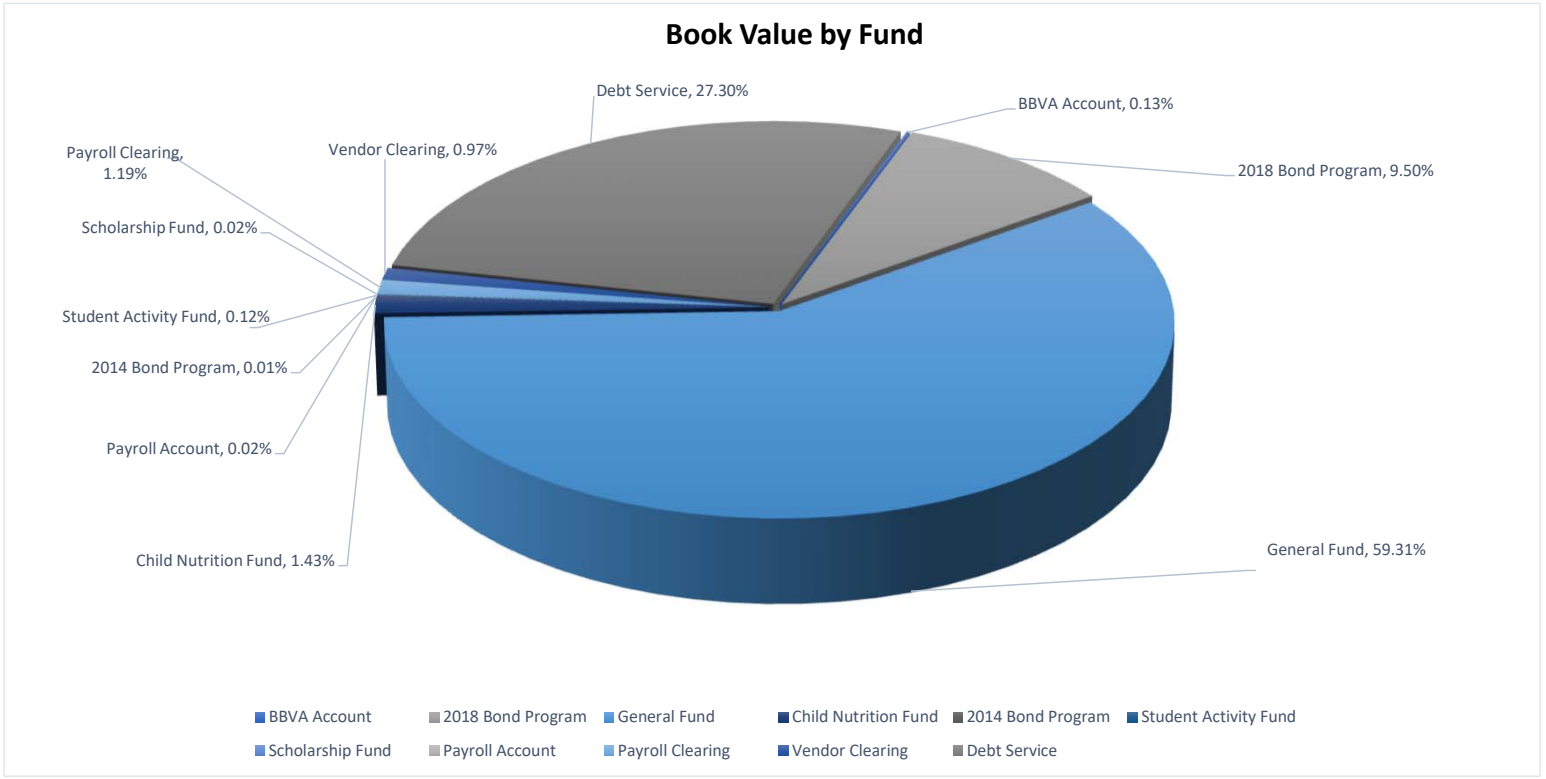
Total Earnings	January 31 Month Ending	Fiscal Year To Date
Current Year	487,584.04	1,504,489.08

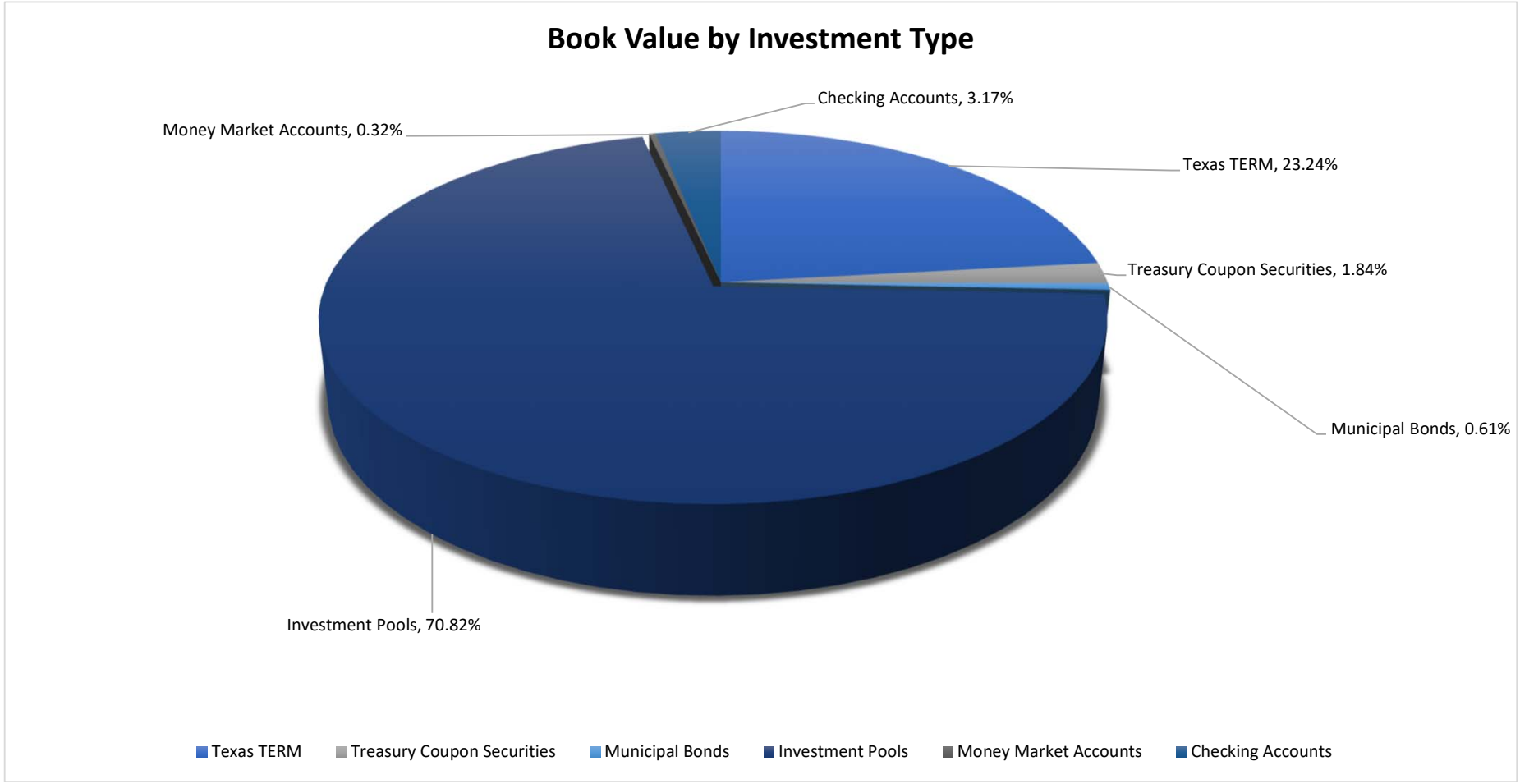
This report is presented in accordance with the Texas Government Code Title 10 Section 2256.023. The below signed hereby certify that, to the best of their knowledge on the date this report was created, Dripping Springs ISD is in compliance with the provisions of the Government Code 2256 and with the stated policies and strategies of Dripping Springs ISD.

Elaine Cogburn, Deputy Superintendent

Reporting period 01/01/2023-01/31/2023
Data Updated: SET_DRIP: 02/08/2023 15:16
Run Date: 02/08/2023 - 15:16

Portfolio DRIP
AP
PM (PRF_PM1) 7.3.11
Report Ver. 7.3.11


Book Value by Fund
Debt Service, 27.30%
BBVA Account, 0.13%
Payroll Clearing, 1.19%
Vendor Clearing, 0.97%
2018 Bond Program, 9.50%
Scholarship Fund, 0.02%
Student Activity Fund, 0.12%
2014 Bond Program, 0.01%
Payroll Account, 0.02%
Child Nutrition Fund, 1.43%
General Fund, 59.31%
BBVA Account
2018 Bond Program
General Fund
Child Nutrition Fund
2014 Bond Program
Student Activity Fund
Scholarship Fund
Payroll Account
Payroll Clearing
Vendor Clearing
Debt Service


Book Value by Investment Type
Checking Accounts, 3.17%
Money Market Accounts, 0.32%
Texas TERM, 23.24%
Treasury Coupon Securities, 1.84%
Municipal Bonds, 0.61%
Investment Pools, 70.82%
Texas TERM
Treasury Coupon Securities
Municipal Bonds
Investment Pools
Money Market Accounts
Checking Accounts

Dripping Springs ISD
Fund GEN - General Fund
Investments by Fund
January 31, 2023

TCG Advisors, a HUB Intl Co
900 S Capital of Texas Hwy
350
Austin, TX 78746
(512)600-5200

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Texas TERM											
113206N	11046	Texas Term	01/06/2023	5,000,000.00	5,000,000.00	5,000,000.00	4.690	4.625	4.690	04/05/2023	63
113206O	11047	Texas Term	01/06/2023	5,000,000.00	5,000,000.00	5,000,000.00	4.870	4.803	4.870	06/05/2023	124
113206P	11048	Texas Term	01/06/2023	10,000,000.00	10,000,000.00	10,000,000.00	5.020	4.951	5.020	07/06/2023	155
113206Q	11049	Texas Term	01/20/2023	15,000,000.00	15,000,000.00	15,000,000.00	5.050	4.980	5.050	07/18/2023	167
		Subtotal and Average		**35,000,000.00**	**35,000,000.00**	**35,000,000.00**		**4.896**	**4.964**		**142**
Treasury Coupon Securities											
91282CBU4	11002	US Treasury	08/25/2021	499,957.80	500,000.00	496,427.70	0.125	0.178	0.181	03/31/2023	58
91282CAF8	11006	US Treasury	08/25/2021	499,721.13	500,000.00	487,714.80	0.125	0.229	0.232	08/15/2023	195
91282CDA6	11013	US Treasury	10/05/2021	279,946.57	280,000.00	271,785.92	0.250	0.273	0.277	11/30/2023	302
91282CDM0	11018	US Treasury	12/14/2021	599,219.69	600,000.00	579,257.76	0.500	0.651	0.660	11/30/2023	302
91282CDR9	11024	US Treasury	01/06/2022	459,813.15	460,000.00	443,576.53	0.750	0.786	0.797	12/31/2023	333
91282CEG2	11040	US Treasury	08/03/2022	436,493.97	440,000.00	427,882.80	2.250	2.920	2.961	03/31/2024	424
		Subtotal and Average		**2,775,152.31**	**2,780,000.00**	**2,706,645.51**		**0.831**	**0.843**		**263**
Municipal Bonds											
395476EX8	11012	Greensboro N C	10/19/2021	310,002.87	310,000.00	307,802.13	0.364	0.359	0.364	04/01/2023	59
73358W4V3	11009	NY & NJ Port Authority	09/20/2021	602,055.77	600,000.00	590,903.16	1.086	0.259	0.263	07/01/2023	150
		Subtotal and Average		**912,058.64**	**910,000.00**	**898,705.29**		**0.294**	**0.298**		**119**
Investment Pools											
LONESTAR	10984	Lone Star Government Overnight	10/13/2020	1,555,813.92	1,555,813.92	1,555,813.92	4.310	4.250	4.310		1
SYS10838	10839	Texas Class	04/01/2018	48,251,076.06	48,251,076.06	48,251,076.06	4.574	4.511	4.574		1
TXDAILY	10866	TexasDAILY	04/01/2018	5.02	5.02	5.02	4.360	4.300	4.360		1
		Subtotal and Average		**49,806,895.00**	**49,806,895.00**	**49,806,895.00**		**4.503**	**4.566**		**1**
Money Market Accounts											
10001	10878	TD Ameritrade Money Market	07/01/2018	485,392.50	485,392.50	485,392.50	3.646	3.596	3.646		1
		Subtotal and Average		**485,392.50**	**485,392.50**	**485,392.50**		**3.596**	**3.646**		**1**
Checking Accounts											
9362126	10821	Prosperity Bank	04/01/2018	51,024.84	51,024.84	51,024.84	1.510	1.489	1.510		1
6193291	10822	Prosperity Bank	04/01/2018	269,936.36	269,936.36	269,936.36	0.200	0.197	0.200		1
22424	10950	Prosperity Bank	11/01/2019	1,615.77	1,615.77	1,615.77	0.750	0.739	0.750		1

Portfolio DRIP
AP

Fund GEN - General Fund
Investments by Fund
January 31, 2023

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
			Subtotal and Average	**322,576.97**	**322,576.97**	**322,576.97**		**0.404**	**0.410**	**1**
			Total Investments and Average	**89,302,075.42**	**89,304,864.47**	**89,220,215.27**		**4.481**	**4.543**	**65**

Fund MO - Maintenance & Operations
Investments by Fund
January 31, 2023

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Checking Accounts										
218978310	10989	Prosperity Bank	12/08/2020	3,421.54	3,421.54	3,421.54	0.200	0.197	0.200	1
			Subtotal and Average	**3,421.54**	**3,421.54**	**3,421.54**		**0.197**	**0.200**	**1**
			Total Investments and Average	**3,421.54**	**3,421.54**	**3,421.54**		**0.197**	**0.200**	**1**

Fund DS - Debt Service
Investments by Fund
January 31, 2023

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Investment Pools										
SYS10838	10838	Texas Class	04/01/2018	40,995,633.40	40,995,633.40	40,995,633.40	4.574	4.511	4.574	1
		Subtotal and Average		**40,995,633.40**	**40,995,633.40**	**40,995,633.40**		**4.512**	**4.574**	**1**
Checking Accounts										
6193451	10820	Prosperity Bank	04/01/2018	109,728.59	109,728.59	109,728.59	0.200	0.197	0.200	1
		Subtotal and Average		**109,728.59**	**109,728.59**	**109,728.59**		**0.197**	**0.200**	**1**
		Total Investments and Average		**41,105,361.99**	**41,105,361.99**	**41,105,361.99**		**4.500**	**4.563**	**1**

Fund CHILD - Child Nutrition
Investments by Fund
January 31, 2023

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Investment Pools										
0517-0003	10942	Texas Class	07/01/2019	1,658,773.64	1,658,773.64	1,658,773.64	4.574	4.511	4.574	1
		Subtotal and Average		**1,658,773.64**	**1,658,773.64**	**1,658,773.64**		**4.512**	**4.574**	**1**
Checking Accounts										
6193371	10819	Prosperity Bank	04/01/2018	487,312.18	487,312.18	487,312.18	0.200	0.197	0.200	1
		Subtotal and Average		**487,312.18**	**487,312.18**	**487,312.18**		**0.197**	**0.200**	**1**
		Total Investments and Average		**2,146,085.82**	**2,146,085.82**	**2,146,085.82**		**3.532**	**3.581**	**1**

Fund 2014 BP - 2014 Bond Program
Investments by Fund
January 31, 2023

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Checking Accounts										
213885800	10818	Prosperity Bank	04/01/2018	21,868.37	21,868.37	21,868.37	0.200	0.197	0.200	1
		Subtotal and Average		**21,868.37**	**21,868.37**	**21,868.37**		**0.197**	**0.200**	**1**
		Total Investments and Average		**21,868.37**	**21,868.37**	**21,868.37**		**0.197**	**0.200**	**1**

Fund 2018 BP - 2018 Bond Program
Investments by Fund
January 31, 2023

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Investment Pools										
LONESTAR	10983	Lone Star Government Overnight	10/14/2020	5,040,021.79	5,040,021.79	5,040,021.79	4.310	4.250	4.310	1
TXDAILY	10924	TexasDAILY	11/07/2018	9,097,724.24	9,097,724.24	9,097,724.24	4.360	4.300	4.360	1
SYS10837	10919	TexSTAR	10/10/2018	379.64	379.64	379.64	4.252	4.193	4.251	1
			Subtotal and Average	**14,138,125.67**	**14,138,125.67**	**14,138,125.67**		**4.283**	**4.342**	**1**
Checking Accounts										
213885800	10918	Prosperity Bank	10/24/2018	169,979.25	169,979.25	169,979.25	0.200	0.197	0.200	1
			Subtotal and Average	**169,979.25**	**169,979.25**	**169,979.25**		**0.197**	**0.200**	**1**
			Total Investments and Average	**14,308,104.92**	**14,308,104.92**	**14,308,104.92**		**4.234**	**4.293**	**1**

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Fund STUAC - Student Activity
Investments by Fund
January 31, 2023

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Checking Accounts										
6193611	10823	Prosperity Bank	04/01/2018	173,791.84	173,791.84	173,791.84	0.200	0.197	0.200	1
		Subtotal and Average		**173,791.84**	**173,791.84**	**173,791.84**		**0.197**	**0.200**	**1**
		Total Investments and Average		**173,791.84**	**173,791.84**	**173,791.84**		**0.197**	**0.200**	**1**

31

Fund BBVA - BBVA Account
Investments by Fund
January 31, 2023

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Checking Accounts										
8978264	10979	Prosperity Bank	09/08/2020	201,640.31	201,640.31	201,640.31	0.200	0.197	0.200	1
		Subtotal and Average		**201,640.31**	**201,640.31**	**201,640.31**		**0.197**	**0.200**	**1**
		Total Investments and Average		**201,640.31**	**201,640.31**	**201,640.31**		**0.197**	**0.200**	**1**

32

Fund SCH - Scholarship Fund
Investments by Fund
January 31, 2023

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Investment Pools										
SYS10838	10955	Texas Class	01/01/2020	30,793.74	30,793.74	30,793.74	4.574	4.511	4.574	1
SYS10838	10956	Texas Class	01/01/2020	3,719.48	3,719.48	3,719.48	4.574	4.511	4.574	1
		Subtotal and Average		**34,513.22**	**34,513.22**	**34,513.22**		**4.512**	**4.574**	**1**
		Total Investments and Average		**34,513.22**	**34,513.22**	**34,513.22**		**4.512**	**4.574**	**1**

Fund PAY - Payroll Account
Investments by Fund
January 31, 2023

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Checking Accounts										
6193371	10824	Prosperity Bank	06/01/2018	25,137.72	25,137.72	25,137.72	0.200	0.197	0.200	1
			Subtotal and Average	**25,137.72**	**25,137.72**	**25,137.72**		**0.197**	**0.200**	**1**
			Total Investments and Average	**25,137.72**	**25,137.72**	**25,137.72**		**0.197**	**0.200**	**1**

Fund PAYCLR - Payroll Clearing
Investments by Fund
January 31, 2023

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Checking Accounts										
218978302	10986	Prosperity Bank	11/09/2020	1,784,792.50	1,784,792.50	1,784,792.50	0.200	0.197	0.200	1
		Subtotal and Average		**1,784,792.50**	**1,784,792.50**	**1,784,792.50**		**0.197**	**0.200**	**1**
		Total Investments and Average		**1,784,792.50**	**1,784,792.50**	**1,784,792.50**		**0.197**	**0.200**	**1**

Fund VC - Vendor Clearing
Investments by Fund
January 31, 2023

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Checking Accounts										
218978299	10987	Prosperity Bank	11/06/2020	1,465,181.04	1,465,181.04	1,465,181.04	0.200	0.197	0.200	1
		Subtotal and Average		**1,465,181.04**	**1,465,181.04**	**1,465,181.04**		**0.197**	**0.200**	**1**
		Total Investments and Average		**1,465,181.04**	**1,465,181.04**	**1,465,181.04**		**0.197**	**0.200**	**1**

TCG Advisors, a HUB Intl Co
900 S Capital of Texas Hwy
350
Austin, TX 78746
(512)600-5200

Dripping Springs ISD
Cash Transactions Detail Report
Sorted by Fund - Investment Class
January 1, 2023 - January 31, 2023

Investment #	Fund	Issuer	Transaction Date	Receipt Number	Comment		Deposits	Withdrawals	Interest Received	Balance
2014 Bond Program										
10818	2014 BP	Prosperity Bank								**21,864.66**
			01/01/2023							21,864.66
			01/31/2023						3.71	21,868.37
						Subtotal and Ending Balance	**0.00**	**0.00**	**3.71**	**21,868.37**
2018 Bond Program										
10983	2018 BP	Lone Star Government Overnight								**5,021,642.51**
			01/01/2023							5,021,642.51
			01/31/2023						18,379.28	5,040,021.79
						Subtotal and Ending Balance	**0.00**	**0.00**	**18,379.28**	**5,040,021.79**
10918	2018 BP	Prosperity Bank								**612,632.49**
			01/01/2023							612,632.49
			01/31/2023				350,000.00			962,632.49
			01/31/2023					792,729.41		169,903.08
			01/31/2023						76.17	169,979.25
						Subtotal and Ending Balance	**350,000.00**	**792,729.41**	**76.17**	**169,979.25**
10924	2018 BP	TexasDAILY								**9,413,401.77**
			01/01/2023							9,413,401.77
			01/31/2023					350,000.00		9,063,401.77
			01/31/2023						34,322.47	9,097,724.24
						Subtotal and Ending Balance	**0.00**	**350,000.00**	**34,322.47**	**9,097,724.24**
10919	2018 BP	TexSTAR								**378.34**
			01/01/2023							378.34
			01/31/2023						1.30	379.64
						Subtotal and Ending Balance	**0.00**	**0.00**	**1.30**	**379.64**
BBVA Account										
10979	BBVA	Prosperity Bank								**58,517.35**
			01/01/2023							58,517.35
			01/31/2023				284,652.22			343,169.57
			01/31/2023					141,552.58		201,616.99
			01/31/2023						23.32	201,640.31
						Subtotal and Ending Balance	**284,652.22**	**141,552.58**	**23.32**	**201,640.31**

Investment #	Fund	Issuer	Transaction Date	Receipt Number	Comment		Deposits	Withdrawals	Interest Received	Balance
Child Nutrition										
10819	CHILD	Prosperity Bank								**393,015.63**
			01/01/2023							393,015.63
			01/31/2023				381,993.65			775,009.28
			01/31/2023					287,763.67		487,245.61
			01/31/2023						66.57	487,312.18
						Subtotal and Ending Balance	**381,993.65**	**287,763.67**	**66.57**	**487,312.18**
10942	CHILD	Texas Class								**1,572,663.13**
			01/01/2023							1,572,663.13
			01/31/2023				79,811.90			1,652,475.03
			01/31/2023						6,298.61	1,658,773.64
						Subtotal and Ending Balance	**79,811.90**	**0.00**	**6,298.61**	**1,658,773.64**
Debt Service										
10820	DS	Prosperity Bank								**109,709.95**
			01/01/2023							109,709.95
			01/31/2023						18.64	109,728.59
						Subtotal and Ending Balance	**0.00**	**0.00**	**18.64**	**109,728.59**
10838	DS	Texas Class								**18,964,361.39**
			01/01/2023							18,964,361.39
			01/31/2023				21,895,169.80			40,859,531.19
			01/31/2023						136,102.21	40,995,633.40
						Subtotal and Ending Balance	**21,895,169.80**	**0.00**	**136,102.21**	**40,995,633.40**
General Fund										
10984	GEN	Lone Star Government Overnight								**1,550,140.39**
			01/01/2023							1,550,140.39
			01/31/2023						5,673.53	1,555,813.92
						Subtotal and Ending Balance	**0.00**	**0.00**	**5,673.53**	**1,555,813.92**
10878	GEN	TD Ameritrade Money Market								**18,761.70**
			01/01/2023							18,761.70
			01/31/2023				465,270.50			484,032.20
			01/31/2023						1,360.30	485,392.50
						Subtotal and Ending Balance	**465,270.50**	**0.00**	**1,360.30**	**485,392.50**

Investment #	Fund	Issuer	Transaction Date	Receipt Number	Comment		Deposits	Withdrawals	Interest Received	Balance
General Fund										
10950	GEN	Prosperity Bank								**1,614.74**
			01/01/2023							1,614.74
			01/31/2023						1.03	1,615.77
						Subtotal and Ending Balance	**0.00**	**0.00**	**1.03**	**1,615.77**
10822	GEN	Prosperity Bank								**788,638.36**
			01/01/2023							788,638.36
			01/31/2023				7,579,299.94			8,367,938.30
			01/31/2023					8,098,172.66		269,765.64
			01/31/2023						170.72	269,936.36
						Subtotal and Ending Balance	**7,579,299.94**	**8,098,172.66**	**170.72**	**269,936.36**
10821	GEN	Prosperity Bank								**55,166.52**
			01/01/2023							55,166.52
			01/31/2023				3,859.95			59,026.47
			01/31/2023					8,069.21		50,957.26
			01/31/2023						67.58	51,024.84
						Subtotal and Ending Balance	**3,859.95**	**8,069.21**	**67.58**	**51,024.84**
10866	GEN	TexasDAILY								**5.00**
			01/01/2023							5.00
			01/31/2023				35,000,000.00			35,000,005.00
			01/31/2023					35,000,000.00		5.00
			01/31/2023						0.02	5.02
						Subtotal and Ending Balance	**35,000,000.00**	**35,000,000.00**	**0.02**	**5.02**
10839	GEN	Texas Class								**32,190,581.84**
			01/01/2023							32,190,581.84
			01/31/2023				57,739,295.00			89,929,876.84
			01/31/2023					41,866,222.90		48,063,653.94
			01/31/2023						187,422.12	48,251,076.06
						Subtotal and Ending Balance	**57,739,295.00**	**41,866,222.90**	**187,422.12**	**48,251,076.06**
Maintenance & Operations										
10989	MO	Prosperity Bank								**663,413.73**
			01/01/2023							663,413.73
			01/31/2023					660,000.00		3,413.73
			01/31/2023						7.81	3,421.54

Investment #	Fund	Issuer	Transaction Date	Receipt Number	Comment		Deposits	Withdrawals	Interest Received	Balance
						Subtotal and Ending Balance	**0.00**	**660,000.00**	**7.81**	**3,421.54**
Payroll Account										
10824	PAY	Prosperity Bank								**25,133.45**
			01/01/2023							25,133.45
			01/31/2023						4.27	25,137.72
						Subtotal and Ending Balance	**0.00**	**0.00**	**4.27**	**25,137.72**
Payroll Clearing										
10986	PAYCLR	Prosperity Bank								**1,555,815.66**
			01/01/2023							1,555,815.66
			01/31/2023				6,221,540.24			7,777,355.90
			01/31/2023					5,992,927.86		1,784,428.04
			01/31/2023						364.46	1,784,792.50
						Subtotal and Ending Balance	**6,221,540.24**	**5,992,927.86**	**364.46**	**1,784,792.50**
Scholarship Fund										
10956	SCH	Texas Class								**3,705.05**
			01/01/2023							3,705.05
			01/31/2023						14.43	3,719.48
						Subtotal and Ending Balance	**0.00**	**0.00**	**14.43**	**3,719.48**
10955	SCH	Texas Class								**30,674.36**
			01/01/2023							30,674.36
			01/31/2023						119.38	30,793.74
						Subtotal and Ending Balance	**0.00**	**0.00**	**119.38**	**30,793.74**
Student Activity										
10823	STUAC	Prosperity Bank								**175,581.10**
			01/01/2023							175,581.10
			01/31/2023				15,182.06			190,763.16
			01/31/2023					17,001.33		173,761.83
			01/31/2023						30.01	173,791.84
						Subtotal and Ending Balance	**15,182.06**	**17,001.33**	**30.01**	**173,791.84**
Vendor Clearing										
10987	VC	Prosperity Bank								**350,486.05**
			01/01/2023							350,486.05
			01/31/2023				3,119,421.71			3,469,907.76

Investment #	Fund	Issuer	Transaction Date	Receipt Number	Comment		Deposits	Withdrawals	Interest Received	Balance
			01/31/2023					2,004,860.30		1,465,047.46
			01/31/2023						133.58	1,465,181.04
						Subtotal and Ending Balance	**3,119,421.71**	**2,004,860.30**	**133.58**	**1,465,181.04**
				Total			**133,135,496.97**	**95,219,299.92**	**390,661.52**	**111,884,763.74**

Dripping Springs ISD
Purchases Report
Sorted by Fund - Maturity Date
January 1, 2023 - January 31, 2023

TCG Advisors, a HUB Intl Co
900 S Capital of Texas Hwy
350
Austin, TX 78746
(512)600-5200

CUSIP	Investment #	Fund	Sec. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
General Fund													
113206N	11046	GEN	CPI	TX TRM	5,000,000.00	01/06/2023	04/05 - At Maturity	5,000,000.00		4.690	04/05/2023	4.690	5,000,000.00
113206O	11047	GEN	CPI	TX TRM	5,000,000.00	01/06/2023	06/05 - At Maturity	5,000,000.00		4.870	06/05/2023	4.870	5,000,000.00
113206P	11048	GEN	CPI	TX TRM	10,000,000.00	01/06/2023	07/06 - At Maturity	10,000,000.00		5.020	07/06/2023	5.020	10,000,000.00
113206Q	11049	GEN	CPI	TX TRM	15,000,000.00	01/20/2023	07/18 - At Maturity	15,000,000.00		5.050	07/18/2023	5.050	15,000,000.00
				Subtotal	**35,000,000.00**			**35,000,000.00**	**0.00**				**35,000,000.00**
				Total Purchases	**35,000,000.00**			**35,000,000.00**	**0.00**				**35,000,000.00**

TCG Advisors, a HUB Intl Co
900 S Capital of Texas Hwy
350
Austin, TX 78746
(512)600-5200

Dripping Springs ISD
Interest Earnings
Sorted by Fund - Maturity Date
January 1, 2023 - January 31, 2023
Yield on Beginning Book Value

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Ending Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings: Interest Earned	Adjusted Interest Earnings: Amortization/ Accretion	Adjusted Interest Earnings: Adjusted Interest Earnings
Fund: 2014 Bond Program												
213885800	10818	2014 BP	RR3	21,868.37	21,864.66	21,868.37		0.200	0.200	3.71	0.00	3.71
			Subtotal	**21,868.37**	**21,864.66**	**21,868.37**			**0.200**	**3.71**	**0.00**	**3.71**
Fund: 2018 Bond Program												
213885800	10918	2018 BP	RR3	169,979.25	612,632.49	169,979.25		0.200	0.146	76.17	0.00	76.17
SYS10837	10919	2018 BP	RRP	379.64	378.34	379.64		4.252	4.046	1.30	0.00	1.30
TXDAILY	10924	2018 BP	RRP	9,097,724.24	9,413,401.77	9,097,724.24		4.360	4.293	34,322.47	0.00	34,322.47
LONESTAR	10983	2018 BP	RRP	5,040,021.79	5,021,642.51	5,040,021.79		4.310	4.309	18,379.28	0.00	18,379.28
			Subtotal	**14,308,104.92**	**15,048,055.11**	**14,308,104.92**			**4.130**	**52,779.22**	**0.00**	**52,779.22**
Fund: BBVA Account												
8978264	10979	BBVA	RR3	201,640.31	58,517.35	201,640.31		0.200	0.469	23.32	0.00	23.32
			Subtotal	**201,640.31**	**58,517.35**	**201,640.31**			**0.469**	**23.32**	**0.00**	**23.32**
Fund: Child Nutrition												
6193371	10819	CHILD	RR3	487,312.18	393,015.63	487,312.18		0.200	0.199	66.57	0.00	66.57
0517-0003	10942	CHILD	RRP	1,658,773.64	1,572,663.13	1,658,773.64		4.574	4.716	6,298.61	0.00	6,298.61
			Subtotal	**2,146,085.82**	**1,965,678.76**	**2,146,085.82**			**3.813**	**6,365.18**	**0.00**	**6,365.18**
Fund: Debt Service												
6193451	10820	DS	RR3	109,728.59	109,709.95	109,728.59		0.200	0.200	18.64	0.00	18.64
SYS10838	10838	DS	RRP	40,995,633.40	18,964,361.39	40,995,633.40		4.574	8.450	136,102.21	0.00	136,102.21
			Subtotal	**41,105,361.99**	**19,074,071.34**	**41,105,361.99**			**8.403**	**136,120.85**	**0.00**	**136,120.85**
Fund: General Fund												
6193291	10822	GEN	RR3	269,936.36	788,638.36	269,936.36		0.200	0.255	170.72	0.00	170.72
9362126	10821	GEN	RR3	51,024.84	55,166.52	51,024.84		1.510	1.442	67.58	0.00	67.58
SYS10838	10839	GEN	RRP	48,251,076.06	32,190,581.84	48,251,076.06		4.574	6.855	187,422.12	0.00	187,422.12
TXDAILY	10866	GEN	RRP	5.02	5.00	5.02		4.360	4.710	0.02	0.00	0.02
10001	10878	GEN	RR2	485,392.50	18,761.70	485,392.50		3.646	85.368	1,360.30	0.00	1,360.30
22424	10950	GEN	RR3	1,615.77	1,614.74	1,615.77		0.750	0.751	1.03	0.00	1.03

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Ending Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings: Interest Earned	Adjusted Interest Earnings: Amortization/ Accretion	Adjusted Interest Earnings: Adjusted Interest Earnings
Fund: General Fund												
LONESTAR	10984	GEN	RRP	1,555,813.92	1,550,140.39	1,555,813.92		4.310	4.309	5,673.53	0.00	5,673.53
91282CBU4	11002	GEN	TRC	500,000.00	499,935.24	499,957.80	03/31/2023	0.125	0.178	53.23	22.56	75.79
395476EX8	11012	GEN	MUN	310,000.00	310,004.31	310,002.87	04/01/2023	0.364	0.352	94.03	-1.44	92.59
113206N	11046	GEN	CPI	5,000,000.00	0.00	5,000,000.00	04/05/2023	4.690	4.690	16,704.11	0.00	16,704.11
113206O	11047	GEN	CPI	5,000,000.00	0.00	5,000,000.00	06/05/2023	4.870	4.870	17,345.20	0.00	17,345.20
73358W4V3	11009	GEN	MUN	600,000.00	602,466.93	602,055.77	07/01/2023	1.086	0.258	543.00	-411.16	131.84
113206P	11048	GEN	CPI	10,000,000.00	0.00	10,000,000.00	07/06/2023	5.020	5.020	35,758.90	0.00	35,758.90
113206Q	11049	GEN	CPI	15,000,000.00	0.00	15,000,000.00	07/18/2023	5.050	5.050	24,904.11	0.00	24,904.11
91282CAF8	11006	GEN	TRC	500,000.00	499,676.79	499,721.13	08/15/2023	0.125	0.229	52.65	44.34	96.99
91282CDA6	11013	GEN	TRC	280,000.00	279,941.09	279,946.57	11/30/2023	0.250	0.274	59.61	5.48	65.09
91282CDM0	11018	GEN	TRC	600,000.00	599,139.59	599,219.69	11/30/2023	0.500	0.659	255.49	80.10	335.59
91282CDR9	11024	GEN	TRC	460,000.00	459,795.75	459,813.15	12/31/2023	0.750	0.801	295.44	17.40	312.84
91282CEG2	11040	GEN	TRC	440,000.00	436,237.63	436,493.97	03/31/2024	2.250	2.968	843.13	256.34	1,099.47
			Subtotal	**89,304,864.47**	**38,292,105.88**	**89,302,075.42**			**5.641**	**291,604.20**	**13.62**	**291,617.82**
Fund: Maintenance & Operations												
218978310	10989	MO	RR3	3,421.54	663,413.73	3,421.54		0.200	0.014	7.81	0.00	7.81
			Subtotal	**3,421.54**	**663,413.73**	**3,421.54**			**0.014**	**7.81**	**0.00**	**7.81**
Fund: Payroll Account												
6193371	10824	PAY	RR3	25,137.72	25,133.45	25,137.72		0.200	0.200	4.27	0.00	4.27
			Subtotal	**25,137.72**	**25,133.45**	**25,137.72**			**0.200**	**4.27**	**0.00**	**4.27**
Fund: Payroll Clearing												
218978302	10986	PAYCLR	RR3	1,784,792.50	1,555,815.66	1,784,792.50		0.200	0.276	364.46	0.00	364.46
			Subtotal	**1,784,792.50**	**1,555,815.66**	**1,784,792.50**			**0.276**	**364.46**	**0.00**	**364.46**
Fund: Scholarship Fund												
SYS10838	10955	SCH	RRP	30,793.74	30,674.36	30,793.74		4.574	4.582	119.38	0.00	119.38
SYS10838	10956	SCH	RRP	3,719.48	3,705.05	3,719.48		4.574	4.586	14.43	0.00	14.43
			Subtotal	**34,513.22**	**34,379.41**	**34,513.22**			**4.583**	**133.81**	**0.00**	**133.81**
Fund: Student Activity												
6193611	10823	STUAC	RR3	173,791.84	175,581.10	173,791.84		0.200	0.201	30.01	0.00	30.01
			Subtotal	**173,791.84**	**175,581.10**	**173,791.84**			**0.201**	**30.01**	**0.00**	**30.01**
Fund: Vendor Clearing												
218978299	10987	VC	RR3	1,465,181.04	350,486.05	1,465,181.04		0.200	0.449	133.58	0.00	133.58

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Ending Book Value	Maturity Date	Current Rate	Adjusted Interest Earnings: Annualized Yield	Adjusted Interest Earnings: Interest Earned	Adjusted Interest Earnings: Amortization/ Accretion	Adjusted Interest Earnings: Adjusted Interest Earnings
			Subtotal	1,465,181.04	350,486.05	1,465,181.04			0.449	133.58	0.00	133.58
			Total	150,574,763.74	77,265,102.50	150,571,974.69			5.750	487,570.42	13.62	487,584.04

Dripping Springs ISD
Accrued Interest
Sorted by Fund - Maturity Date
January 1, 2023 - January 31, 2023

TCG Advisors, a HUB Intl Co
900 S Capital of Texas Hwy
350
Austin, TX 78746
(512)600-5200

CUSIP	Investment #	Security Type	Par Value	Maturity Date	Current Rate	* Beginning Accrued Interest	Adjusted Acc'd Int. at Purchase During Period	Interest Earned	Interest Received	* Ending Accrued Interest
2014 Bond Program										
213885800	10818	RR3	21,868.37		0.200	0.00	0.00	3.71	3.71	0.00
		Subtotal	**21,868.37**			**0.00**	**0.00**	**3.71**	**3.71**	**0.00**
2018 Bond Program										
LONESTAR	10983	RRP	5,040,021.79		4.310	0.00	0.00	18,379.28	18,379.28	0.00
TXDAILY	10924	RRP	9,097,724.24		4.360	0.00	0.00	34,322.47	34,322.47	0.00
SYS10837	10919	RRP	379.64		4.252	0.00	0.00	1.30	1.30	0.00
213885800	10918	RR3	169,979.25		0.200	0.00	0.00	76.17	76.17	0.00
		Subtotal	**14,308,104.92**			**0.00**	**0.00**	**52,779.22**	**52,779.22**	**0.00**
BBVA Account										
8978264	10979	RR3	201,640.31		0.200	0.00	0.00	23.32	23.32	0.00
		Subtotal	**201,640.31**			**0.00**	**0.00**	**23.32**	**23.32**	**0.00**
Child Nutrition										
0517-0003	10942	RRP	1,658,773.64		4.574	0.00	0.00	6,298.61	6,298.61	0.00
6193371	10819	RR3	487,312.18		0.200	0.00	0.00	66.57	66.57	0.00
		Subtotal	**2,146,085.82**			**0.00**	**0.00**	**6,365.18**	**6,365.18**	**0.00**
Debt Service										
SYS10838	10838	RRP	40,995,633.40		4.574	0.00	0.00	136,102.21	136,102.21	0.00
6193451	10820	RR3	109,728.59		0.200	0.00	0.00	18.64	18.64	0.00
		Subtotal	**41,105,361.99**			**0.00**	**0.00**	**136,120.85**	**136,120.85**	**0.00**
General Fund										
LONESTAR	10984	RRP	1,555,813.92		4.310	0.00	0.00	5,673.53	5,673.53	0.00
SYS10838	10839	RRP	48,251,076.06		4.574	0.00	0.00	187,422.12	187,422.12	0.00
TXDAILY	10866	RRP	5.02		4.360	0.00	0.00	0.02	0.02	0.00
10001	10878	RR2	485,392.50		3.646	0.00	0.00	1,360.30	1,360.30	0.00
9362126	10821	RR3	51,024.84		1.510	0.00	0.00	67.58	67.58	0.00
6193291	10822	RR3	269,936.36		0.200	0.00	0.00	170.72	170.72	0.00
22424	10950	RR3	1,615.77		0.750	0.00	0.00	1.03	1.03	0.00
91282CBU4	11002	TRC	500,000.00	03/31/2023	0.125	159.68	0.00	53.23	0.00	212.91
395476EX8	11012	MUN	310,000.00	04/01/2023	0.364	282.10	0.00	94.03	0.00	376.13
113206N	11046	CPI	5,000,000.00	04/05/2023	4.690	0.00	0.00	16,704.11	0.00	16,704.11
113206O	11047	CPI	5,000,000.00	06/05/2023	4.870	0.00	0.00	17,345.20	0.00	17,345.20
73358W4V3	11009	MUN	600,000.00	07/01/2023	1.086	3,258.00	0.00	543.00	3,258.00	543.00

* Beginning Accrued may not include investments that redeemed in the previous month that had outstanding accrued interest. Ending Accrued includes outstanding purchase interest.

Portfolio DRIP
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Data Updated: SET_DRIP: 02/08/2023 15:16
Run Date: 02/08/2023 - 15:16

AI (PRF_AI) 7.3.11
Report Ver. 7.3.11

CUSIP	Investment #	Security Type	Par Value	Maturity Date	Current Rate	* Beginning Accrued Interest	Adjusted Acc'd Int. at Purchase During Period	Interest Earned	Interest Received	* Ending Accrued Interest
General Fund										
113206P	11048	CPI	10,000,000.00	07/06/2023	5.020	0.00	0.00	35,758.90	0.00	35,758.90
113206Q	11049	CPI	15,000,000.00	07/18/2023	5.050	0.00	0.00	24,904.11	0.00	24,904.11
91282CAF8	11006	TRC	500,000.00	08/15/2023	0.125	236.07	0.00	52.65	0.00	288.72
91282CDA6	11013	TRC	280,000.00	11/30/2023	0.250	178.85	0.00	59.61	0.00	238.46
91282CDM0	11018	TRC	600,000.00	11/30/2023	0.500	263.74	0.00	255.49	0.00	519.23
91282CDR9	11024	TRC	460,000.00	12/31/2023	0.750	9.53	0.00	295.44	0.00	304.97
91282CEG2	11040	TRC	440,000.00	03/31/2024	2.250	2,529.40	0.00	843.13	0.00	3,372.53
		Subtotal	**89,304,864.47**			**6,917.37**	**0.00**	**291,604.20**	**197,953.30**	**100,568.27**
Maintenance & Operations										
218978310	10989	RR3	3,421.54		0.200	0.00	0.00	7.81	7.81	0.00
		Subtotal	**3,421.54**			**0.00**	**0.00**	**7.81**	**7.81**	**0.00**
Payroll Account										
6193371	10824	RR3	25,137.72		0.200	0.00	0.00	4.27	4.27	0.00
		Subtotal	**25,137.72**			**0.00**	**0.00**	**4.27**	**4.27**	**0.00**
Payroll Clearing										
218978302	10986	RR3	1,784,792.50		0.200	0.00	0.00	364.46	364.46	0.00
		Subtotal	**1,784,792.50**			**0.00**	**0.00**	**364.46**	**364.46**	**0.00**
Scholarship Fund										
SYS10838	10955	RRP	30,793.74		4.574	0.00	0.00	119.38	119.38	0.00
SYS10838	10956	RRP	3,719.48		4.574	0.00	0.00	14.43	14.43	0.00
		Subtotal	**34,513.22**			**0.00**	**0.00**	**133.81**	**133.81**	**0.00**
Student Activity										
6193611	10823	RR3	173,791.84		0.200	0.00	0.00	30.01	30.01	0.00
		Subtotal	**173,791.84**			**0.00**	**0.00**	**30.01**	**30.01**	**0.00**
Vendor Clearing										
218978299	10987	RR3	1,465,181.04		0.200	0.00	0.00	133.58	133.58	0.00
		Subtotal	**1,465,181.04**			**0.00**	**0.00**	**133.58**	**133.58**	**0.00**
		Total	**150,574,763.74**			**6,917.37**	**0.00**	**487,570.42**	**393,919.52**	**100,568.27**

* Beginning Accrued may not include investments that redeemed in the previous month that had outstanding accrued interest. Ending Accrued includes outstanding purchase interest.

TCG Advisors, a HUB Intl Co
900 S Capital of Texas Hwy
350
Austin, TX 78746
(512)600-5200

Dripping Springs ISD
Amortization Schedule
January 1, 2023 - January 31, 2023
Sorted By Fund - Maturity Date

Investment # / Issuer	Fund	Maturity Date / Amort. Date	Beginning Par Value / Current Rate	Purchase Principal	Original Premium or Discount	Ending Book Value	Amounts Amortized And Unamortized As of 01/01/2023	Amount Amortized This Period	Amt Amortized Through 01/31/2023	Amount Unamortized Through 01/31/2023
General Fund										
11002 US Treasury	GEN	03/31/2023	500,000.00 0.125	499,575.78	-424.22	499,957.80	359.46 -64.76	22.56	382.02	-42.20
11012 Greensboro N C	GEN	04/01/2023	310,000.00 0.364	310,025.00	25.00	310,002.87	-20.69 4.31	-1.44	-22.13	2.87
11009 NY & NJ Port Authority	GEN	07/01/2023	600,000.00 1.086	608,785.00	8,785.00	602,055.77	-6,318.07 2,466.93	-411.16	-6,729.23	2,055.77
11006 US Treasury	GEN	08/15/2023	500,000.00 0.125	498,970.31	-1,029.69	499,721.13	706.48 -323.21	44.34	750.82	-278.87
11013 US Treasury	GEN	11/30/2023	280,000.00 0.250	279,860.94	-139.06	279,946.57	80.15 -58.91	5.48	85.63	-53.43
11018 US Treasury	GEN	11/30/2023	600,000.00 0.500	598,150.00	-1,850.00	599,219.69	989.59 -860.41	80.10	1,069.69	-780.31
11024 US Treasury	GEN	12/31/2023	460,000.00 0.750	459,593.75	-406.25	459,813.15	202.00 -204.25	17.40	219.40	-186.85
11040 US Treasury	GEN	03/31/2024	440,000.00 2.250	434,989.02	-5,010.98	436,493.97	1,248.61 -3,762.37	256.34	1,504.95	-3,506.03
			Subtotal	**3,689,949.80**	**-50.20**	**3,687,210.95**	**-2,752.47** **-2,802.67**	**13.62**	**-2,738.85**	**-2,789.05**
			Total	**3,689,949.80**	**-50.20**	**3,687,210.95**	**-2,752.47** **-2,802.67**	**13.62**	**-2,738.85**	**-2,789.05**

Data Updated: SET_DRIP: 02/08/2023 15:16
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AS (PRF_ASW) 7.3.11
Report Ver. 7.3.11

Dripping Springs ISD
Credit Rating Report
January 31, 2023
Sorted by S&P - Maturity Date

TCG Advisors, a HUB Intl Co
900 S Capital of Texas Hwy
350
Austin, TX 78746
(512)600-5200

Investment #	Issuer	Security #	Purchase Principal	Book Value	Market Value	S&P Rating	Moody's Rating	Purchase Date	Maturity Date	Days To Maturity	Stated Rate	YTM	% of Total
10838	TXCL	SYS10838	40,995,633.40	40,995,633.40	40,995,633.40	AAAm	None	04/01/2018		1	4.574	4.574	27.23
10839	TXCL	SYS10838	48,251,076.06	48,251,076.06	48,251,076.06	AAAm	None	04/01/2018		1	4.574	4.574	32.05
10866	TXDALY	TXDAILY	5.02	5.02	5.02	AAAm	None	04/01/2018		1	4.360	4.360	0.00
10919	TXSTAR	SYS10837	379.64	379.64	379.64	AAAm	None	10/10/2018		1	4.252	4.252	0.00
10924	TXDALY	TXDAILY	9,097,724.24	9,097,724.24	9,097,724.24	AAAm	None	11/07/2018		1	4.360	4.360	6.04
10942	TXCL	0517-0003	1,658,773.64	1,658,773.64	1,658,773.64	AAAm	None	07/01/2019		1	4.574	4.574	1.10
10955	TXCL	SYS10838	30,793.74	30,793.74	30,793.74	AAAm	None	01/01/2020		1	4.574	4.574	0.02
10956	TXCL	SYS10838	3,719.48	3,719.48	3,719.48	AAAm	None	01/01/2020		1	4.574	4.574	0.00
10983	LNST G	LONESTAR	5,040,021.79	5,040,021.79	5,040,021.79	AAAm	None	10/14/2020		1	4.310	4.310	3.35
10984	LNST G	LONESTAR	1,555,813.92	1,555,813.92	1,555,813.92	AAAm	None	10/13/2020		1	4.310	4.310	1.03
11046	TX TRM	113206N	5,000,000.00	5,000,000.00	5,000,000.00	AAAm	None	01/06/2023	04/05/2023	63	4.690	4.690	3.32
11047	TX TRM	113206O	5,000,000.00	5,000,000.00	5,000,000.00	AAAm	None	01/06/2023	06/05/2023	124	4.870	4.870	3.32
11048	TX TRM	113206P	10,000,000.00	10,000,000.00	10,000,000.00	AAAm	None	01/06/2023	07/06/2023	155	5.020	5.020	6.64
11049	TX TRM	113206Q	15,000,000.00	15,000,000.00	15,000,000.00	AAAm	None	01/20/2023	07/18/2023	167	5.050	5.050	9.96
SubTotal for AAAm			**141,633,940.93**	**141,633,940.93**	**141,633,940.93**					**36**	**4.645**	**4.645**	**94.06**
11002	US TRE	91282CBU4	499,550.78	499,957.80	496,427.70	AA+	Aaa	08/25/2021	03/31/2023	58	0.125	0.181	0.33
11012	GREEN	395476EX8	310,000.00	310,002.87	307,802.13	AA+	Aa2	10/19/2021	04/01/2023	59	0.364	0.364	0.21
11006	US TRE	91282CAF8	498,945.31	499,721.13	487,714.80	AA+	Aaa	08/25/2021	08/15/2023	195	0.125	0.232	0.33
11013	US TRE	91282CDA6	279,835.94	279,946.57	271,785.92	AA+	Aaa	10/05/2021	11/30/2023	302	0.250	0.277	0.19
11018	US TRE	91282CDM0	598,125.00	599,219.69	579,257.76	AA+	Aaa	12/14/2021	11/30/2023	302	0.500	0.661	0.40
11024	US TRE	91282CDR9	459,568.75	459,813.15	443,576.53	AA+	Aaa	01/06/2022	12/31/2023	333	0.750	0.798	0.31
11040	US TRE	91282CEG2	434,964.02	436,493.97	427,882.80	AA+	Aaa	08/03/2022	03/31/2024	424	2.250	2.961	0.29
SubTotal for AA+			**3,080,989.80**	**3,085,155.18**	**3,014,447.64**					**243**	**0.627**	**0.795**	**2.06**
11009	NYNJPO	73358W4V3	608,760.00	602,055.77	590,903.16	AA-	Aa3	09/20/2021	07/01/2023	150	1.086	0.264	0.40
SubTotal for AA-			**608,760.00**	**602,055.77**	**590,903.16**					**150**	**1.086**	**0.264**	**0.40**
10818	PRSPER	213885800	21,868.37	21,868.37	21,868.37	None	None	04/01/2018		1	0.200	0.200	0.01
10819	PRSPER	6193371	487,312.18	487,312.18	487,312.18	None	None	04/01/2018		1	0.200	0.200	0.32
10820	PRSPER	6193451	109,728.59	109,728.59	109,728.59	None	None	04/01/2018		1	0.200	0.200	0.07
10821	PRSPER	9362126	51,024.84	51,024.84	51,024.84	None	None	04/01/2018		1	1.510	1.510	0.03
10822	PRSPER	6193291	269,936.36	269,936.36	269,936.36	None	None	04/01/2018		1	0.200	0.200	0.18
10823	PRSPER	6193611	173,791.84	173,791.84	173,791.84	None	None	04/01/2018		1	0.200	0.200	0.12
10824	PRSPER	6193371	25,137.72	25,137.72	25,137.72	None	None	06/01/2018		1	0.200	0.200	0.02
10878	TD MM	10001	485,392.50	485,392.50	485,392.50	None	None	07/01/2018		1	3.646	3.646	0.32
10918	PRSPER	213885800	169,979.25	169,979.25	169,979.25	None	None	10/24/2018		1	0.200	0.200	0.11
10950	PRSPER	22424	1,615.77	1,615.77	1,615.77	None	None	11/01/2019		1	0.750	0.750	0.00
10979	PRSPER	8978264	201,640.31	201,640.31	201,640.31	None	None	09/08/2020		1	0.200	0.200	0.13

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Report Ver. 7.3.11

Investment #	Issuer	Security #	Purchase Principal	Book Value	Market Value	S&P Rating	Moody's Rating	Purchase Date	Maturity Date	Days To Maturity	Stated Rate	YTM	% of Total
10986	PRSPER	218978302	1,784,792.50	1,784,792.50	1,784,792.50	None	None	11/09/2020		1	0.200	0.200	1.19
10987	PRSPER	218978299	1,465,181.04	1,465,181.04	1,465,181.04	None	None	11/06/2020		1	0.200	0.200	0.97
10989	PRSPER	218978310	3,421.54	3,421.54	3,421.54	None	None	12/08/2020		1	0.200	0.200	0.00
SubTotal for No Specified Rating			**5,250,822.81**	**5,250,822.81**	**5,250,822.81**					**1**	**0.531**	**0.531**	**3.47**



Dripping Springs ISD
Texas Compliance Change in Val Report
Sorted by Fund
January 1, 2023 - January 31, 2023

TCG Advisors, a HUB Intl Co
900 S Capital of Texas Hwy
350
Austin, TX 78746
(512)600-5200

Inv # / Cusip	Issuer / Par Value	Fund / YTM	Purch Date / Mat Date	Interest Accrual / Interest Received	Beginning Book Value / Beginning Market Value	Purchases/ Additions	Redemptions	Change in Value	Ending Book Value / Ending Market Value
Fund: 2014 Bond Program									
10818	PRSPER	2014 BP	04/01/2018	3.71	21,864.66	3.71	0.00	3.71	21,868.37
213885800	21,868.37	0.200	/ /	3.71	21,864.66	3.71	0.00	3.71	21,868.37
10837	TXSTAR	2014 BP	04/01/2018	0.00	0.00	0.00	0.00	0.00	0.00
SYS10837	0.00	0.000	/ /	0.00	0.00	0.00	0.00	0.00	0.00
Sub Totals For: Fund: 2014 Bond Program				3.71	21,864.66	3.71	0.00	3.71	21,868.37
				3.71	21,864.66	3.71	0.00	3.71	21,868.37
Fund: 2018 Bond Program									
10918	PRSPER	2018 BP	10/24/2018	76.17	612,632.49	350,076.17	792,729.41	-442,653.24	169,979.25
213885800	169,979.25	0.200	/ /	76.17	612,632.49	350,076.17	792,729.41	-442,653.24	169,975
10919	TXSTAR	2018 BP	10/10/2018	1.30	378.34	1.30	0.00	1.30	379.64
SYS10837	379.64	4.251	/ /	1.30	378.34	1.30	0.00	1.30	379.64
10924	TXDALY	2018 BP	11/07/2018	34,322.47	9,413,401.77	34,322.47	350,000.00	-315,677.53	9,097,724.24
TXDAILY	9,097,724.24	4.360	/ /	34,322.47	9,413,401.77	34,322.47	350,000.00	-315,677.53	9,097,724.24
10983	LNST G	2018 BP	10/14/2020	18,379.28	5,021,642.51	18,379.28	0.00	18,379.28	5,040,021.79
LONESTAR	5,040,021.79	4.310	/ /	18,379.28	5,021,642.51	18,379.28	0.00	18,379.28	5,040,021.79
Sub Totals For: Fund: 2018 Bond Program				52,779.22	15,048,055.11	402,779.22	1,142,729.41	-739,950.19	14,308,104.92
				52,779.22	15,048,055.11	402,779.22	1,142,729.41	-739,950.19	14,308,104.92
Fund: BBVA Account									
10979	PRSPER	BBVA	09/08/2020	23.32	58,517.35	284,675.54	141,552.58	143,122.96	201,640.31
8978264	201,640.31	0.200	/ /	23.32	58,517.35	284,675.54	141,552.58	143,122.96	201,640.31
Sub Totals For: Fund: BBVA Account				23.32	58,517.35	284,675.54	141,552.58	143,122.96	201,640.31
				23.32	58,517.35	284,675.54	141,552.58	143,122.96	201,640.31
Fund: Child Nutrition									

Inv # / Cusip	Issuer / Par Value	Fund / YTM	Purch Date / Mat Date	Interest Accrual / Interest Received	Beginning Book Value / Beginning Market Value	Purchases/ Additions	Redemptions	Change in Value	Ending Book Value / Ending Market Value
10009	TX PL	CHILD	04/01/2018	0.00	0.00	0.00	0.00	0.00	0.00
555008	0.00	0.000	/ /	0.00	0.00	0.00	0.00	0.00	0.00
10819	PRSPER	CHILD	04/01/2018	66.57	393,015.63	382,060.22	287,763.67	94,296.55	487,312.18
6193371	487,312.18	0.200	/ /	66.57	393,015.63	382,060.22	287,763.67	94,296.55	487,312.18
10942	TXCL	CHILD	07/01/2019	6,298.61	1,572,663.13	86,110.51	0.00	86,110.51	1,658,773.64
0517-0003	1,658,773.64	4.574	/ /	6,298.61	1,572,663.13	86,110.51	0.00	86,110.51	1,658,773.64
	Sub Totals For: Fund: Child Nutrition			6,365.18	1,965,678.76	468,170.73	287,763.67	180,407.06	2,146,085.82
				6,365.18	1,965,678.76	468,170.73	287,763.67	180,407.06	2,146,085.82
Fund: Debt Service									
10820	PRSPER	DS	04/01/2018	18.64	109,709.95	18.64	0.00	18.64	109,728.59
6193451	109,728.59	0.200	/ /	18.64	109,709.95	18.64	0.00	18.64	109,728.59
10830	TX PL	DS	04/01/2018	0.00	0.00	0.00	0.00	0.00	0.00
555008	0.00	0.000	/ /	0.00	0.00	0.00	0.00	0.00	0.00
10838	TXCL	DS	04/01/2018	136,102.21	18,964,361.39	22,031,272.01	0.00	22,031,272.01	40,995,633.40
SYS10838	40,995,633.40	4.574	/ /	136,102.21	18,964,361.39	22,031,272.01	0.00	22,031,272.01	40,995,633.40
	Sub Totals For: Fund: Debt Service			136,120.85	19,074,071.34	22,031,290.65	0.00	22,031,290.65	41,105,361.99
				136,120.85	19,074,071.34	22,031,290.65	0.00	22,031,290.65	41,105,361.99
Fund: General Fund									
10821	PRSPER	GEN	04/01/2018	67.58	55,166.52	3,927.53	8,069.21	-4,141.68	51,024.84
9362126	51,024.84	1.510	/ /	67.58	55,166.52	3,927.53	8,069.21	-4,141.68	51,024.84
10822	PRSPER	GEN	04/01/2018	170.72	788,638.36	7,579,470.66	8,098,172.66	-518,702.00	269,936.36
6193291	269,936.36	0.200	/ /	170.72	788,638.36	7,579,470.66	8,098,172.66	-518,702.00	269,936.36
10831	TX PL	GEN	04/01/2018	0.00	0.00	0.00	0.00	0.00	0.00
555008	0.00	0.000	/ /	0.00	0.00	0.00	0.00	0.00	0.00
10839	TXCL	GEN	04/01/2018	187,422.12	32,190,581.84	57,926,717.12	41,866,222.90	16,060,494.22	48,251,076.06
SYS10838	48,251,076.06	4.574	/ /	187,422.12	32,190,581.84	57,926,717.12	41,866,222.90	16,060,494.22	48,251,076.06

Inv # / Cusip	Issuer / Par Value	Fund / YTM	Purch Date / Mat Date	Interest Accrual / Interest Received	Beginning Book Value / Beginning Market Value	Purchases/ Additions	Redemptions	Change in Value	Ending Book Value / Ending Market Value
10840	WF B	GEN	04/01/2018	0.00	0.00	0.00	0.00	0.00	0.00
SYS10840	0.00	0.000	/ /	0.00	0.00	0.00	0.00	0.00	0.00
10866	TXDALY	GEN	04/01/2018	0.02	5.00	35,000,000.02	35,000,000.00	0.02	5.02
TXDAILY	5.02	4.360	/ /	0.02	5.00	35,000,000.02	35,000,000.00	0.02	5.02
10878	TD MM	GEN	07/01/2018	1,360.30	18,761.70	466,630.80	0.00	466,630.80	485,392.50
10001	485,392.50	3.646	/ /	1,360.30	18,761.70	466,630.80	0.00	466,630.80	485,392.50
10950	PRSPER	GEN	11/01/2019	1.03	1,614.74	1.03	0.00	1.03	1,615.77
22424	1,615.77	0.750	/ /	1.03	1,614.74	1.03	0.00	1.03	1,615.77
10984	LNST G	GEN	10/13/2020	5,673.53	1,550,140.39	5,673.53	0.00	5,673.53	1,555,813.92
LONESTAR	1,555,813.92	4.310	/ /	5,673.53	1,550,140.39	5,673.53	0.00	5,673.53	1,555,813.92
11002	US TRE	GEN	08/25/2021	53.23	499,935.24	0.00	0.00	22.56	499,957.80
91282CBU4	500,000.00	0.181	03/31/2023	0.00	494,879.35	0.00	0.00	1,548.35	496,427.70
11006	US TRE	GEN	08/25/2021	52.65	499,676.79	0.00	0.00	44.34	499,721.13
91282CAF8	500,000.00	0.232	08/15/2023	0.00	486,152.30	0.00	0.00	1,562.50	487,714.80
11009	NYNJPO	GEN	09/20/2021	543.00	602,466.93	0.00	0.00	-411.16	602,055.77
73358W4V3	600,000.00	0.263	07/01/2023	3,258.00	589,344.24	0.00	0.00	1,558.92	590,903.16
11012	GREEN	GEN	10/19/2021	94.03	310,004.31	0.00	0.00	-1.44	310,002.87
395476EX8	310,000.00	0.364	04/01/2023	0.00	306,950.87	0.00	0.00	851.26	307,802.13
11013	US TRE	GEN	10/05/2021	59.61	279,941.09	0.00	0.00	5.48	279,946.57
91282CDA6	280,000.00	0.277	11/30/2023	0.00	270,692.18	0.00	0.00	1,093.74	271,785.92
11018	US TRE	GEN	12/14/2021	255.49	599,139.59	0.00	0.00	80.10	599,219.69
91282CDM0	600,000.00	0.660	11/30/2023	0.00	577,265.58	0.00	0.00	1,992.18	579,257.76
11024	US TRE	GEN	01/06/2022	295.44	459,795.75	0.00	0.00	17.40	459,813.15
91282CDR9	460,000.00	0.797	12/31/2023	0.00	442,264.84	0.00	0.00	1,311.69	443,576.53
11040	US TRE	GEN	08/03/2022	843.13	436,237.63	0.00	0.00	256.34	436,493.97
91282CEG2	440,000.00	2.961	03/31/2024	0.00	427,040.59	0.00	0.00	842.21	427,882.80

Inv # / Cusip	Issuer / Par Value	Fund / YTM	Purch Date / Mat Date	Interest Accrual / Interest Received	Beginning Book Value / Beginning Market Value	Purchases/ Additions	Redemptions	Change in Value	Ending Book Value / Ending Market Value
11046	TX TRM	GEN	01/06/2023	16,704.11	0.00	5,000,000.00	0.00	5,000,000.00	5,000,000.00
113206N	5,000,000.00	4.690	04/05/2023	0.00	0.00	5,000,000.00	0.00	5,000,000.00	5,000,000.00
11047	TX TRM	GEN	01/06/2023	17,345.20	0.00	5,000,000.00	0.00	5,000,000.00	5,000,000.00
113206O	5,000,000.00	4.870	06/05/2023	0.00	0.00	5,000,000.00	0.00	5,000,000.00	5,000,000.00
11048	TX TRM	GEN	01/06/2023	35,758.90	0.00	10,000,000.00	0.00	10,000,000.00	10,000,000.00
113206P	10,000,000.00	5.020	07/06/2023	0.00	0.00	10,000,000.00	0.00	10,000,000.00	10,000,000.00
11049	TX TRM	GEN	01/20/2023	24,904.11	0.00	15,000,000.00	0.00	15,000,000.00	15,000,000.00
113206Q	15,000,000.00	5.050	07/18/2023	0.00	0.00	15,000,000.00	0.00	15,000,000.00	15,000,000.00
	Sub Totals For: Fund: General Fund			291,604.20	38,292,105.88	135,982,420.69	84,972,464.77	51,009,969.54	89,302,075.42
				197,953.30	38,199,498.50	135,982,420.69	84,972,464.77	51,020,716.77	89,220,215.27
Fund: Maintenance & Operat									
10989	PRSPER	MO	12/08/2020	7.81	663,413.73	7.81	660,000.00	-659,992.19	3,421.54
218978310	3,421.54	0.200	/ /	7.81	663,413.73	7.81	660,000.00	-659,992.19	3,421.54
	Sub Totals For: Fund: Maintenance & Operat			7.81	663,413.73	7.81	660,000.00	-659,992.19	3,421.54
				7.81	663,413.73	7.81	660,000.00	-659,992.19	3,421.54
Fund: Payroll Account									
10824	PRSPER	PAY	06/01/2018	4.27	25,133.45	4.27	0.00	4.27	25,137.72
6193371	25,137.72	0.200	/ /	4.27	25,133.45	4.27	0.00	4.27	25,137.72
	Sub Totals For: Fund: Payroll Account			4.27	25,133.45	4.27	0.00	4.27	25,137.72
				4.27	25,133.45	4.27	0.00	4.27	25,137.72
Fund: Payroll Clearing									
10986	PRSPER	PAYCLR	11/09/2020	364.46	1,555,815.66	6,221,904.70	5,992,927.86	228,976.84	1,784,792.50
218978302	1,784,792.50	0.200	/ /	364.46	1,555,815.66	6,221,904.70	5,992,927.86	228,976.84	1,784,792.50
	Sub Totals For: Fund: Payroll Clearing			364.46	1,555,815.66	6,221,904.70	5,992,927.86	228,976.84	1,784,792.50
				364.46	1,555,815.66	6,221,904.70	5,992,927.86	228,976.84	1,784,792.50
Fund: Scholarship Fund									

Inv # / Cusip	Issuer / Par Value	Fund / YTM	Purch Date / Mat Date	Interest Accrual / Interest Received	Beginning Book Value / Beginning Market Value	Purchases/ Additions	Redemptions	Change in Value	Ending Book Value / Ending Market Value
10025	TX PL	SCH	04/01/2018	0.00	0.00	0.00	0.00	0.00	0.00
555008	0.00	0.000	/ /	0.00	0.00	0.00	0.00	0.00	0.00
10832	TX PL	SCH	04/01/2018	0.00	0.00	0.00	0.00	0.00	0.00
555008	0.00	0.000	/ /	0.00	0.00	0.00	0.00	0.00	0.00
10955	TXCL	SCH	01/01/2020	119.38	30,674.36	119.38	0.00	119.38	30,793.74
SYS10838	30,793.74	4.574	/ /	119.38	30,674.36	119.38	0.00	119.38	30,793.74
10956	TXCL	SCH	01/01/2020	14.43	3,705.05	14.43	0.00	14.43	3,719.48
SYS10838	3,719.48	4.574	/ /	14.43	3,705.05	14.43	0.00	14.43	3,719.48
	Sub Totals For: Fund: Scholarship Fund			133.81	34,379.41	133.81	0.00	133.81	34,513.22
				133.81	34,379.41	133.81	0.00	133.81	34,513.22
Fund: Student Activity									
10823	PRSPER	STUAC	04/01/2018	30.01	175,581.10	15,212.07	17,001.33	-1,789.26	173,791.84
6193611	173,791.84	0.200	/ /	30.01	175,581.10	15,212.07	17,001.33	-1,789.26	173,791.84
	Sub Totals For: Fund: Student Activity			30.01	175,581.10	15,212.07	17,001.33	-1,789.26	173,791.84
				30.01	175,581.10	15,212.07	17,001.33	-1,789.26	173,791.84
Fund: Vendor Clearing									
10987	PRSPER	VC	11/06/2020	133.58	350,486.05	3,119,555.29	2,004,860.30	1,114,694.99	1,465,181.04
218978299	1,465,181.04	0.200	/ /	133.58	350,486.05	3,119,555.29	2,004,860.30	1,114,694.99	1,465,181.04
	Sub Totals For: Fund: Vendor Clearing			133.58	350,486.05	3,119,555.29	2,004,860.30	1,114,694.99	1,465,181.04
				133.58	350,486.05	3,119,555.29	2,004,860.30	1,114,694.99	1,465,181.04
		Report Grand Totals:		487,570.42	77,265,102.50	168,526,158.49	95,219,299.92	73,306,872.19	150,571,974.69
				393,919.52	77,172,495.12	168,526,158.49	95,219,299.92	73,317,619.42	150,490,114.54

GLOSSARY	
PAR VALUE	The face value of investment.
MARKET VALUE	The face value multiplied by the market price. It is the last reported price from the report date.
BOOK VALUE	The cost of a bond, plus or minus adjustments for purchase discount or premium adjustments.
AMORTIZATION/ACCRETION	Amortization (accretion) is the process of reducing (increasing) the original cost of the investment on a daily basis in order to equal par value at maturity. Amortization calculations vary by investment type and the basis associated with the type of investment.
SECURITY TYPE DEFINITIONS	Security types are broad category of investments with similar characteristics and risk features such as agency securities, corporate bonds, municipal bonds, and money markets. Codes within the system are utilized to make calculations based on the underlying security. Security type labels are customizable.
FAC	Federal Agency Coupon Securities
BCD	Bank Certificate of Deposit
CPI	Texas TERM
MC2	Negotiable Certificate of Deposit
MUN	Municipal Bonds
RR2	Money Market Accounts
RR3	Checking Accounts
RRP	Investment Pools
PURCHASE PRINCIPAL	The original cost of the bond. Par value multiplied by purchase price.
PREMIUM/DISCOUNT	A bond with price below 100 is discount. A bond with price above 100 is premium.
ADJUSTED INTEREST EARNINGS	Net between interest earned and amortization/accretion adjustments within a report period.
EFFECTIVE RATE OF RETURN	Interest earnings adjusted for amortization of premiums and accretion for discounts plus any realized gain or loss divided by the average daily balance of the portfolio divided by 365 and then multiplied by the actual days in the report period.
YIELD TO MATURITY	The yield of an investment as of the purchase date assuming that the bond is held to maturity.
YTM 360	The yield is based on a hypothetical year that has only 360 days.
YTM 365	The yield is based on a 365-day year.
REMAINING COST	The original cost of an investment taking into consideration any partial sales or redemptions for the par value that remains.
STATED RATE	Coupon rate (yield the bond paid on its issue date).
CURRENT RATE	A bond's annual return based on its annual coupon payments and current price (as opposed to its original price or face).
GASB 31	Establishes fair value standards for investments in (a) participating interest-earning investment contracts, (b) external investment pools, (c) open-end mutual funds, (d) debt securities, and (e) equity securities, option contracts, stock warrants, and stock rights that have readily determinable fair values.

Statement Disclosures

The information provided in this report was created by TCG Advisors utilizing data from your custodian that is considered reliable. TCG Advisors is relying on the information provided by your custodian; TCG Advisors has not audited or otherwise verified the accuracy of the methodology, calculations, or information in this report. As a result, the methodology, calculations, and information presented in the report are not guaranteed by TCG Advisors.

TCG Advisors is independent of your custodian.

You should consider the account statements received directly from your account custodian as the prevailing document for your account. Please review the information contained on this statement against the statement provided to you from the account custodian or product sponsor. The reported value on your account statement you received from the account custodian may differ from the reported value on this quarterly statement due to a variety of factors including the treatment of accrued income and dividends, rounding and other considerations. If there is any unexplained discrepancy between this statement and the account statement you received from the account custodian, please immediately contact TCG Advisors and/or your account custodian. Discrepancies should be reported to TCG Advisors via telephone at 512-600-5268.

The account portfolio or assets in the account are valued at the starting and ending points of the period. Cash flows are included in the calculation based on when they occurred during the period.

Performance data quoted represents past performance and does not guarantee future results. The investment return and principal of an investment will fluctuate so that an investor's shares when redeemed may be worth more or less than their original cost. All investments have investment risks such as fluctuation in investment principal including the complete loss of principal invested. The values represented in the report may not reflect the original cost of a client's initial investment. TCG Advisors standard reporting does not reflect reinvestment of dividends and other earnings in the performance numbers, unless the account holder specifically asks for inclusion of such earnings. Performance report calculations and figures should not be relied upon for tax purposes.

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This material is not intended to present an opinion on legal or tax matters. Please consult with your attorney or tax advisor and compare this document to your custodial statement for accuracy, as applicable.

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: 2018 Bond Report – January 2023

☒ Reports ☐ Discussion ☐ Consent ☐ Action

Presenter: Deputy Superintendent for Finance and Operations – Elaine Cogburn

Motion Language: N/A

Policy: CFA (Legal/Local) Accounting – Financial Reports & Statements

Background: The 2018 Bond Report provides updated financial information on the status of the 2018 Bond projects, including project budgets, expenditures to date, and remaining project budget. As projects are finalized, the Board will be presented with information on reallocating any project savings to other projects allowable within the confines of the bond orders.

Attachments: 2018 Bond Report – January 2023

Goals:

- ☐ 1.1 Build trust through meaningful and positive relationships
- ☐ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods
- ☐ 1.3 Cultivate and manage community partnerships that are mutually beneficial
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- ☐ 4.2 Establish a culture where personalized learning drives all decision making

Dripping Springs Independent School District

2018 Bond Project Budget Expenditure Summary

January 2023

	Original Budget	Board Approved Transfers	Project Close Out	Board Approved Projects	Final Budget	Expenditures To Date	Encumbered	Remaining Balance
Completed/Paid Projects:								
Cypress Springs Elementary School Construction	37,500,000	-	(744,157)	-	36,755,843	(36,738,843)	(17,000)	-
Walnut Springs Elementary	34,700,000	-	551,641	-	35,251,641	(35,151,199)	(11,215)	89,227
High School Additions/Renovations	21,070,000	-	918,143	-	21,988,143	(21,988,143)	-	-
Technology	7,600,000	-	(1,438,417)	-	6,161,583	(5,877,201)	(77,579)	206,803
Dripping Springs Elementary*	5,080,000	110,000	(18,847)	-	5,171,153	(4,991,153)	-	180,000
Transportation Improvements	3,080,000	260,624	(2,941)	-	3,337,683	(3,334,849)	(2,834)	-
Dripping Springs Middle School Renovation	4,100,000	-	(200,000)	-	3,900,000	(3,879,701)	-	20,299
High School Athletic Improvements	1,818,505	-	(6,900)	-	1,811,605	(1,811,605)	-	-
Dripping Springs Middle School Athletic Improvements	991,495	-	(250,996)	-	740,499	(740,499)	-	-
Rooster Springs Elementary	440,000	-	(31,885)	-	408,115	(408,115)	-	-
Ongoing Projects:								
Administration Relocation	4,120,000	5,830,000	-	-	9,950,000	(3,322,417)	(127,561)	6,500,021
Miscellaneous Projects	-		-	250,996	250,996	(41,455)	-	209,541
Preliminary Design Work for Future Projects	-	-	-	750,000	750,000	(5,300)	(6,000)	738,700
Purchase of Portables	-	-	-	600,000	600,000	-	(410,280)	189,720
Safety and Security Items	-	-	-	600,000	600,000	(374,922)	(83,325)	141,753
Land Acquisition	9,000,000	-	-	-	9,000,000	(4,725,391)	-	4,274,609
Project Management**	-	-	-	499,004	499,004	(479,511)	-	19,493
Contingency / Project Savings / Remaining Balance	**2,500,000**	**(2,500,000)**	**1,224,359**	**(983,051)**	**241,308**	**-**	**-**	**241,308**
TOTAL BOND PROCEEDS/BALANCES	**$ 132,000,000**	**$ 3,700,624**	**$ -**	**$ 1,716,949**	**$ 137,417,573**	**$ (123,870,305)**	**$ (735,795)**	**$ 12,811,474**
Interest Income	4,885,163	(3,700,624)	-	(1,031,173)	153,366	-	-	153,366
eRate Reimbursement	685,776	-	-	(685,776)	-	-	-	-
TOTAL RESOURCES /BALANCES	**$ 137,570,939**	**$ -**	**$ -**	**$ -**	**$ 137,570,939**	**$ (123,870,305)**	**$ (735,795)**	**$ 12,964,840**

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: Construction Report

☒ Reports ☐ Discussion ☐ Consent ☐ Action

Presenter: Director of Facilities & Construction – Clint Pruett

Motion Language: N/A

Policy: CV (Legal) – Facilities Construction

Background: The construction report for the month of February 2023 is attached.

Attachments: February 2023 Construction Report

Goals:

- ☐ 1.1 Build trust through meaningful and positive relationships
- ☐ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods
- ☐ 1.3 Cultivate and manage community partnerships that are mutually beneficial
- ☐ 1.4 Build systematic connections among campuses and departments that are sustainable as the district grows
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2018 BOND PROGRAM UPDATE
FEBRUARY 2023

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

2018 BOND PROJECT OVERVIEW

1	High School Additions & Renovations	Completed August 2020
2	Walnut Springs Elementary Relocation	Completed August 2021
3	Cypress Springs Elementary	Completed July 2021
4	Dripping Springs Administration Relocation	Construction
5	Technology Upgrades (by district)	Complete
6	Dripping Springs Middle School Renovations	Completed August 2021
7	Transportation Site & Building Improvements	Completed February 2021
8	Dripping Springs Elementary Renovations	Completed August 2019
9	Athletic Improvements (turf/track replacements)	Completed August 2019
10	Rooster Springs Elementary Renovations	Completed August 2019
11	Furniture Replacement at DSE (by district)	Completed August 2019
12	Land Procurement (by district)	

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

ADMINISTRATION RELOCATION AND RENOVATIONS



Project Update

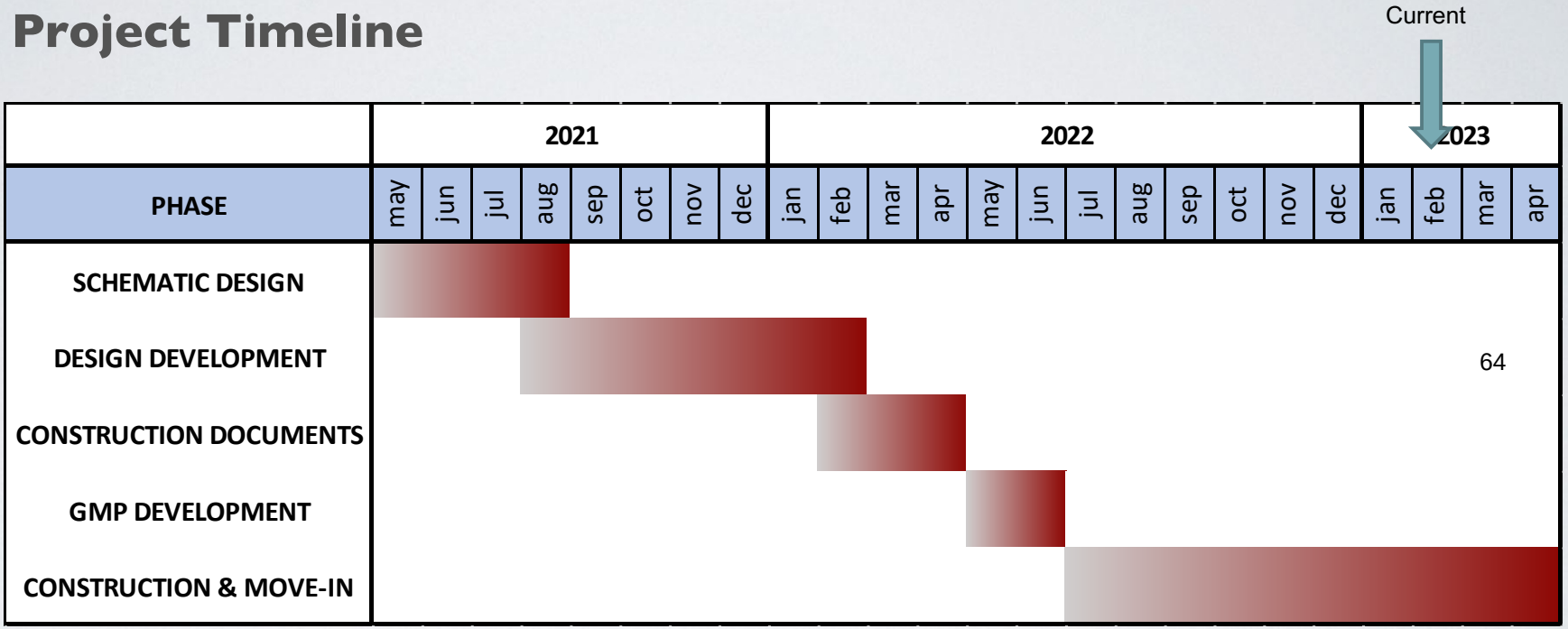
- Construction – Started July 2022
- Painting, Flooring, Plumbing, Electrical, HVAC, Concrete Work, etc. in Progress
- Approximately 65-70% Complete
- Estimated Completion – Spring 2023

As of February 15, 2023

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

CENTRAL ADMINISTRATION & CHILD DEVELOPMENT CENTER

Project Timeline



Dripping Springs
INDEPENDENT SCHOOL DISTRICT

CENTRAL ADMINISTRATION & CHILD DEVELOPMENT CENTER

Monument Sign Options



Option 1



Option 2

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

CENTRAL ADMINISTRATION & CHILD DEVELOPMENT CENTER

Progress Photos



Board Room/Community Center concrete work



Concrete work at new Pre-Function Lobby/Atrium

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

CENTRAL ADMINISTRATION & CHILD DEVELOPMENT CENTER

Progress Photos



L&I, Business, HR Collaboration/Break Area



L&I, Business, HR Hallway

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

CENTRAL ADMINISTRATION & CHILD DEVELOPMENT CENTER

Progress Photos



Community Services & CDC Entry



CDC Hallway

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

Update on Projects Related to June 2022 BAC Recommendations

(Using Remaining 2018 Bond Funds)

Safety & Security Improvements ($600,000)

- Campus security improvements were completed last summer
- Emergency radio system work is nearing 100% completion

DSE Space Shuttle Demo/Outdoor Learning Space ($110,000)

- Existing space shuttle structure was removed last July
- Finalizing design work for courtyard area improvements; Likely Summer 2023 completion

Early Design of Future Bond Projects ($750,000)

- Elementary #6 design work has started; District has selected architect, and input committee has been formed
- Selection of architect for SSMS expansion in February/March 2023

Portable classrooms ($600,000)

- 4 portable classroom buildings have already been ordered for 2023-2024 school year; planning to order 2 additional buildings

Admin Relocation/CDC Project Budget Increase ($2.1 Million)

- Project is ongoing

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

QUESTIONS?

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: February HR Report

☒ Reports ☐ Discussion ☐ Consent ☐ Action

Presenter: Chief Human Resources Officer - Linda Hall

Motion Language: N/A

Policy:

Background:
The monthly HR Board Report keeps Board Members apprised of new staff, transfers, separations, current vacancies, substitute usage, risk management in the workplace (reports of injury, background checks, etc.), and monthly HR Department activities.

Attachments:
- February 2023 HR Report

Goals:

- ☐ 1.1 Build trust through meaningful and positive relationships
- ☐ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods
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Dripping Springs Independent School District

Human Resources Department

February 2023 UPDATE

LIFE CHANGERS

"The most important part of this plan is the people. Without a life-changer in every position in the district, we will not achieve everything in this plan. Our job is to hire the right people, put them in the right places, and build their capacity to do the right work."

Objective: Support the vision and mission of the district by placing a Life Changer in every position.

HR ACTIVITIES UPDATE

Tiger Stripes for Staff - Employee Recognition Program

We had over 80 positive notes submitted for the month of January. Please take a look at the Tiger Stripes for Staff website to review the positive notes submitted!

This month's TSFS drawing winners are:

CSE	Alex Dennett
DSE	Britney Hamilton
SSE	Dana Byars
WSE	Jennifer McGinnis
DSMS	Bobbi Davenport
SSMS	Kristin Wright
DSHS	Ladelle Gowens
Departments	Laura Murphy, Technology

Teacher of the Year

February kicks off our annual campus and district teacher-of-the-year selection process. Campus nominations and voting will take place in the next few weeks, and the process will progress from there and follow our yearly timeline.

New Employee Orientation

At the inaugural New Employee Orientation on February 8, 16 employees who joined the district in December and January were welcomed to the district with a video from Dr. Morris-Kuentz, and by representatives from Learning & Innovation, Payroll, Special Services, Technology, Facilities & Construction, and Human Resources. New employees then had the opportunity to visit and ask questions of the department representatives present. Moving forward, NEO sessions will be held twice-monthly, and will provide basic information needed by all new employees, as well as specific information tailored to the roles of the new employees present for each session.

January 2023 IN REVIEW - *prepared by the collective efforts of all HR Team members*

STAFFING

New Staff

Name	Position	Former Employer	University	Replaced	Vacancy Reason
Dana Ames	SSMS Attendance	DSISD	Texas State University	Dana Ames	Resignation
Megan Batson	DSHS Teacher	Austin ISD	Texas State University	Jeff Bixby	Resignation
Shannon Craddock	DSHS Teacher	DSISD Substitute	Texas A&M University	Cary Jackson	Resignation
Wakenda Dunlap	DSMS Child Nutrition	Well Yeah Cakes		Virginia Perez	Resignation
Andrea Guidry	CSES Receptionist	Watt Law Firm		Wendy Woolard	Transfer
Gwendolyn Keefe	DSHS Teacher	DSISD Substitute	CSULB	N/A	Growth
Kelly Kelly	SSES Lunch Monitor	N/A		Richard Wascher	Transfer
Jennifer Krajecki	SSMS Part-Time Teacher	Holy Spirit Epis. Sch	Univ. of West Florida	Sheila Bermudez	Resignation
Emily Lancaster	L&I Instructional Coord.	Comal ISD	Univ. of Texas-Tyler	Mandy Turner	Resignation
Ashley Maxwell	DSHS Teacher	Boot Barn	Texas State University	N/A	Growth
Virginia Perez	ACC Aide/DSMS	DSISD Child Nutrition	N/A	Lanie Etie	Resignation
Sean Rill	Bus Driver	Self Employed		Joseph Kogucz	Resignation
Taylor Robichaux	CDC	Thrive School		Skylar Cochran	Resignation
Brittany Smith	RSE Teacher	Austin ISD	The Univ. of Arkansas	Amanda Chappel	Resignation
Karen Thornton	SSES Receptionist	DSISD Substitute		Jessica Fiedler	Resignation
Juana Trejo	DSES Custodian	N/A		Osvaldo Gimenez	Resignation
Kristi Turnini	RSE Teacher	BJ's Restaurant	Texas State University	Beverly Fields	Resignation
Lesly Vicencio	WSES Custodian	DSISD Custodial Sub		Alexandera Saucedo	Resignation
Veronica Walker	CDC	Rio Resort		Heather Richards	Transfer
Jessica Wallen	CDC	Self Employed		Dakota Mayfield	Resignation
Jenifer Waters	SSMS Teacher	Orangetheory Fitness	Texas State University	Natalie Lee	Resignation
Abby Willie	SSE Teacher	Austin ISD	Concordia Luth. College	Lucy Martinez	Resignation

Transfers (2022-2023)

Name	New Position	Former Position	Effective Date	Replaced	Vacancy Reason
Josue Garcia Guzman	DSES Custodian	HS Custodian	1/3/2023	Alejandrina Martinez	Transfer
Will Jacob	WSES Custodian	HS Custodian	1/2/2023	Sandra Mejia	Resignation
Alejandrina Martinez	HS Custodian	DSES Custodian	1/3/2023	Josue Garcia Guzman	Transfer
Araceli Mendoza	HS Custodian	DSES Custodian	1/2/2023	Maria Venegas	Resignation
Jenna Miller	STARS/ACC Aide WSE	Lunchroom Mtr./WSE	1/11/2023	Katelyn Tippett	Transfer
Wendy Woolard	CSES PEIMS Specialist	CSES Receptionist	1/2/2023	Elena McKitrick	Transfer

Separations from Employment

Name	Position	Effective Date
Marte Amrine	Athletic Coordinator	1/25/2023
Jeff Bixby	DSHS Teacher	1/27/2023
Skylar Cochran	CDC	1/2/2023
Julie Miller	SLC Aide/WSE	1/4/2023
Virginia Perez	DSES Child Nutrition	1/24/2023
Meagan Perry	RSE Teacher	1/13/2023
Sean Rill	Bus Driver	1/25/2023
Destiny Tatsch	Inclusion Aide/DSMS	1/24/2023
Kacey Thornton	Speech Language Pathologist	1/19/2023
Marisol Tudon-Solis	SSES Custodian	12/16/2022
Shannon Voges	Reading Acad. Cohort Leader	1/20/2023

Retirees

Name	Position	Effective Date

None at this time.

Substitute Usage

For a full Substitute Usage Report *January 2023 Substitute Usage Report*

RISK MANAGEMENT DATA

Background Checks Conducted	
Number of Employees fingerprinted	8
Number of Employees subscribed to in the DPS Clearinghouse	15
Number of Name Search Background Checks	32
Workers' Compensation Submissions	
Number of First Reports of Injury submitted	6
Number of Medical Only Reports submitted	3
Number of Lost Time Reports submitted	1

DISTRICT VACANCIES - *prepared by the collective efforts of all HR Team members*

Click here for a list of current vacancies.

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: Superintendent Report

☒ Reports ☐ Discussion ☐ Consent ☐ Action

Presenter: Holly Morris-Kuentz

Motion Language: n/a

Policy:

Background: The superintendent's office regularly reports on district operations, including legal services, land, etc.

Attachments: Superintendent February 2023 Report

Goals:

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Dripping Springs Independent School District

Superintendent's Office

FEBRUARY UPDATE - 2023

Legal Fees

Notifications

- City of Dripping Springs Property Annexation Notice
- TCEQ Notice of Hearing
- TCEQ Amended Notice of Hearing
- K Bar Mac Lots 3 & 4 Amending Plat
- Oakridge Park Replat
- Panther Creek Lots 2A & 2B Amending Plat
- Silver Creek Subdivision
- Beulah Maria Needham Estates Lot 3 Replat

Charter School Notifications

- Basis Texas Charter School
- Austin Achieve Public Schools
- Ki Charter Academy

Out of State Student Travel

- DECA Business Club - Orlando, FL
- DSHS Student Media - San Francisco, CA

DSISD
LEGAL FEES SUMMARY

LAW FIRM	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Walsh Gallegos	173,437.01	281,632.80	422,636.24	261,165.08	136,076.85
Norton Rose Fulbright	533,623.08	0.00	0.00	0.00	0.00
TOTAL	***707,060.09***	***281,632.80***	***422,636.24***	***261,165.08***	***136,076.85***
Business Matters	57,948.42	73,605.89	114,587.06	55,570.89	16,568.87
Student Matters	26,703.65	95,798.50	79,409.80	76,892.82	19,602.07
Employee Matters	19,437.63	441.00	8,685.38	9,100.59	17,186.95
PIAs/Subpoenas	27,714.02	12,025.35	21,125.52	9,246.40	9,648.75
Grievances/Complaints	8,197.88	13,062.47	19,981.67	43,787.23	18,620.73
Covid	0.00	0.00	26,815.18	0.00	0.00
Other	23,652.66	61,011.83	139,614.63	55,235.95	48,449.48
Retainer	6,000.00	12,759.46	6,675.00	8,081.20	6,000.00
Policy/Procedures/Training	2,353.20	12,928.30	5,742.00	3,250.00	0.00
Commissioner Comlaints	59.00	0.00	0.00	0.00	0.00
Bond Election	31,970.05	0.00	0.00	0.00	0.00
Bond Election Contest	394,218.58	0.00	0.00	0.00	0.00
Bond Issuance	108,805.00	0.00	0.00	0.00	0.00
TOTAL	***$707,060.09***	***$281,632.80***	***$422,636.24***	***261,165.08***	***136,076.85***

DRIPPING SPRINGS
Texas

City of Dripping Springs
511 Mercer Street • PO Box 384 • Dripping Springs, TX 78620 • 512.858.4725
cityofdrippingsprings.com

Open spaces, friendly faces.

Dr. Holly Morris-Kuentz, Superintendent
DRIPPING SPRINGS SCHOOL DISTRICT
P.O. Box 479
510 W. Mercer St.
Dripping Springs, TX 78620

Re: Annexation of Property: 4300 US 290

Dear Superintendent Morris-Kuentz:

The purpose of this letter is to notify you that property in an area that is within the boundaries of the Dripping Springs Independent School District is included in a proposed voluntary annexation by the City of Dripping Springs, Texas. The area proposed for annexation is described below. Under state law, the City may annex the area after following certain notice and hearing procedures contained in Chapter 43 of the Texas Local Government Code. In particular, Section 43.905 of the Texas Local Government Code requires the City to provide written notice to each public school district located in the area proposed for annexation within the period prescribed for publishing the notice of the public hearing under Section 43.0673.

In accordance with Section 43.905, the following three (3) descriptions must be included in this notice:

1. Description of Area Proposed for Annexation

The following property is being proposed for voluntary annexation:

> Being 5.0 acres of land, more or less, out of the E.B. Hargraves Survey No. 4 and the I & G. N. RR Co. Survey No. 575 in Hays County, Texas, and being the same property conveyed to Don L. Spraggins and Doris Spraggins in a deed recorded in Volume 256, Page 462 of the Deed Records of Hays County, Texas' said 5.0 acres being more particularly described by metes and bounds as set out in Exhibit "A", attached hereto and made a part of; TOGETHER WITH an easement for ingress and egress along the west property line as set out in Volume 256, Page 462 of the Deed Records of Hays County, Texas.

A map of the properties is included at the end of this letter.

2. **Description of Financial Impact on Dripping Springs Independent School District**

There will be no financial impact on Dripping Springs Independent School District resulting from the proposed annexation of the above-described area because the area is already served by the Dripping Springs Independent School District. Furthermore, there will be no changes in costs to Dripping Springs Independent School District resulting from the proposed annexation.

3. **Description of City's Proposal to Abate, Reduce, or Limit any Financial Impact on Dripping Springs Independent School District**

Since the proposed annexation will not financially impact the Dripping Springs Independent School District, the City does not have a proposal to abate, reduce, or limit any financial impact on the district.

In addition to this notice, City staff will prepare a proposed service plan describing the services the City will provide in the area upon annexation. The City Council will then hold a public hearing to discuss the annexation and the service plan. The hearings will be held at Dripping Springs City Hall, 511 Mercer Street, Dripping Springs, Texas at 6:00 p.m. on February 7, 2023, for the purpose of receiving public comments on the proposed initiation of voluntary annexation proceedings.

After the public hearings, the City will decide whether to annex the property. If you have questions concerning the annexation process, we encourage you to contact City Hall at (512) 858-4725 or email planning@cityofdrippingsprings.com.

Sincerely,

Tory Carpenter
Planning Director
City of Dripping Springs, TX 78620

4300 US 290


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TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

RECEIVED JAN 3 0 2023

NOTICE OF HEARING
CITY OF DRIPPING SPRINGS
SOAH Docket No. 582-23-09218
TCEQ Docket No. 2022-0940-MWD
TCEQ Permit No. WQ0014488001

APPLICATION.
The City of Dripping Springs, P.O. Box 384, Dripping Springs, Texas 78620, has applied to the Texas Commission on Environmental Quality (TCEQ) for a major amendment to TCEQ Permit No. WQ0014488001 to authorize the addition of a subsurface drip irrigation site of 13.8 acres with a flow volume not to exceed a daily average flow of 60,000 gallons per day in the final phase and the addition of a surface irrigation site of 17 acres with a flow volume not to exceed a daily average flow of 50,000 gallons per day in the final phase, an increase in the total land application acreage from 113.53 acres to 144.33 acres, and an increase in the total wastewater treatment facility flow volume in the final phase to a volume not to exceed a daily average flow from 319,000 gallons per day to 429,000 gallons per day. The existing permit authorizes the disposal of treated wastewater at a volume not to exceed a daily average flow of 133,000 gallons per day via subsurface area drip irrigation of 30.53 acres of public access land and the disposal of treated wastewater at a volume not to exceed a daily average flow not to exceed 186,000 gallons via surface irrigation of 83 acres of public access land. This permit will not authorize a discharge of pollutants into water in the state. TCEQ received this application on February 16, 2018.

The wastewater treatment facility and on-site subsurface disposal site are located approximately 0.55 miles east of the intersection of Ranch Road 12 and Farm-to-Market Road 150, as measured along Farm-to-Market Road 150, and from that point, approximately 1,110 feet south of Farm-to-Market Road 150, in Hays County. An existing offsite subsurface disposal area is located approximately 0.44 mile south of the intersection of U.S. Highway 290 and Ranch Road 12, as measured along Ranch Road 12, and from that point, approximately 1,280 feet east of Ranch Road 12, in Hays County. Another existing offsite surface disposal area is located approximately 1.5 miles south of the intersection of U.S. Highway 290 and Ranch Road 12, and from that point approximately 1,000 feet west of Ranch Road 12 in Hays County. The proposed subsurface disposal area will be located approximately 0.31 mile north of the intersection of U.S. Highway 290 and Ranch Road 12, along Ranch Road 12, and, from that point, approximately 0.26 mile west of Ranch Road 12, in Hays County. The proposed surface disposal site will be located approximately 1.65 miles west and 0.65 mile south of the intersection of U.S. Highway 290 and Ranch Road 12, in Hays County. The wastewater treatment facility and on-site subsurface disposal site are located in

Hays County, Texas 78619. All other disposal sites are located in Hays County, Texas 78620. The wastewater treatment facility and the disposal sites are located in the drainage basin of Onion Creek in Segment No. 1427 of the Colorado River Basin. This link to an electronic map of the site or facility's general location is provided as a public courtesy and is not part of the application or notice. For the exact location, refer to the application.
https://tceq.maps.arcgis.com/apps/webappviewer/index.html?id=db5bac44afbc468bbddd360f8168250f&marker=-98.080277%2C30.154166&level=12

The TCEQ Executive Director has completed the technical review of the application and prepared a draft permit. The draft permit, if approved, would establish the conditions under which the facility must operate. The Executive Director has made a preliminary decision that this permit, if issued, meets all statutory and regulatory requirements. The permit application, Executive Director's preliminary decision, and draft permit are available for viewing and copying at Dripping Springs City Hall, 511 Mercer Street, Dripping Springs, Texas.

CONTESTED CASE HEARING.
Considering directives to protect public health, the State Office of Administrative Hearings (SOAH) will conduct a preliminary hearing via Zoom videoconference. A Zoom meeting is a secure, free meeting held over the internet that allows video, audio, or audio/video conferencing.

10:00 a.m. – March 7, 2023

To join the Zoom meeting via computer:
https://soah-texas.zoomgov.com/
Meeting ID: 161 077 0640
Password: TCEQ928
or
To join the Zoom meeting via telephone:
(669) 254-5252 or (646) 828-7666
Meeting ID: 161 077 0640
Password: 9131563

Visit the SOAH website for registration at: http://www.soah.texas.gov/
or call SOAH at 512-475-4993.

The purpose of a preliminary hearing is to establish jurisdiction, name the parties, establish a procedural schedule for the remainder of the proceeding, and to address other matters as determined by the judge. The evidentiary hearing phase of the proceeding, which will occur at a later date, will be similar to a civil trial in state district court. The hearing will address the disputed issues of fact identified in the TCEQ order concerning this application issued on September 15, 2022. In addition to these issues, the judge may consider additional issues if certain factors are met.

The hearing will be conducted in accordance with Chapter 2001, Texas Government Code; Chapter 26, Texas Water Code; and the procedural rules of the TCEQ and SOAH, including 30 TAC Chapter 80 and 1 TAC Chapter 155. The hearing will be held unless all timely hearing requests have been withdrawn or denied.

To request to be a party, you must attend the hearing and show you would be adversely affected by the application in a way not common to members of the general public. Any person may attend the hearing and request to be a party. Only persons named as parties may participate at the hearing.

In accordance with 1 Tex. Admin. Code § 155.401(a), Notice of Hearing, "Parties that are not represented by an attorney may obtain information regarding contested case hearings on the public website of the State Office of Administrative Hearings at www.soah.texas.gov, or in printed format upon request to SOAH."

INFORMATION.
If you need more information about the hearing process for this application, please call the Public Education Program, toll free, at 800-687-4040. General information about the TCEQ can be found at our web site at www.tceq.texas.gov.

Further information may also be obtained from The City of Dripping Springs at the address stated above or by calling Mr. Robert Callegari, P.E., CMA Engineering, Inc. at 512-432-1000.

Persons with disabilities who need special accommodations at the hearing should call the SOAH Docketing Department at 512-475-4993, at least one week prior to the hearing.

Issued: January 25, 2023

Laurie Gharis

Laurie Gharis, Chief Clerk
Texas Commission on Environmental Quality

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

AMENDED NOTICE OF HEARING
CITY OF DRIPPING SPRINGS
SOAH Docket No. 582-23-09218
TCEQ Docket No. 2022-0940-MWD
TCEQ Permit No. WQ0014488001

This Amended Notice of Hearing changes the date of the preliminary hearing.

APPLICATION.
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https://tceq.maps.arcgis.com/apps/webappviewer/index.html?id=db5bac44afbc468bbddd360f816825of&marker=-98.080277%2C30.154166&level=12

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10:00 a.m. – March 29, 2023

To join the Zoom meeting via computer:
https://soah-texas.zoomgov.com/
Meeting ID: 161 077 0640
Password: TCEQ928
or
To join the Zoom meeting via telephone:
(669) 254-5252 or (646) 828-7666
Meeting ID: 161 077 0640
Password: 9131563

Visit the SOAH website for registration at: http://www.soah.texas.gov/
or call SOAH at 512-475-4993.

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Issued: February 15, 2023

Laurie Gharis

Laurie Gharis, Chief Clerk
Texas Commission on Environmental Quality

J Thompson Professional Consulting
PO Box 172
Dripping Springs, Texas 78620
(512) 568-2184

Holly Morris-Keuntz, Superintendent
Dripping Springs Independent School District
510 Mercer Street
Dripping Springs, Texas 78620

January 31, 2023

Re: Notice of proposed subdivision

To Whom It May Concern:

Attached is a copy of the proposed "K Bar Mac, Lots 3 & 4 Amending Plat " which is required to be sent to you by Hays County Development Services. The proposed subdivision is revising two existing subdivision lots, the proposed use of the lots is residential.

The utilities and emergency services for this subdivision will be provided as follow: water by individual water well or rainwater collection, wastewater by on-site sewage facilities, electricity by Pedernales Electric Cooperative; fire protection by North Hays County Fire & Rescue (ESD # 6) and emergency medical service by ESD # 1.

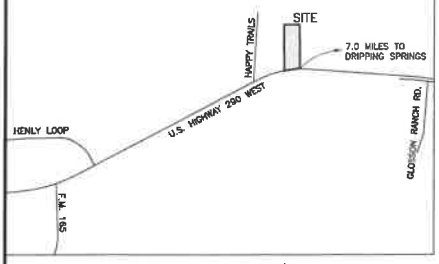
The total acreage of this plat consists of 2 lots on 10.0 acres with an average lot size of 5.0 acres. The subdivision is located at 6000 US Hwy 290 W, Dripping Springs, Texas 78620. The developers of this project are Wayne & Cristyn Erickson, owners of the property.

Should you have any questions regarding this project, contact me at your convenience.

Best regards,

Jon Thompson

Jon Thompson
(512) 568-2184
jthompsonconsultingds@gmail.com



VICINITY MAP – 1=2000'

SURVEYORS NOTES

1. FENCES MEANDER.

2. BEARINGS, DISTANCES AND AREAS IN PARENTHESES ARE FROM RECORD INFORMATION.

3. ACCORDING TO SCALING FROM THE CURRENT F.E.M.A. FLOOD INSURANCE RATE MAP NO. 48209C0100F, DATED 9/5/2005, A PORTION OF THIS TRACT LIES WITHIN ZONE A, (SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD) AND A PORTION LIES WITHIN ZONE X (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN).

4. THIS SURVEY WAS DONE WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT AND THIS SURVEYOR DID NOT RESEARCH THE DEED RECORDS FOR PREVIOUS CONFLICTS IN TITLE OR EASEMENT, THEREFORE, CERTAIN EASEMENTS MAY HAVE BEEN GRANTED WHICH ARE NOT REFLECTED HEREON.

5. ACCORDING TO SCALING FROM TCEQ MAPS ALL OF THIS SUBDIVISION LIES WITHIN THE BOUNDARIES OF THE EDWARDS AQUIFER CONTRIBUTING ZONE AND NO PORTION OF THIS SUBDIVISION LIES WITHIN THE BOUNDARIES OF THE EDWARDS AQUIFER RECHARGE ZONE.

6. THIS SUBDIVISION LIES WITHIN THE BOUNDARIES OF THE JOHNSON CITY INDEPENDENT SCHOOL DISTRICT.

7. NO PORTION OF THIS TRACT LIES WITHIN THE BOUNDARIES OF ANY MUNICIPALITY'S CORPORATE CITY LIMITS OR AREA OF EXTRA TERRITORIAL JURISDICTION.

9. THIS SUBDIVISION LIES WITHIN HAYS COUNTY EMERGENCY SERVICES DISTRICTS 1 AND 6.

10. MAIL BOXES PLACED WITHIN THE ROW, SHALL BE OF AN APPROVED TXDOT OR FHWA DESIGN, PER COUNTY DEVELOPMENT REGULATIONS, CHAPTER 721, SUBCHAPTER 2.01.

11. ALL CULVERTS, WHEN REQUIRED SHALL COMPLY WITH THE CURRENT HAYS COUNTY STANDARD, PER HAYS COUNTY DEVELOPMENT REGULATIONS, CHAPTER 705, SUBCHAPTER 8.03.

12. LOTS ARE RESTRICTED TO SINGLE FAMILY RESIDENTIAL AND IS FURTHER RESTRICTED FROM REGULATED TCEQ ACTIVITIES.

STATE OF TEXAS*
COUNTY OF HAYS*

KNOW ALL MEN BY THESE PRESENTS, THAT I, TINA SEALE, OWNER OF LOTS 3 AND 4, K-BAR-MAC, HAYS COUNTY, TEXAS BEING 9.997 ACRES AS CONVEYED TO USE BY DEED RECORDED IN VOLUME 3362, PAGE 24, OF THE HAYS COUNTY OFFICIAL PUBLIC RECORDS, DO HEREBY REPLAT THIS PROPERTY TO BE KNOWN AS RESUBDIVISION PLAT OF LOTS 3 AND 4, K-BAR-MAC, IN ACCORDANCE WITH THE PLAT SHOWN HEREON, SUBJECT TO ANY AND ALL EASEMENTS OR RESTRICTIONS HERETOFORE GRANTED, AND DO HEREBY DEDICATE TO THE PUBLIC THE USE OF THE STREETS AND EASEMENTS SHOWN HEREON.

TINA SEALE, OWNER
6000 W. HWY 290
DRIPPING SPRINGS, TX. 78620

STATE OF TEXAS*
COUNTY OF HAYS*

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED DAVID E. SUTHERLAND AND MYRA L. SUTHERLAND KNOWN TO ME TO BE THE PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS THE ____ DAY OF

_____, A.D., 20____

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

NO STRUCTURE IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO AN INDIVIDUAL WATER SUPPLY OR A STATE APPROVED COMMUNITY WATER SYSTEM. DUE TO DECLINING WATER SUPPLIES AND DIMINISHING WATER QUALITY, PROSPECTIVE PROPERTY OWNERS ARE CAUTIONED BY HAYS COUNTY TO QUESTION THE SELLER CONCERNING GROUND WATER AVAILABILITY. RAIN WATER COLLECTION IS ENCOURAGED AND IN SOME AREAS MAY OFFER THE BEST RENEWABLE WATER RESOURCE.

NO STRUCTURE IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO A PUBLIC SEWER SYSTEM OR TO AN ON-SITE WASTEWATER SYSTEM WHICH HAS BEEN APPROVED AND PERMITTED BY HAYS COUNTY DEVELOPMENT SERVICES.

NO CONSTRUCTION OR OTHER DEVELOPMENT WITHIN THIS SUBDIVISION MAY BEGIN UNTIL ALL HAYS COUNTY DEVELOPMENT PERMIT REQUIREMENTS HAVE BEEN MET.

TOM POPE, R.S., C.F.M.
HAYS COUNTY FLOODPLAIN ADMINISTRATOR — DATE

CAITLYN STRICKLAND, DIRECTOR
HAYS COUNTY DEVELOPMENT SERVICES — DATE



EXISTING LOT CONFIGURATION
LOT 3 AND LOT 4, K-BAR-MAC,
RECORDED IN VOLUME 12, PAGE 70,
HAYS COUNTY PLAT RECORDS



ORIGINAL SCALE
1" = 400'

STATE OF TEXAS *
COUNTY OF HAYS *

I, ELAINE H. CARDENAS, COUNTY CLERK OF HAYS COUNTY, TEXAS, DO HEREBY CERTIFY THAT ON THE _____ DAY OF _____, A.D. 20___ THE COMMISSIONERS COURT OF HAYS COUNTY, TEXAS, PASSED AN ORDER AUTHORIZING THE FILING FOR RECORD OF THIS PLAT, AND SAID ORDER HAS BEEN DULY ENTERED IN THE MINUTES OF THE SAID COURT INSTRUMENT NUMBER _____.

WITNESS MY HAND AND SEAL OF OFFICE, THIS THE _____ DAY OF _____, A.D. 20___

RUBEN BECERRA
COUNTY JUDGE
HAYS COUNTY, TEXAS

ELAINE H. CARDENAS
COUNTY CLERK
HAYS COUNTY, TEXAS

STATE OF TEXAS *
COUNTY OF HAYS *

I, ELAINE H. CARDENAS, COUNTY CLERK OF HAYS COUNTY, TEXAS, DO HEREBY CERTIFY THE FOREGOING INSTRUMENT OF WRITING WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE ____ DAY OF _____ 20____, AT

____ O'CLOCK ____M., IN THE PLAT RECORDS OF HAYS COUNTY, TEXAS IN INSTRUMENT NUMBER_____.

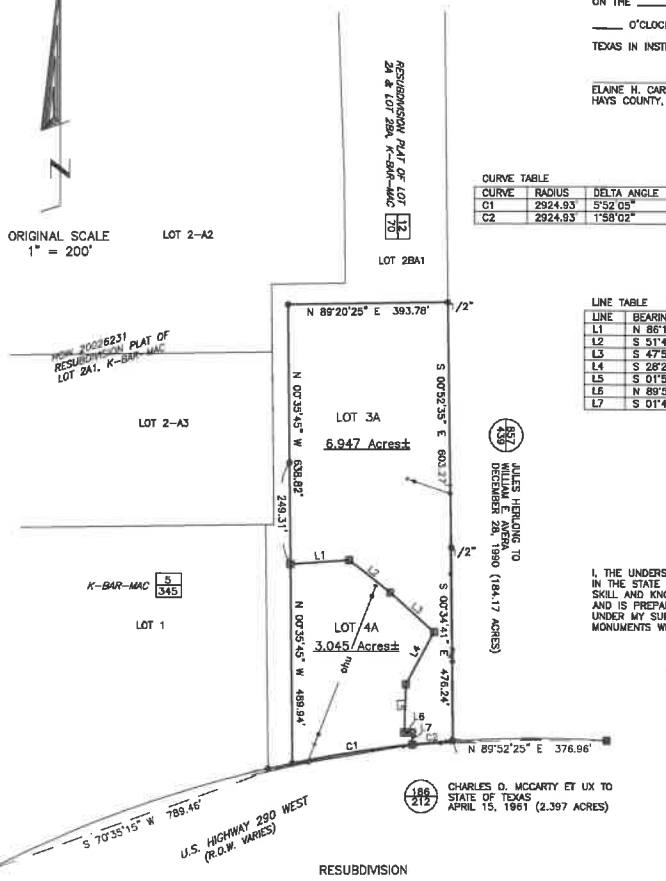
ELAINE H. CARDENAS, COUNTY CLERK
HAYS COUNTY, TEXAS

LEGEND

- (VOL/PG) HAYS COUNTY DEED, REAL PROPERTY OR OFFICIAL PUBLIC RECORDS
- [VOL/PG] HAYS COUNTY PLAT RECORDS
- ⊡ 1/2" IRON ROD SET WITH PLASTIC CAP STAMPED "BYRN SURVEY"
- ● 5/8" IRON ROD FOUND OR DIAMETER NOTED
- ■ TXDOT CONCRETE HIGHWAY MONUMENT FOUND
- ----- ohu -⊕-⊕- UTILITY LINE, POLE AND GUY



ORIGINAL SCALE
1" = 200'



RESUBDIVISION

CURVE TABLE

CURVE	RADIUS	DELTA ANGLE	ARC LENGTH	CHORD BEARING	CHORD LENGTH
C1	2924.93'	5°52'05"	299.56'	S 81°16'39" W	299.43'
C2	2924.93'	1°58'02"	100.43'	S 85°11'43" W	100.43'

LINE TABLE

LINE	BEARING	DISTANCE
L1	N 86°12'24" E	145.01'
L2	S 51°47'10" E	128.84'
L3	S 47°51'01" W	146.28'
L4	S 28°27'06" W	145.61'
L5	S 01°56'53" E	118.89'
L6	N 89°50'42" E	19.21'
L7	S 01°44'41" E	29.35'

LOT SIZE CATEGORIES

TOTAL AREA = 9.992 AC.
TOTAL NUMBER OF LOTS = 2
AVERAGE LOT SIZE = 4.996 AC.
NUMBER OF LOTS OVER 10 ACRES = 0
NUMBER OF LOTS 5 – 10 ACRES = 1
NUMBER OF LOTS 2 – 5 ACRES = 1
NUMBER OF LOTS 1 – 2 ACRES = 0
NUMBER OF LOTS LESS THAN 1 ACRE = 0

UTILITIES:
ELECTRIC-PEDERNALES ELECTRIC COOP.
WATER-PRIVATE WATER WELLS
SEWER-INDIVIDUAL ON-SITE SEWAGE FACILITIES

DRIVEWAY PERMIT STATEMENT:
DRIVEWAYS SHALL COMPLY WITH CHAPTER 721 OF THE HAYS COUNTY DEVELOPMENT REGULATIONS, AND BE PERMITTED THROUGH THE TRANSPORTATION DEPARTMENT OF HAYS COUNTY UNDER CHAPTER 751.

I, THE UNDERSIGNED, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, HEREBY STATE THAT TO THE BEST OF MY SKILL AND KNOWLEDGE THIS PLAT IS TRUE AND CORRECTLY MADE AND IS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND AND THAT THE CORNER MONUMENTS WERE PROPERLY PLACED UNDER MY SUPERVISION.

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE.

REGISTERED PROFESSIONAL LAND SURVEYOR
KYLE SMITH, R.P.L.S. NO. 5307

BYRN & ASSOCIATES, INC.
SURVEYING
P.O. BOX 1433 SAN MARCOS, TEXAS 78667
PHONE 512-396-2270 FAX 512-392-2945
FIRM NO. 10070500

CLIENT: SEALE, TINA
DATE: 11/15/2022
OFFICE: HADEN
CREW: C. SMITH, HADEN
FB/PG: 798/45
PLAT NO. 28122-22-c

RESUBDIVISION PLAT OF LOTS 3 & 4, K-BAR-MAC, HAYS COUNTY, TEXAS

J Thompson Professional Consulting
PO Box 172
Dripping Springs, Texas 78620
(512) 568-2184

Holly Morris-Keuntz, Superintendent
Dripping Springs Independent School District
510 Mercer Street
Dripping Springs, Texas 78620

February 7, 2023

Re: Notice of proposed subdivision

To Whom It May Concern:

Attached is a copy of the proposed "Oakridge Park @ Kinnicinik, Lot 7 & Part of Lot 6 Replat" which is required to be sent to you by Hays County Development Services. The proposed subdivision is creating one (1) new subdivision lot, the proposed use of the lots is commercial.

The utilities and emergency services for this subdivision will be provided as follow: water by individual water wells / rainwater collection, wastewater by conventional on-site sewage facilities, electricity by Pedernales Electric Cooperative; fire protection by North Hays County Fire & Rescue (ESD # 6) and emergency medical service by ESD # 1.

The total acreage of this plat is 11.325 acres and consists of one (1) lot with an average lot size of 11.325 acres. The subdivision is located 10100 Darden Hill Road, Austin, Texas 78737. The developer of this project is Fitzhugh Business Center, LLC, owner of the property.

Should you have any questions regarding this project, contact me at your convenience.

Best regards,

Jon Thompson

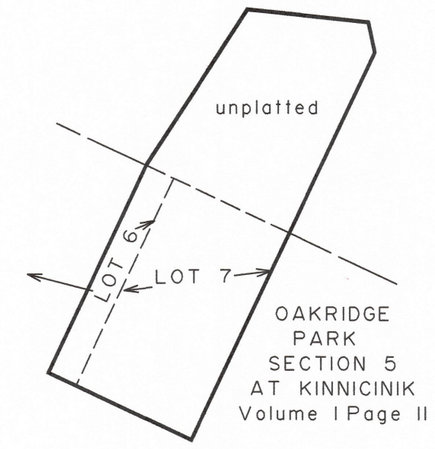
Jon Thompson
(512) 568-2184
jthompsonconsultingds@gmail.com

REPLAT OF LOT 7 AND A PORTION OF LOT 6 OAKRIDGE PARK SECTION 5 AT KINNICINIK

SCALE: 1" = 100'

graphic scale
0 100 200 300

prior tract configuration



Legend

- ◎ ½" Iron Rod Found
- IPF ◎ ½" Iron Pipe Found (unless noted)
- ◇ ½" Iron Rod Found with plastic cap
- □ Hays County Aluminum Disk Found
- ⊗ Calculated Point (Record Bearing and Distance)

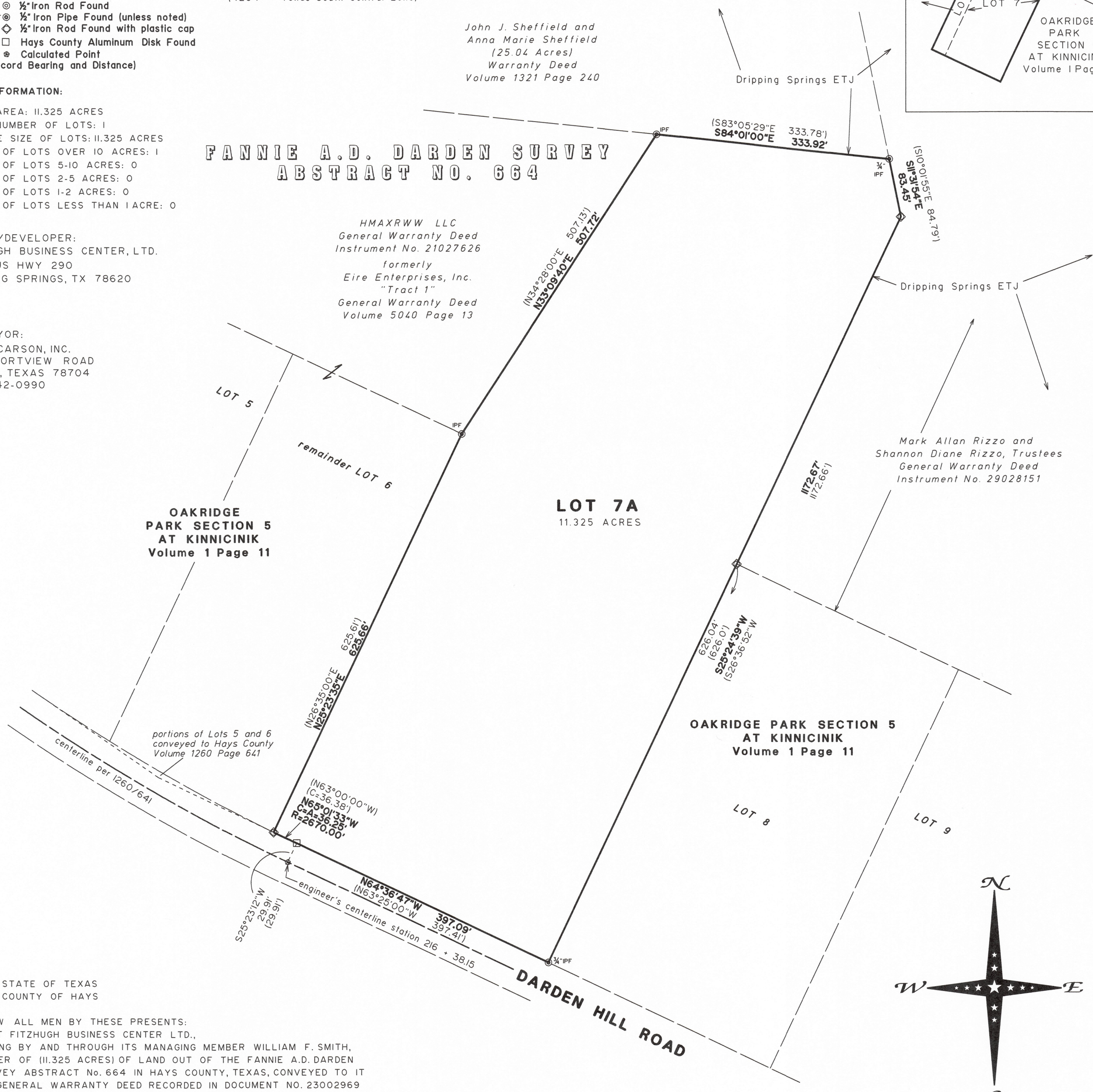
Orientation for this survey was based upon the State Plane Coordinate System. (4204 -- Texas South Central Zone)

PLAT INFORMATION:

TOTAL AREA: 11.325 ACRES
TOTAL NUMBER OF LOTS: 1
AVERAGE SIZE OF LOTS: 11.325 ACRES
NUMBER OF LOTS OVER 10 ACRES: 1
NUMBER OF LOTS 5-10 ACRES: 0
NUMBER OF LOTS 2-5 ACRES: 0
NUMBER OF LOTS 1-2 ACRES: 0
NUMBER OF LOTS LESS THAN 1 ACRE: 0

OWNER/DEVELOPER:
FITZHUGH BUSINESS CENTER, LTD.
4161 E US HWY 290
DRIPPING SPRINGS, TX 78620

SURVEYOR:
HOLT CARSON, INC.
1904 FORTVIEW ROAD
AUSTIN, TEXAS 78704
(512) 442-0990



THE STATE OF TEXAS
THE COUNTY OF HAYS

KNOW ALL MEN BY THESE PRESENTS:
THAT FITZHUGH BUSINESS CENTER LTD., ACTING BY AND THROUGH ITS MANAGING MEMBER WILLIAM F. SMITH, OWNER OF (11.325 ACRES) OF LAND OUT OF THE FANNIE A.D. DARDEN SURVEY ABSTRACT No. 664 IN HAYS COUNTY, TEXAS, CONVEYED TO IT BY GENERAL WARRANTY DEED RECORDED IN DOCUMENT NO. 23002969 OF THE OFFICIAL PUBLIC RECORDS OF HAYS COUNTY, TEXAS, AND WHICH (11.235 ACRES) INCLUDES ALL OF LOT 7 AND A PORTION OF LOT 6, OAKRIDGE PARK SECTION 5 AT KINNICINIK, A SUBDIVISION IN HAYS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME I PAGE II OF THE PLAT RECORDS OF HAYS COUNTY, TEXAS, DO HEREBY SUBDIVIDE SAID (11.325 ACRE) TRACT OF LAND IN ACCORDANCE WITH THE ATTACHED MAP OR PLAT TO BE KNOWN AS

REPLAT OF LOT 7 AND A PORTION OF LOT 6 OAKRIDGE PARK SECTION 5 AT KINNICINIK

SUBJECT TO ANY EASEMENTS AND/OR RESTRICTIONS HERETOFORE GRANTED AND NOT RELEASED, AND DO HEREBY DEDICATE TO THE PUBLIC USE OF THE STREETS AND EASEMENTS SHOWN HEREON.

WITNESS MY HAND THIS THE ____ DAY OF_____ A.D., 20___.

_____
WILLIAM F. SMITH, MANAGING MEMBER
FITZHIGH BUSINESS CENTER, LTD.

THE STATE OF TEXAS
THE COUNTY OF HAYS
BEFORE ME, THE UNDERSIGNED AUTHORITY, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, ON THIS DAY PERSONALLY APPEARED WILLIAM F. SMITH KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND HE ACKNOWLEDGED TO ME THAT SHE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED.
GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS THE _____ DAY OF _____ A.D. 20___.

_____
NOTARY PUBLIC IN AND FOR HAYS COUNTY, TEXAS

1111022

REPLAT OF LOT 7 AND A PORTION OF LOT 6 OAKRIDGE PARK SECTION 5 AT KINNICINIK

I, THE UNDERSIGNED, DIRECTOR OF THE HAYS COUNTY DEVELOPMENT SERVICES DEPARTMENT, HEREBY CERTIFY THAT THIS SUBDIVISION PLAT CONFORMS TO ALL HAYS COUNTY REQUIREMENTS AS STATED IN THE INTERLOCAL COOPERATION AGREEMENT BETWEEN HAYS COUNTY AND THE CITY OF DRIPPING SPRINGS.

_____

MARCUS PACHECO
DIRECTOR
HAYS COUNTY DEVELOPMENT SERVICES

THE STATE OF TEXAS
THE COUNTY OF HAYS
I, ELAINE H. CARDENAS, COUNTY CLERK OF HAYS COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE _____ DAY OF _____ A.D. 202_, AT _____ O'CLOCK ____ M. IN THE PLAT RECORDS OF HAYS COUNTY, TEXAS, IN INSTRUMENT No. _____

WITNESS MY HAND AND SEAL OF OFFICE, THIS THE _____ DAY OF _____ A.D. 202__.

_____

ELAINE H. CARDENAS
COUNTY CLERK
HAYS COUNTY, TEXAS.

SEWAGE DISPOSAL/INDIVIDUAL WATER SUPPLY CERTIFICATION, TO-WIT:

NO STRUCTURE IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO AN INDIVIDUAL WATER SUPPLY OR A STATE APPROVED COMMUNITY WATER SYSTEM. DUE TO DECLINING WATER SUPPLIES AND DIMINISHING WATER QUALITY, PROSPECTIVE PROPERTY OWNERS ARE CAUTIONED BY HAYS COUNTY TO QUESTION THE SELLER CONCERNING GROUND WATER AVAILABILITY. RAIN WATER COLLECTION IS ENCOURAGED AND IN SOME AREAS MAY OFFER THE BEST RENEWABLE WATER RESOURCE.

NO STRUCTURE IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO A PUBLIC SEWER SYSTEM OR TO AN ON-SITE WASTEWATER SYSTEM WHICH HAS BEEN APPROVED AND PERMITTED BY HAYS COUNTY DEVELOPMENT SERVICES DEPARTMENT.

NO CONSTRUCTION OR OTHER DEVELOPMENT WITHIN THIS SUBDIVISION MAY BEGIN UNTIL ALL HAYS COUNTY DEVELOPMENT AUTHORIZATION REQUIREMENTS HAVE BEEN SATISFIED.

_____

MARCUS PACHECO DIRECTOR
HAYS COUNTY DEVELOPMENT
SERVICES DEPARTMENT

_____

ERIC VAN GAASBEEK
HAYS COUNTY FLOODPLAIN
ADMINISTRATOR

FINAL PLAT NOTES:

1. THIS FINAL PLAT IS NOT LOCATED WITHIN THE EXTRATERRITORIAL JURISDICTION OF THE CITY OF DRIPPING SPRINGS.
2. NO PORTION OF THIS PLAT LIES WITHIN THE BOUNDARIES OF THE EDWARDS AQUIFER RECHARGE ZONE.
3. THIS PLAT LIES WITHIN THE BOUNDARIES OF THE CONTRIBUTING ZONE OF THE EDWARDS AQUIFER.
4. THIS PLAT IS LOCATED WITHIN THE BOUNDARY OF THE DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT.
5. NO PORTION OF THIS PROPERTY IS LOCATED WITHIN A DESIGNATED 100 YEAR FLOOD PLAIN AS DELINEATED ON THE FLOOD INSURANCE RATE MAP PANEL No. 48209C 0140 F, EFFECTIVE DATE OF SEPTEMBER 2, 2005, AS PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.
6. WATER SERVICE WILL BE PROVIDED TO EACH LOT FROM PRIVATE WATER WELLS.
7. WASTEWATER SERVICE WILL BE PROVIDED TO EACH LOT BY AN ON-SITE SEWAGE FACILITY.
8. ELECTRIC SERVICE WILL BE PROVIDED BY THE PEDERNALES ELECTRIC COOPERATIVE.
9. TELEPHONE SERVICE MAY BE AVAILABLE FROM FRONTIER COMMUNICATIONS.
10. IN ORDER TO PROMOTE SAFE USE OF ROADWAYS AND TO PRESERVE THE CONDITIONS OF PUBLIC ROADWAYS, NO DRIVEWAY CONSTRUCTED ON ANY LOT WITHIN THIS SUBDIVISION SHALL BE PERMITTED TO ACCESS ONTO A PUBLICLY DEDICATED ROADWAY UNLESS A DRIVEWAY PERMIT HAS BEEN ISSUED BY HAYS COUNTY.

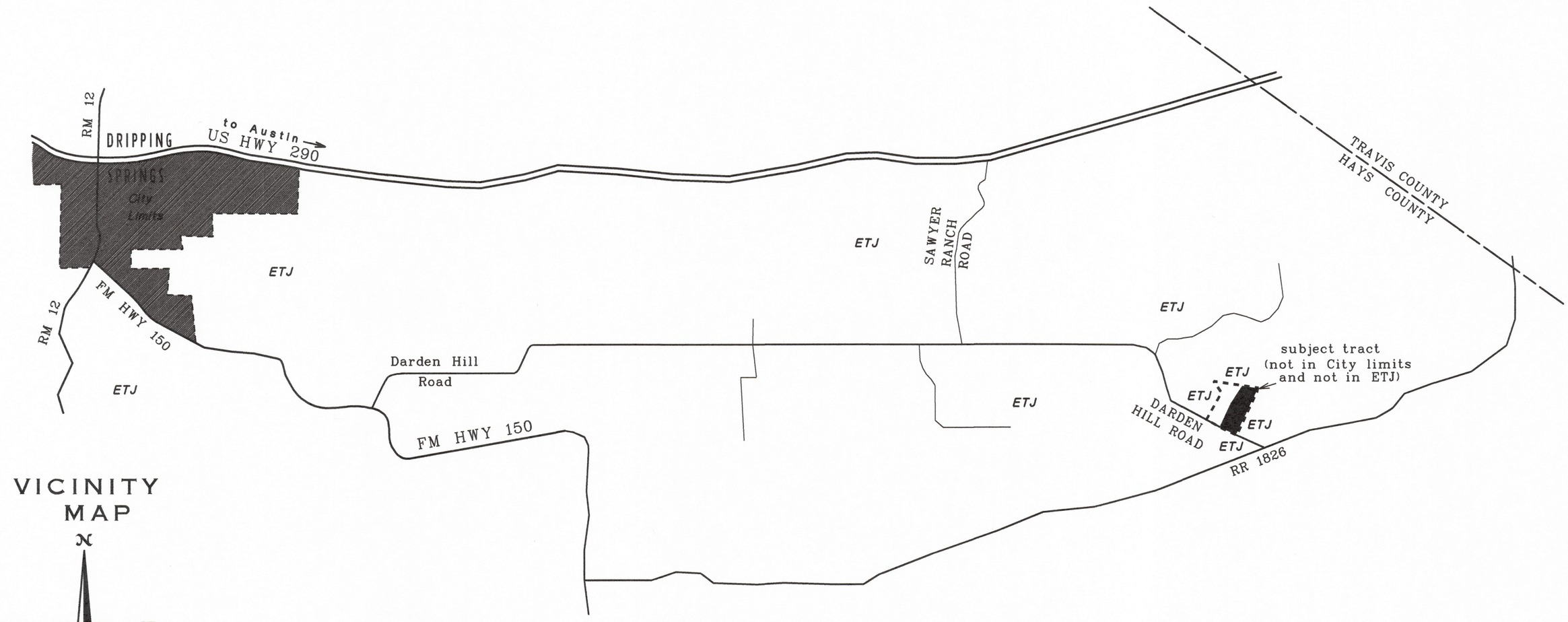
STATE OF TEXAS
COUNTY OF TRAVIS
KNOW ALL MEN BY THESE PRESENTS:
THAT I, THE UNDERSIGNED, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, HEREBY CERTIFY THAT THIS PLAT COMPLIES WITH THE SURVEY RELATED REQUIREMENTS OF THE HAYS COUNTY SUBDIVISION REGULATIONS AND THE CITY OF DRIPPING SPRINGS AND FURTHER CERTIFY THAT THIS PLAT IS TRUE AND CORRECTLY MADE AND IS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND AND THAT THE CORNER MONUMENTS WERE PROPERLY PLACED UNDER MY SUPERVISION.

Anne Thayer — 1-30-23

ANNE THAYER
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 5850
HOLT CARSON, INC.
1904 FORTVIEW ROAD AUSTIN, TEXAS 78704

DATE

STATE OF TEXAS
REGISTERED
ANNE THAYER
5850
PROFESSIONAL
LAND SURVEYOR



VICINITY MAP

N
W
E
S

1111022

J Thompson Professional Consulting
PO Box 172
Dripping Springs, Texas 78620
(512) 568-2184

Holly Morris-Keuntz, Superintendent
Dripping Springs Independent School District
510 Mercer Street
Dripping Springs, Texas 78620

January 31, 2023

Re: Notice of proposed subdivision

To Whom It May Concern:

Attached is a copy of the proposed "Panther Creek, Lots 2A & 2B Amending Plat " which is required to be sent to you by Hays County Development Services. The proposed subdivision is creating two revised subdivision lots, the proposed use of the lots is residential.

The utilities and emergency services for this subdivision will be provided as follow: water by individual water well or rainwater collection, wastewater by on-site sewage facilities, electricity by Pedernales Electric Cooperative; fire protection by North Hays County Fire & Rescue (ESD # 6) and emergency medical service by ESD # 1.

The total acreage of this plat consists of 2 lots on 50.0 acres with an average lot size of 25 acres. The subdivision is located at 500 & 600 Panther Creek Road, Dripping Springs, Texas 78620. The developers of this project are Bill & Stephanie de Dufour and Larry & Darlene Sanders, owners of the properties.

Should you have any questions regarding this project, contact me at your convenience.

Best regards,

Jon Thompson

Jon Thompson
(512) 568-2184
jthompsonconsultingds@gmail.com

EXISTING LOT CONFIGURATION
REPLAT OF TRACT 2 OF PANTHER CREEK AMENDED PLAT
VOLUME 16, PAGE 395 H.C.O.P.R.

LOT 2A

LOT 2B

TRACT 1
PANTHER CREEK AMENDED PLAT
7/362-363 H.C.P.R.

N 86°46'30" E 1689.17'

609.92'

1/2" IRON ROD FOUND

P.O.B.
1/2" IRON ROD FOUND

10' P.U.E.

100' B.L.

189.64'

100.00' SANITARY CONTROL EASEMENT

EXISTING WATER WELL

604.03'

10' P.U.E.

N 03°12'43" W 694.11'

25.00 Acres
TRACT 2C

150' B.L.

20' P.U.E.

S 01°31'36" E 483.09'

PANTHER CREEK ROAD (60' R.O.W.)

TRACT 18
PANTHER CREEK AMENDED PLAT
7/362-363 H.C.P.R.

C1

C2

@99.68' PASS A 1/2" IRON ROD FOUND

1/2" IRON ROD FOUND

S 48°03'54" W 173.02'

281.02'

N 64°58'17" W 196.87'

S 61°59'03" W 294.38'

ORIGINAL LOT DIVIDING LINE

10' P.U.E. TO BE ABANDONED

N 82°30'27" W 340.35'

S 81°58'40" W 773.43'

@47.90' PASSING A FOUND 60D NAIL

VINEYARD II LTD
DOC# 22035320 H.C.O.P.R.

153.21'

320.09'

S 43°48'34" E 104.59'

1/2" IRON ROD FOUND

100.00' SANITARY CONTROL EASEMENT

EXISTING WATER WELL

20' P.U.E.

C3

150' B.L.

1/2" IRON ROD FOUND

TRACT 17
PANTHER CREEK AMENDED PLAT
7/362-363 H.C.P.R.

S 25°04'21" W 192.09'

N 03°12'36" W 586.86'

25.00 Acres
TRACT 2D

100' B.L.

10' P.U.E.

100' B.L.

1/2" IRON ROD FOUND

10' P.U.E.

S 84°29'00" W 1765.01'

TRACT 3
PANTHER CREEK AMENDED PLAT
7/362-363 H.C.P.R.

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING
C1	303.77'	71.79'	71.63'	S 07°51'53" E
C2	303.77'	153.49'	151.86'	S 29°06'37" E
C3	245.00'	285.88'	269.94'	N 10°20'02" W

REPLAT OF LOTS 2A & 2B,

REPLAT OF TRACT 2 OF PANTHER CREEK AMENDED PLAT, ESTABLISHING LOTS 2C AND 2D, LOCATED IN THE JOHN O'NEIL SURVEY NO. 2, ABSTRACT NO. 353, IN HAYS COUNTY, TEXAS

0' 100' 200' 300'

CTLS
Cross Texas Land Services, Inc
702 RIO GRANDE, #301-AUSTIN, TEXAS 78701
512-965-2878

TX. FIRM REG. #100248-00
www.crosstexaslandservices.com

LEGEND:
- POINT
- MONUMENT SET
- MONUMENT FOUND
- E ELECTRIC METER W WATER WELL
- BOUNDARY LINE
- ADJOINER LINE
- OVERHEAD UTILITY LINE
- FENCE
- EDGE OF EASEMENT

H.C.O.P.R. - HAYS COUNTY OFFICIAL PUBLIC RECORDS
H.C.P.R. - HAYS COUNTY PLAT RECORDS
P.U.E. PUBLIC UTILITY EASEMENT
B.L. BUILDING SETBACK LINE

OWNER(S)
LARRY K. SANDERS,
OWNER OF LOT 2A
500 PANTHER CREEK ROAD,
DRIFTWOOD, TX 78619

WILLIAM F. DEDUFOUR,
OWNER OF LOT 2B
600 PANTHER CREEK ROAD
DRIFTWOOD, TX 78619

SURVEYED BY	MRW	JANUARY 2023
DRAWN BY	TA	1/5/2023
DATE OF SURVEY		1/02/2023
PROJ. NO. 22-50268		
DWG NAME: 22-50268 PANTHER CREEK REPLAT		

SHEET 1 OF 2

REPLAT OF LOTS 2A & 2B,

REPLAT OF TRACT 2 OF PANTHER CREEK AMENDED PLAT, ESTABLISHING LOTS 2C AND 2D, LOCATED IN THE JOHN O'NEIL SURVEY NO. 2, ABSTRACT NO. 353, IN HAYS COUNTY, TEXAS

THE STATE OF TEXAS

COUNTY OF HAYS

WHEREAS, LARRY K. SANDERS IS THE RECORD OWNER OF A 25.00 ACRES OF LAND KNOWN AS LOT 2A, REPLAT OF PANTHER CREEK AMENDED PLAT, RECORDED IN VOLUME 16, PAGE 395, OF THE OFFICIAL PUBLIC RECORDS OF SAID HAYS COUNTY, TEXAS

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS THAT I, LARRY K. SANDERS, DO HEREBY ADOPT THIS PLAT THE SAME AS SHOWN HEREON AND DO HEREBY ADOPT THIS PLAT AS THE OFFICIAL PLAT OF THE SAME AND HEREBY DEDICATES TO THE USE OF THE PUBLIC FOREVER, PARKS, WATERCOURSES, DRAINS, EASEMENTS, STREETS AND PUBLIC PLACES SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED. ALL INTERNAL DRIVEWAYS AND PARKING AREAS SHOWN ON THE PLAT ARE PRIVATE AND TO BE MAINTAINED BY THE OWNER.

WITNESS MY HAND THIS _____DAY OF _____, 2023

_____
LARRY K. SANDERS

STATE OF TEXAS

COUNTY OF HAYS

BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, ON THIS DAY PERSONALLY APPEARED LARRY K. SANDERS, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT HE EXECUTED THE SAME FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____DAY OF _____, 2023

_____
NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

THE STATE OF TEXAS

COUNTY OF HAYS

WHEREAS, WILLIAM F. DEDUFOUR IS THE RECORD OWNER OF A 25.00 ACRES OF LAND KNOWN AS LOT 2B, REPLAT OF PANTHER CREEK AMENDED PLAT, RECORDED IN VOLUME 16, PAGE 395, OF THE OFFICIAL PUBLIC RECORDS OF SAID HAYS COUNTY, TEXAS

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS THAT I, WILLIAM F. DEDUFOUR, DO HEREBY ADOPT THIS PLAT THE SAME AS SHOWN HEREON AND DO HEREBY ADOPT THIS PLAT AS THE OFFICIAL PLAT OF THE SAME AND HEREBY DEDICATES TO THE USE OF THE PUBLIC FOREVER, PARKS, WATERCOURSES, DRAINS, EASEMENTS, STREETS AND PUBLIC PLACES SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED. ALL INTERNAL DRIVEWAYS AND PARKING AREAS SHOWN ON THE PLAT ARE PRIVATE AND TO BE MAINTAINED BY THE OWNER.

WITNESS MY HAND THIS _____DAY OF _____, 2023

_____
WILLIAM F. DEDUFOUR

STATE OF TEXAS

COUNTY OF HAYS

BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, ON THIS DAY PERSONALLY APPEARED WILLIAM F. DEDUFOUR, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT HE EXECUTED THE SAME FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____DAY OF _____, 2023

_____
NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

SEWAGE DISPOSAL/INDIVIDUAL WATER SUPPLY CERTIFICATION, TO-WIT:
STATE OF TEXAS
COUNTY OF HAYS

NO STRUCTURE IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO AN INDIVIDUAL WATER SUPPLY OR A STATE-APPROVED COMMUNITY WATER SYSTEM. DUE TO DECLINING WATER SUPPLIES AND DIMINISHING WATER QUALITY, PROSPECTIVE PROPERTY OWNERS ARE CAUTIONED BY HAYS COUNTY TO QUESTION THE SELLER CONCERNING GROUND WATER AVAILABILITY. RAIN WATER COLLECTION IS ENCOURAGED AND IN SOME AREAS MAY OFFER THE BEST RENEWABLE WATER RESOURCE.

NO STRUCTURE IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO A PUBLIC SEWER SYSTEM OR TO AN ON-SITE WASTEWATER SYSTEM WHICH HAS BEEN APPROVED AND PERMITTED BY HAYS COUNTY ENVIRONMENTAL HEALTH. NO CONSTRUCTION OR OTHER DEVELOPMENT WITHIN THIS SUBDIVISION MAY BEGIN UNTIL ALL HAYS COUNTY DEVELOPMENT PERMIT REQUIREMENTS HAVE BEEN MET.

_____
MARCUS PACHECO DATE
HAYS COUNTY DEVELOPMENT SERVICES
DIRECTOR OF HAYS COUNTY

_____
ERIC VAN GAASBEEK DATE
HAYS COUNTY FLOODPLAIN ADMINISTRATOR
DEVELOPMENT AND COMMUNITY SERVICES

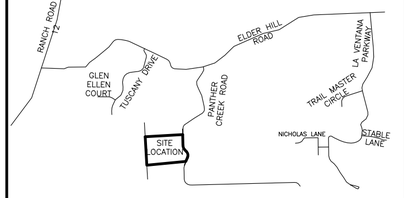
CTLS
Cross Texas Land Services, Inc
702 RIO GRANDE, #301-AUSTIN, TEXAS 78701
512-965-2878

TX. FIRM REG. #100248-00
www.crosstexaslandservices.com

NOTES:

1. BEARINGS, DISTANCE& ACREAGE SHOWN HEREON ARE GRID, NAD 83(2011)-HARN, LAMBERT GRID COORDINATES AND CONFORM TO THE TEXAS COORDINATE SYSTEM, "TEXAS SOUTH CENTRAL ZONE", UTILIZING NGS CORS/OPUS SOLUTION.
2. THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT. THERE MAY BE EASEMENTS AND/OR COVENANTS AFFECTING THIS PROPERTY, NOT SHOWN HEREON.
3. IRON ROD SET ARE 1/2 INCH IRON REBAR WITH PLASTIC CAPS MARKED "CTLS"
4. THIS SUBDIVISION IS NOT WITHIN THE BOUNDARIES OF THE EDWARDS AQUIFER RECHARGE ZONE, BUT IS WITHIN THE CONTRIBUTING ZONE
5. THE SUBDIVISION LIES WITHIN THE BOUNDARY OF THE DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT.
6. HAYS COUNTY EMERGENCY DISTRICTS 1 & 6.
7. NO OBJECT, INCLUDING BUILDINGS, FENCING OR LANDSCAPING WHICH WOULD INTERFERE WITH NATURAL FLOW OF STORMWATER OR CHANGE FIRM FLOOD ELEVATION SHALL BE PLACED OR ERECTED WITHIN THE EASEMENT SHOWN HEREON.
8. THIS SUBDIVISION IS SUBJECT TO ALL GENERAL NOTES AND RESTRICTIONS APPEARING ON THE PLAT TITLED REPLAT OF PANTHER CREEK AMENDED PLAT.
9. EACH OF THE LOTS SHOWN HEREON IS RESTRICTED TO ONE SINGLE FAMILY RESIDENCE. TCEQ REGULATED DEVELOPMENT IS PROHIBITED.
10. NO CONSTRUCTION OR DEVELOPMENT WITHIN THE SUBDIVISION MAY BEGIN UNTIL ALL HAYS COUNTY DEVELOPMENT AUTHORIZATION REQUIREMENTS HAVE BEEN SATISFIED.
11. NO PORTION OF THIS SUBDIVISION LIES WITHIN THE BOUNDARIES OF ANY MUNICIPALITIES, CORPORATE CITY LIMITS, OR EXTRA TERRITORIAL JURISDICTION.
12. THIS SUBDIVISION LIES WITHIN THE BOUNDARY OF THE HAYS-TRINITY GROUNDWATER CONSERVATION DISTRICT 5.
13. UTILITY INFORMATION:
    WATER: INDIVIDUAL WATER WELLS
    SEWER: INDIVIDUAL ON-SITE SEWAGE FACILITIES
    ELECTRICITY: PEDERNALES ELECTRIC COOPERATIVE, INC.
14. THE PROPERTY DESCRIBED HEREON IS LOCATED IN ZONE X AND IS NOT WITHIN A 100-YEAR FLOOD HAZARD AREA AS IDENTIFIED BY THE FEDERAL INSURANCE ADMINISTRATION FLOOD BOUNDARY MAP, PANEL NO.48209C0230F EFFECTIVE 9/2/2005.
15. IN ORDER TO PROVIDE SAFE USE OF ROADWAYS AND PRESERVE THE CONDITIONS OF PUBLIC ROADWAYS, NO DRIVEWAY CONSTRUCTED ON ANY LOT WITHIN THIS SUBDIVISION SHALL BE PERMITTED TO ACCESS ONTO A PUBLIC ROADWAY UNLESS (a) A PERMIT FOR USE OF THE COUNTY ROADWAY RIGHT-OF-WAY HAS BEEN ISSUED UNDER CHAPTER 751, AND (b) THE DRIVEWAY SATISFIES THE MINIMUM SPACING REQUIREMENT SET FORTH IN CHAPTER 721 OF THE HAYS COUNTY DEVELOPMENT REGULATIONS.
16. ALL CULVERTS, WHEN REQUIRED, SHALL COMPLY WITH THE CURRENT HAYS COUNTY STANDARD, PER HAYS COUNTY DEVELOPMENT REGULATIONS, CHAPTER 705, SUBCHAPTER 8.03.
17. IN APPROVING THIS PLAT BY THE COMMISSIONERS COURT OF HAYS COUNTY, TEXAS, IT IS UNDERSTOOD THAT THE BUILDING OF ALL STREETS, ROADS, AND OTHER PUBLIC THOROUGHFARES DELINEATED AND SHOWN ON THIS PLAT, AND ALL BRIDGES AND CULVERTS NECESSARY TO BE CONSTRUCTED OR PLACED IN SUCH STREETS, ROADS, OR OTHER PUBLIC THOROUGH FARES, OR IN CONNECTION THEREWITH SHALL BE THE RESPONSIBILITY OF THE OWNER AND/OR THE DEVELOPER OF THE TRACT OF LAND COVERED BY THIS PLAT IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS PRESCRIBED BY THE COMMISSIONERS COURT OF HAYS COUNTY, TEXAS AND THE COMMISSIONERS OF HAYS COUNTY, TEXAS, ASSUME NO OBLIGATION TO BUILT THE STREETS, ROADS, OR OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT OR OF CONSTRUCTING ANY BRIDGES OR CULVERTS IN CONNECTION THEREWITH.
18. UNDER DEPARTMENT REGULATIONS, THIS SUBDIVISION IS EXEMPT FROM THE REQUIREMENTS TO DEMONSTRATE THE AVAILABILITY OF WATER SERVICE. FURTHER SUBDIVISION IS PROHIBITED FOR A DURATION OF FIVE (5) YEARS, FOLLOWING THE FILING OF THE PLAT.
19. TOTAL AREA: 50.00 ACRES
    TOTAL NUMBER OF LOTS: 2
    NUMBER OF LOTS WITH <1 ACRE: 0
    NUMBER OF LOTS WITH 1-2 ACRES: 0
    NUMBER OF LOTS WITH 2-5 ACRES: 0
    NUMBER OF LOTS WITH 5-10 ACRES: 0
    NUMBER OF LOTS WITH >10 ACRES: 2

VICINITY MAP
NOT TO SCALE



KNOW ALL MEN BY THESE PRESENTS, THAT I THE UNDERSIGNED, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, HEREBY CERTIFY THAT I PREPARED THIS PLAT FROM AN ACTUAL AND ACCURATE SURVEY OF THE LAND AND THAT THE CORNER MONUMENTS SHOWN THEREON AS "SET" WERE PROPERLY PLACED UNDER MY PERSONAL SUPERVISION IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS OF THE CITY OF SAN MARCOS..

WITNESS MY HAND AND OFFICIAL SEAL THIS _____DAY OF _____, 2023.

PRELIMINARY: THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT

_____
MARK R. WATSON REGISTERED PROFESSIONAL LAND SURVEYOR
#5740

CERTIFICATE OF COUNTY APPROVAL, TO-WIT:
STATE OF TEXAS
COUNTY OF HAYS

I, ELAINE H. CARDENAS, COUNTY CLERK OF HAYS COUNTY, TEXAS, DO HEREBY CERTIFY THAT ON THE ___DAY OF ____, A.D., 20___, THE COMMISSIONERS COURT OF HAYS COUNTY, TEXAS PASSED AN ORDER AUTHORIZING THE FILING FOR RECORD OF THIS PLAT, AND SAID ORDER HAS BEEN DULY ENTERED IN THE MINUTES OF THE SAID COURT IN BOOK ____, PAGE____.

WITNESS MY HAND AND SEAL OF OFFICE THIS THE ___DAY OF_____, A.D., 20___.

_____ _____
RUBEN BECERRA
COUNTY JUDGE
HAYS COUNTY, TEXAS

_____
ELAINE H. CARDENAS
COUNTY CLERK
HAYS COUNTY, TEXAS

CERTIFICATE OF RECORDING:
STATE OF TEXAS
COUNTY OF HAYS

I, ELAINE H. CARDENAS, COUNTY CLERK OF HAYS COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING WITH ITS CERTIFICATE OF AUTHENTICATION WAS

FILED FOR RECORD IN MY OFFICE ON THE ___DAY OF ____, 20__, AT ____O'CLOCK __.M., AND DULY RECORDED ON THE ___DAY OF ___, 20__, AT

____O'CLOCK __.M., IN THE PLAT RECORDS OF HAYS COUNTY, TEXAS, IN BOOK ___, PAGE ___.

_____
ELAINE H. CARDENAS, COUNTY CLERK
HAYS COUNTY, TEXAS

OWNER(S)
LARRY K. SANDERS,
OWNER OF LOT 2A
500 PANTHER CREEK ROAD,
DRIFTWOOD, TX 78619

WILLIAM F. DEDUFOUR,
OWNER OF LOT 2B
600 PANTHER CREEK ROAD
DRIFTWOOD, TX 78619

SURVEYED BY	MRW	JANUARY 2023
DRAWN BY	TA	1/5/2023
DATE OF SURVEY		1/02/2023
PROJ. NO. 22-50268		
DWG NAME: 22-50268 PANTHER CREEK REPLAT		

SHEET 2 OF 2

DOUCET

7401B Highway 71 West, Suite 160
Austin, TX 78735
Office: 512.583.2600
Fax: 800.587.2817
DoucetEngineers.com

February 7, 2023

Re: Notice of proposed subdivision
Hays County Project Tracking Number – PLN-2083-NP

To Whom It May Concern:

Attached is a copy of the proposed "Silver Creek Subdivision" which is required to be sent to you by Hays County Development Services. The proposed subdivision is creating 31 new subdivision lots (comprising of 28 single-family residential lots, one public open space lot, and two HOA lots).

The utilities and emergency services for this subdivision will be provided as follow: water by on-site public water supply well; wastewater by on-site sewage facilities; electricity by Pedernales Electric Cooperative; gas by Texas Gas Service; fire protection by North Hays County Fire & Rescue (ESD #6) and emergency medical service by ESD #1.

The total acreage of this plat consists of 70.0 acres with an average residential lot size of 1.9 acres. The subdivision is located near the end of Silver Creek Road towards the southwest. The owner/developer of this property is Dripping Springs Owner, LLC.

Should you have any questions regarding this project, contact me at your convenience.

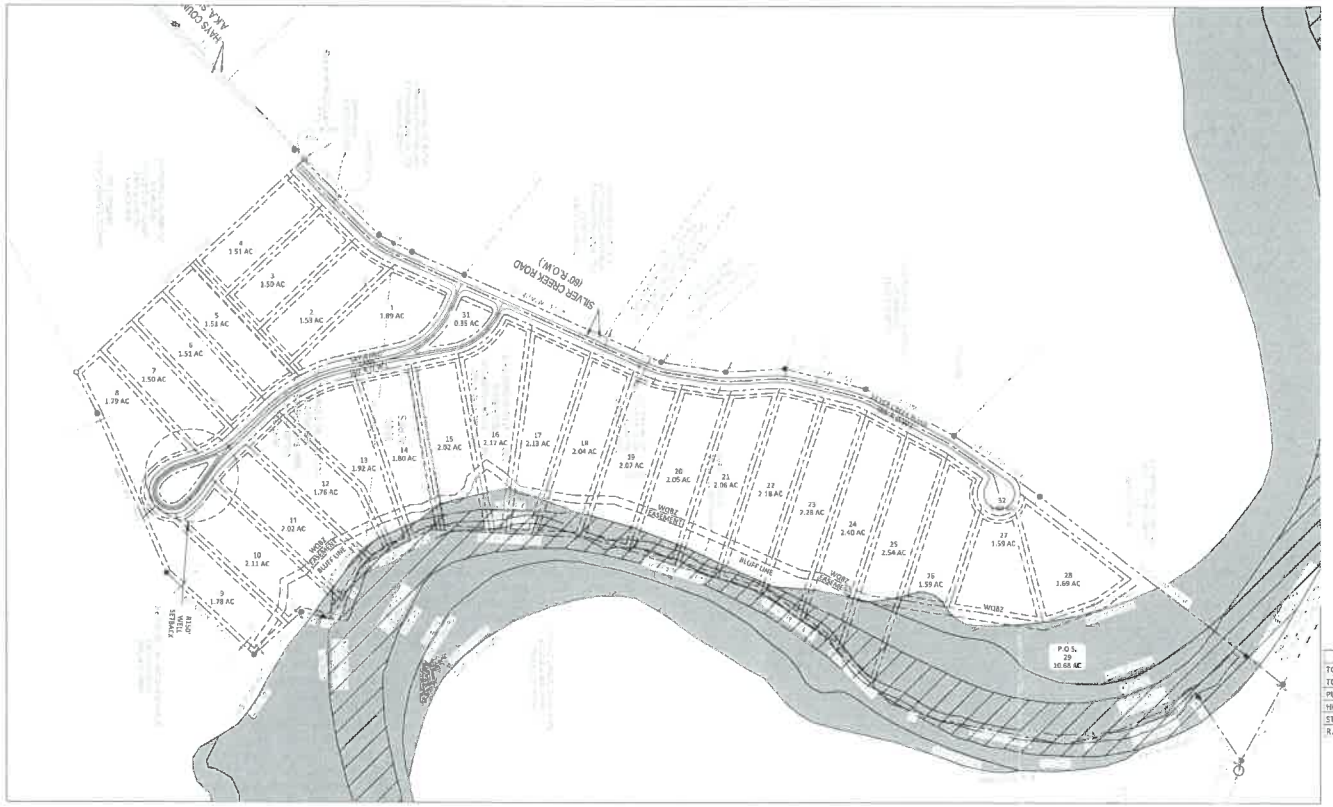
Best regards,

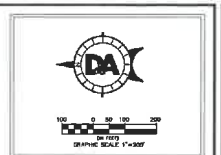
Richard Pham, P.E.
Project Engineer
7401 B Hwy 71 West, Suite 160
Austin, TX 78735
512-953-7645

TBPLS Firm No. 10105800
TBPE Firm No. F-3937

PARKLAND SUMMARY			
CATEGORY	DESCRIPTION	LOT#	Area (AC)
< 1.0 AC			
TOTAL	(< 1.0 AC)		0.00
1.0 - 2.0 AC			
TOTAL	(1.0 - 2.0 AC)		0.00
2.0 - 5.0 AC			
TOTAL	(2.0 - 5.0 AC)		0.00
5.0 - 10.0 AC			
TOTAL	(5.0 - 10.0 AC)		0.00
> 10.0 AC	PUBLIC OPEN SPACE	29	10.68
TOTAL	(> 10.0 AC)		10.68
TOTAL PRIVATE AND PUBLIC PARKLAND			10.68

LOT SETBACKS	
FRONT	25'
REAR	25'
SIDE	15'
R.O.W. WIDTHS	
LOCAL	60' OR AS SHOWN
PAVEMENT WIDTHS	
LOCAL	20' OR AS SHOWN





LEGEND

- IRON ROD FOUND
- FIRE HYDRANT
- SIGN
- POWER POLE
- DOWN GUY
- SUBDIVISION BOUNDARY
- LOT LINES
- BUILDING SETBACK LINE
- EASEMENTS
- PROPOSED RIGHT OF WAY
- PROPOSED FACE OF CURB
- EXISTING CONTOURS
- WETLAND CRITICAL ENVIRONMENTAL FEATURE (CEF)
- P.P.D. PUBLIC PARKLAND DEDICATION
- P.O.S. PUBLIC OPEN SPACE
- WQBZ WATER QUALITY BUFFER ZONE
- FEMA 100-YR FLOODPLAIN

LOCATION MAP



SITE DATA TABLE			
TOTAL SITE AREA		70.0	AC
TOTAL RESIDENTIAL LOTS	28	52.94	AC
PUBLIC OPEN SPACE	1	10.68	AC
HOA LOTS	2	0.58	AC
STREET R.O.W.		4,664	LF
R.O.W. ACREAGE		5.80	AC

SILVER CREEK SUBDIVISION

DRIPPING SPRINGS, HAYS COUNTY, TEXAS

OWNER/DEVELOPER: SOUTHERN LAND COMPANY
3990 HILLSBORO PIKE, SUITE 400
NASHVILLE, TN 37215
(615) 778-2889
CONTACT: BRIAN SEWELL, CHIEF OPERATING OFFICER

ENGINEER: DOUCET & ASSOCIATES
7401 B HWY. 71 WEST, SUITE 160
AUSTIN, TEXAS 78735
(512) 583-2600
CONTACT: RICHARD PHAM, P.E.

LAND SURVEY: MATKIN HOOVER
ENGINEERING & SURVEYING
3303 SHELL ROAD, SUITE 3
GEORGETOWN, TEXAS 78628
(512) 868-2244
CONTACT: KYLE L. PRESSLER, R.P.L.S.

UTILITY PROVIDERS: WATER: PUBLIC WATER WELL
WASTEWATER: SEPTIC
ELECTRIC: PEDERNALES ELECTRICAL COOPERATIVE
GAS: TEXAS GAS SERVICE

JURISDICTION: CITY OF DRIPPING SPRINGS ETJ

LEGAL DESCRIPTION: A 70.00 ACRE TRACT OF LAND, LOCATED IN PART OF THE MARCUS D. RAPER SURVEY, ABSTRACT NO. 394, IN HAYS COUNTY, TEXAS, BEING A PORTION OF A CALLED 45.90 ACRE TRACT OF LAND AS DESCRIBED OF RECORD IN DOCUMENT NO. 21054605, AND ALL OF A CALLED 45.85 ACRE TRACT OF LAND AS DESCRIBED OF RECORD IN DOCUMENT NO. 21054605, BOTH OF THE OFFICIAL PUBLIC RECORDS OF HAYS COUNTY, TEXAS.

SITE AREA: 70.0 ACRES

WATERSHED: THIS PROJECT IS LOCATED WITHIN THE EDWARDS AQUIFER CONTRIBUTING ZONE.

FLOODPLAIN: ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP FOR HAYS COUNTY, TEXAS, COMMUNITY PANEL NUMBER 48209210106F, DATED SEPTEMBER 2, 2005. A PORTION OF THIS SUBDIVISION IS LOCATED WITHIN THE 100-YEAR FLOOD PLAIN.

SUBMITTED BY: _____
RICHARD PHAM, P.E.
ORIGINAL SUBMITTAL DATE: AUGUST 15, 2022

PUBLIC ROADWAY TABLE					
STREET NAME	CLASSIFICATION	R.O.W.	PAVEMENT WIDTH	RIBBON CURB (2')	CL LENGTH
SILVER CREEK ROAD	COUNTRY LANE	60'	20'	Y	2,574 LF
SKYWARD LANE	COUNTRY LANE	60'	20'	Y	2,090 LF

NOTES:
1. OWNERSHIP AND MAINTENANCE OF ALL NON SINGLE FAMILY LOTS DRAINAGE EASEMENTS FOR STORMWATER AND WATER QUALITY FACILITIES (EXCLUDING PUBLIC PARKLANDS) WILL BE THE RESPONSIBILITY OF THE HOME OWNERS ASSOCIATION
2. UTILITIES WILL BE PROVIDED BY THE FOLLOWING:
   WATER - PUBLIC WATER WELL
   WASTEWATER - SEPTIC
   ELECTRICITY - P.E.C.
   GAS - TEXAS GAS SERVICE
3. FINAL DETERMINATION FOR EASEMENTS TO BE DETERMINED WITH FINAL PLAT AND CONSTRUCTION PLANS
4. STORM WATER SHALL BE CONVEYED VIA DRAINAGE EASEMENTS.
5. DESIGN STANDARDS PER CITY OF DRIPPING SPRINGS STANDARDS AND HAYS COUNTY STANDARDS
6. A 15 FT. PUBLIC UTILITY EASEMENT ADJACENT TO ALL PUBLIC STREETS IS HEREBY DEDICATED
7. NO OBJECTS, INCLUDING BUT NOT LIMITED TO BUILDINGS, FENCES, OR LANDSCAPING, SHALL BE ALLOWED IN A DRAINAGE EASEMENT
8. THE PROPERTY OWNER SHALL PROVIDE ACCESS TO DRAINAGE AND UTILITY EASEMENTS AS MAY BE NECESSARY AND SHALL NOT PROHIBIT ACCESS FOR INSPECTION, OPERATION AND MAINTENANCE
9. ALL DRAINAGE EASEMENTS ON PRIVATE PROPERTY SHALL BE MAINTAINED BY THE PROPERTY OWNER OR HIS/HER ASSIGNS.
10. ALL (NEW) TELEPHONE AND CABLE TELEVISION UTILITY LINES AND ALL ELECTRIC UTILITY SERVICE LINES AND WIRES SHALL BE PLACED UNDERGROUND.
11. ALL ELECTRICAL, CABLE TELEVISION, AND TELEPHONE SUPPORT EQUIPMENT (TRANSFORMERS, AMPLIFIERS, SWITCHING DEVICES, ETC.) NECESSARY FOR UNDERGROUND INSTALLATIONS IN SUBDIVISIONS SHALL BE PAD MOUNTED OR PLACE UNDERGROUND IN A PUBLIC UTILITY EASEMENT.
12. A PROPERTY OWNERS ASSOCIATION WILL BE CREATED BY RESTRICTIVE COVENANTS AND MUST BE SUBMITTED TO THE CITY AT THE TIME OF FINAL PLAT
13. THE REDUCED WATER QUALITY BUFFER ZONES FULLY CONTAINS THE 100-YR FLOODPLAIN.
14. IMPERVIOUS COVERAGE OVER THE ENTIRE DEVELOPMENT WILL BE LIMITED NO MORE THAN 20% TOTAL.
15. THE AREA ADJACENT TO THE TOP OF THE BLUFF FOR A DISTANCE OF AT LEAST 300-FT (100 FT NATIVE BUFFER) WILL BE CLEARED OF CEDARS AND RE-SEEDED WITH NATIVE CENTRAL TEXAS DRAUGHT TOLERANT GRASSES. GRASS MIX SHALL BE APPROVED BY THE CITY
16. A TREE SURVEY SHALL BE SUBMITTED WITH THE CONSTRUCTION PLANS FOR THE DEVELOPMENT PER SUB. ORD. SECTION 28 06 059.
17. WITHIN THE 100 FT NATIVE BUFFER, ALL HEALTHY OAK TREES 8 INCHES IN DIAMETER AND LARGER SHALL REMAIN.
18. THE STREETS WILL BE OF OPEN SWALE DESIGN WITH RIBBON CURB AND GRASS-LINED DITCHES CONSISTENT WITH WQO 22 05 015(01)(2). CURB AND GUTTER AND PIPED STORM SYSTEMS WILL NOT BE UTILIZED.

STATE OF TEXAS
COUNTY OF HAYS
CITY OF DRIPPING SPRINGS

THIS PRELIMINARY PLAT, SILVER CREEK SUBDIVISION, HAS BEEN SUBMITTED TO AND CONSIDERED BY THE CITY OF DRIPPING SPRINGS AND IS HEREBY APPROVED.

APPROVED, THIS DAY OF _____, 2022

BY: _____

P&Z CHAIR OR VICE CHAIR

ATTEST:

ANDREA CUNNINGHAM, CITY SECRETARY

DOUCET
Civil Engineering // Entitlements // Geospatial
7401 B. Highway 71 W., Ste. 160
Austin, TX 78735, Tel: (512)-583-2600
www.doucetengineers.com
TBPE Firm Number: 12337
TBPELS Firm Number: 10105800

OVERALL PRELIMINARY PLAT

SOUTHERN LAND COMPANY
SILVER CREEK SUBDIVISION
HAYS COUNTY, TEXAS 78620

STATE OF TEXAS
RICHARD PHAM
142275
LICENSED PROFESSIONAL ENGINEER
10/31/20

Designed: RP
Drawn: IS
Reviewed: TB
Date:

SHEET
1

Project No.:
2408-002

Drawing: C:\pw_work\rphpham\d0\r0163875\25408102 PP.dwg
User: RPHAM
Last Modified: Oct 31, 22 - 14:43
Last Plotted: Oct 31, 22 - 14:43

J Thompson Professional Consulting
PO Box 172
Dripping Springs, Texas 78620
(512) 568-2184

Holly Morris-Keuntz , Superintendent
Dripping Springs Independent School District
510 Mercer Street
Dripping Springs, Texas 78620

February 17, 2023

Re: Notice of proposed subdivision

To Whom It May Concern:

Attached is a copy of the proposed "Beulah Marie Needham Estates, Lot 3 Replat" which is required to be sent to you by Hays County Development Services. The proposed subdivision is creating two new subdivision lots, the proposed use of the lots is residential.

The utilities and emergency services for this subdivision will be provided as follow: water by individual water well or rainwater collection, wastewater by on-site sewage facilities, electricity by Pedernales Electric Cooperative; fire protection by North Hays County Fire & Rescue (ESD # 6) and emergency medical service by ESD # 1.

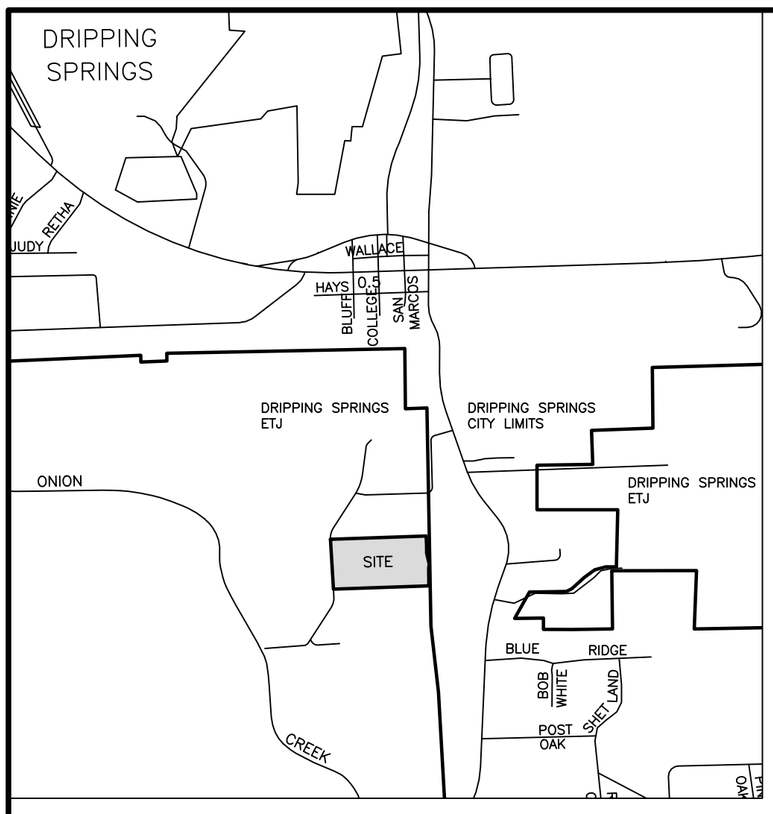
The total acreage of this plat is 21.492 acres and consists of 2 lots with an average lot size of 10.746 acres. The subdivision is located at 701 Needham Road, Dripping Springs, Texas 78620. The developers of this project is the Montgomery Revocable Trust, owner of the property.

Should you have any questions regarding this project, contact me at your convenience.

Best regards,

Jon Thompson

Jon Thompson
(512) 568-2184
jthompsonconsultingds@gmail.com



VICINITY MAP – NOT TO SCALE

SURVEYORS NOTES

1. FENCES MEANDER.

2. BEARINGS, DISTANCES AND AREAS IN PARENTHESES ARE FROM RECORD INFORMATION.

3. THIS SURVEY WAS DONE WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT AND THIS SURVEYOR DID NOT RESEARCH THE DEED RECORDS FOR PREVIOUS CONFLICTS IN TITLE OR EASEMENT, THEREFORE, CERTAIN EASEMENTS MAY HAVE BEEN GRANTED WHICH ARE NOT REFLECTED HEREON.

4. ACCORDING TO SCALING FROM THE PRELIMINARY F.E.M.A. FLOOD INSURANCE RATE MAP NO. 48209C0115G, DATED 12/14/2022, A PORTION OF THIS SUBDIVISION LIES WITHIN ZONE A (SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD) AND A PORTION OF THIS TRACT LIES WITHIN ZONE X, (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN).

5. ACCORDING TO SCALING FROM TCEQ MAPS ALL OF THIS SUBDIVISION LIES WITHIN THE BOUNDARIES OF THE EDWARDS AQUIFER RECHARGE ZONE AND NO PORTION OF THIS SUBDIVISION LIES WITHIN THE BOUNDARIES OF THE CONTRIBUTING ZONE OF THE EDWARDS AQUIFER.

6. THIS SUBDIVISION LIES WITHIN THE BOUNDARIES OF THE DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT.

7. ALL OF THIS TRACT LIES WITHIN THE BOUNDARIES OF THE EXTRA TERRITORIAL JURISDICTION OF DRIPPING SPRINGS.

8. THIS SUBDIVISION LIES WITHIN ESD NUMBERS 1 AND 6.

9. ACCORDING TO SCALING FROM TCEQ MAPS THIS SUBDIVISION LIES WITHIN THE HAYS TRINITY GROUNDWATER CONSERVATION DISTRICT.

10. MAILBOXES PLACED WITHIN THE ROW, SHALL BE OF AN APPROVED TXDOT OR FHWA DESIGN.

11. THESE LOTS ARE SUBJECT TO RESTRICTIONS RECORDED IN VOLUME 332, PAGE 502 OF THE HAYS COUNTY DEED RECORDS AND THE AMENDED RESTRICTIONS RECORDED IN VOLUME 5195, PAGE 142 OF THE HAYS COUNTY OFFICIAL PUBLIC RECORDS. THE BUILDING SETBACK REQUIREMENTS ARE: FRONT=50', SIDE=15', REAR=15'..

12. ALL LOTS SERVED BY SHARED ACCESS DRIVEWAY ARE RESTRICTED TO ONE SINGLE FAMILY RESIDENCE PER LOT AND IF ANY OTHER DEVELOPMENT OF A DWELLING UNIT OCCURS ON ANY OF THE LOTS OBTAINING ACCESS THROUGH THE SHARED ACCESS DRIVEWAY, THEN SUCH NEW DWELLING UNIT MUST BE CONSTRUCTED ON A SEPARATELY PLATTED LOT WITH DIRECT FRONTAGE ONTO AND PHYSICAL ACCESS TO A REGULATED ROADWAY PRIOR TO CONSTRUCTION OF THE DWELLING UNIT. A DUPLEX WILL NOT BE CONSIDERED A SINGLE FAMILY RESIDENCE FOR THE PURPOSES OF THIS SUBPARAGRAPH.

13. THE OWNERS OF THE SINGLE FAMILY RESIDENCES OBTAINING ACCESS THROUGH THE SHARED ACCESS DRIVEWAY SHALL BE SOLELY RESPONSIBLE FOR ALL MAINTENANCE OF THE DRIVEWAY, INCLUDING MAINTAINING ANY DRAINAGE STRUCTURES ASSOCIATED WITH THE DRIVEWAY. THE DRIVEWAY MUST BE MAINTAINED AT ALL TIMES IN A CONDITION THAT WILL PERMIT UNENCUMBERED VEHICULAR ACCESS BY EMERGENCY VEHICLES.

14. LOTS SMALLER THAN FIVE ACRES WHICH ARE SERVED BY A SHARED ACCESS DRIVEWAY WILL BE PROHIBITED FROM FURTHER SUBDIVISION UNLESS ADDITIONAL IMPROVED ACCESS IS PROVIDED.

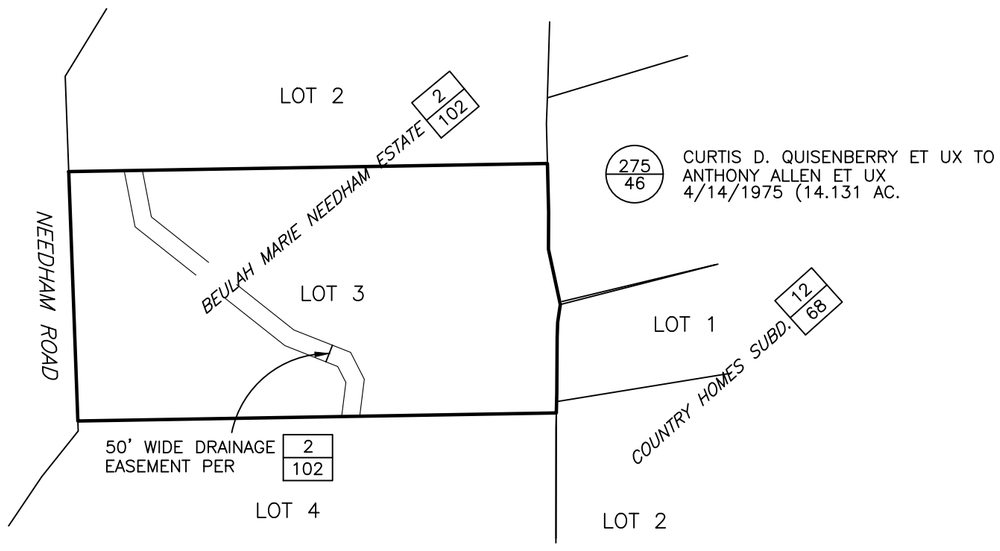
15. NEEDHAM ROAD IS A PRIVATELY MAINTAINED ROADWAY.

LEGEND

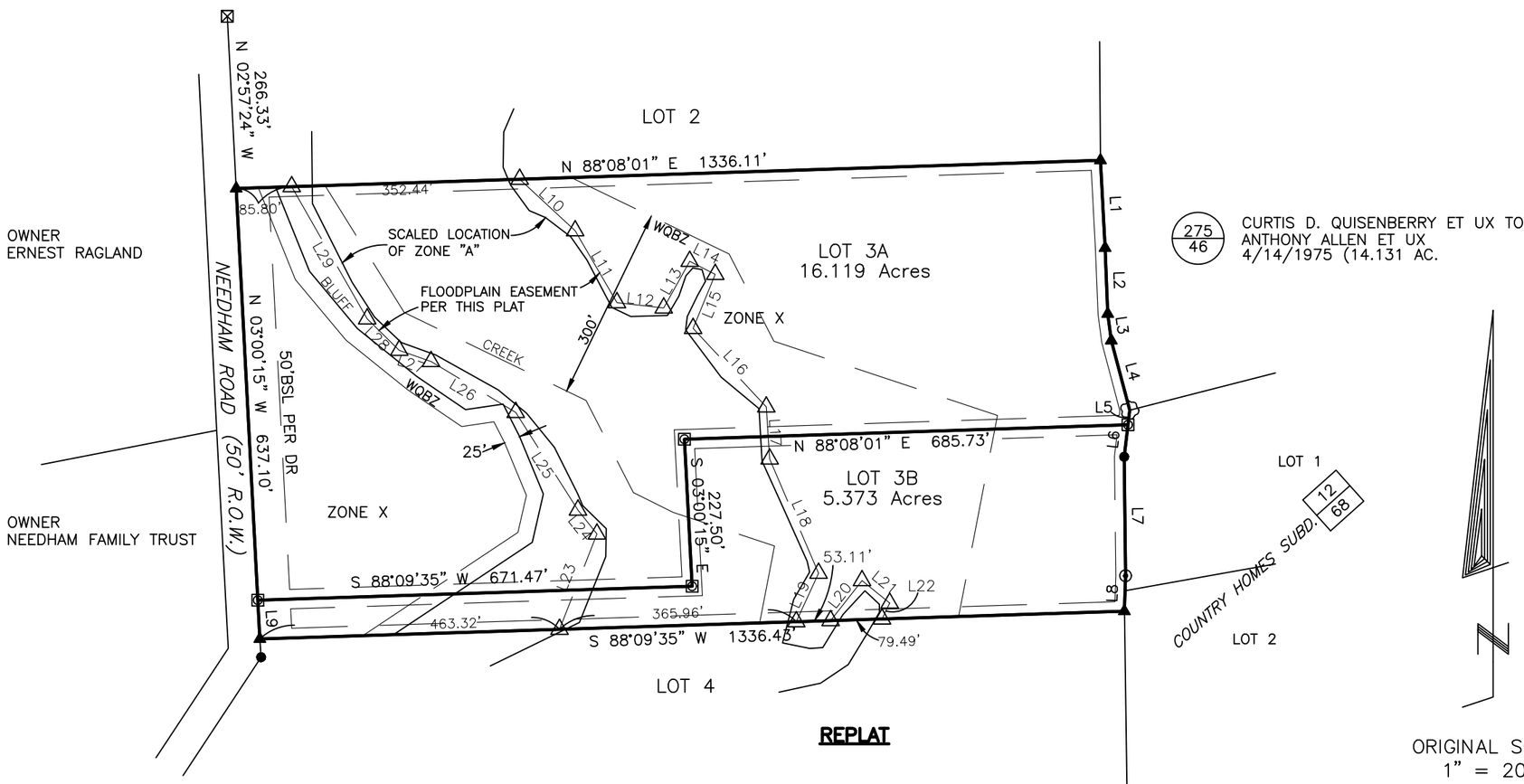
VOL / PG	HAYS COUNTY DEED, REAL PROPERTY OR OFFICIAL PUBLIC RECORDS
VOL / PG	HAYS COUNTY PLAT RECORDS
⊠	1/2" IRON ROD SET WITH PLASTIC CAP STAMPED "BYRN SURVEY"
●	1/2" IRON ROD FOUND OR DIAMETER NOTED
⊙	1/2" IRON PIPE FOUND OR DIAMETER NOTED
▲	8" TREATED POST FOUND
⊠	RAILROAD SPIKE FOUND
DR	DEED RESTRICTIONS
WQBZ	WATER QUALITY BUFFER ZONE



ORIGINAL SCALE
1" = 400'



EXISTING CONFIGURATION
LOT 3, BEULAH MARIE NEEDHAM ESTATE
RECORDED IN VOLUME 2, PAGE 102 OF
THE HAYS COUNTY PLAT RECORDS



REPLAT

ORIGINAL SCALE
1" = 200'

DRIVEWAY PERMIT STATEMENT:

DRIVEWAYS SHALL COMPLY WITH CHAPTER 721 OF THE HAYS COUNTY DEVELOPMENT REGULATIONS, AND BE PERMITTED THROUGH THE TRANSPORTATION DEPARTMENT OF HAYS COUNTY UNDER CHAPTER 751.

ALL CULVERTS, WHEN REQUIRED SHALL COMPLY WITH THE CURRENT HAYS COUNTY STANDARD.

LOT SIZE CATEGORIES

TOTAL AREA = 21.492 ACRES
TOTAL NUMBER OF LOTS = 2
AVERAGE LOT SIZE = 10.746
NUMBER OF LOTS OVER 10 ACRES = 1
NUMBER OF LOTS 5 – 10 ACRES = 1
NUMBER OF LOTS 2 – 5 ACRES = 0
NUMBER OF LOTS 1 – 2 ACRES = 0
NUMBER OF LOTS LESS THAN 1 ACRE = 0

UTILITIES:
ELECTRIC–P.E.C.
WATER–INDIVIDUAL WELLS
SEWER–OSSF

CLIENT: MONTGOMERY, TIM
DATE: OCTOBER 26, 2022
OFFICE: HADEN
CREW: C. SMITH, BANKS
FB/PG: 800/25
PLAT NO. 28116–22–c

LINE	BEARING	DISTANCE
L1	S 03°01'31" E	135.59'
L2	S 02°19'08" E	101.97'
L3	S 07°35'23" E	41.58'
L4	S 14°48'19" E	111.38'
L5	S 06°47'42" W	22.63'
L6	S 06°47'42" W	49.89'
L7	S 00°40'00" E	183.86'
L8	S 02°00'48" W	54.75'
L9	N 03°00'15" W	60.01'
L10	S 47°07'36" E	116.95'
L11	S 30°09'57" E	128.61'
L12	S 83°31'00" E	72.68'
L13	N 29°06'46" E	82.57'
L14	S 62°56'32" E	44.32'
L15	S 22°14'43" W	90.27'
L16	S 42°58'42" E	165.87'
L17	S 03°38'05" E	80.53'
L18	S 23°10'29" E	192.06'
L19	S 24°39'22" W	82.48'
L20	N 38°06'42" E	78.58'
L21	S 50°54'34" E	55.05'
L22	S 25°37'00" W	27.24'
L23	N 21°24'44" E	158.25'
L24	N 38°27'06" W	47.19'
L25	N 32°29'56" W	178.97'
L26	N 58°59'11" W	152.59'
L27	N 29°53'56" W	0.14'
L28	N 70°37'43" W	52.16'
L29	N 29°43'11" W	235.26'

NO STRUCTURE IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO AN INDIVIDUAL WATER SUPPLY OR A STATE APPROVED COMMUNITY WATER SYSTEM. DUE TO DECLINING WATER SUPPLIES AND DIMINISHING WATER QUALITY, PROSPECTIVE PROPERTY OWNERS ARE CAUTIONED BY HAYS COUNTY TO QUESTION THE SELLER CONCERNING GROUND WATER AVAILABILITY. RAIN WATER COLLECTION IS ENCOURAGED AND IN SOME AREAS MAY OFFER THE BEST RENEWABLE WATER RESOURCE.

NO STRUCTURE IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO A PUBLIC SEWER SYSTEM OR TO AN ON–SITE WASTEWATER SYSTEM WHICH HAS BEEN APPROVED AND PERMITTED BY HAYS COUNTY ENVIRONMENTAL HEALTH.

NO CONSTRUCTION OR OTHER DEVELOPMENT WITHIN THIS SUBDIVISION MAY BEGIN UNTIL ALL HAYS COUNTY DEVELOPMENT PERMIT REQUIREMENTS HAVE BEEN MET.

_____ _____
ERIC VAN GAASBEEK, R.S., C.F.M. DATE
HAYS COUNTY FLOODPLAIN ADMINISTRATOR

STATE OF TEXAS*
COUNTY OF HAYS*

KNOW ALL MEN BY THESE PRESENTS, THAT THEODORE N. MONTGOMERY, TRUSTEE OF THE MONTGOMERY REVOCABLE LIVING TRUST, OWNERS OF 21.492 ACRES, AS CONVEYED TO ME BY DEED DATED JULY 1, 2011, AND RECORDED IN VOLUME 4164, PAGE 134, HAYS COUNTY OFFICIAL PUBLIC RECORDS, HAYS COUNTY, TEXAS ALSO KNOWN AS LOT 3 OF THE BEULAH MARIE NEEDHAM ESTATE, RECORDED IN VOLUME 2, PAGE 102 OF THE HAYS COUNTY PLAT RECORDS, HAYS COUNTY, TEXAS DO HEREBY REPLAT THIS PROPERTY TO BE KNOWN AS REPLAT OF LOT 3, BEULAH MARIE NEEDHAM ESTATE, IN ACCORDANCE WITH THE PLAT SHOWN HEREON, SUBJECT TO ANY AND ALL EASEMENTS OR RESTRICTIONS HERETOFORE GRANTED, AND DO HEREBY DEDICATE TO THE PUBLIC THE USE OF THE STREETS AND EASEMENTS SHOWN HEREON.

_____
THEODORE N. MONTGOMERY
701 NEEDHAM ROAD
DRIPPINGS SPRINGS, TX 78620

STATE OF TEXAS*
COUNTY OF HAYS*

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED

THEODORE AND PEGGY MONTGOMERY, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS THE ___ DAY OF

_____, A.D., 20___.

_____
NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

STATE OF TEXAS *
COUNTY OF HAYS *

I, ELAINE CARDENAS, COUNTY CLERK OF HAYS COUNTY, TEXAS, CERTIFY THAT ON THE ___ DAY OF _____, A.D., 20____, THE COMMISSIONERS COURT OF HAYS COUNTY, TEXAS PASSED AN ORDER AUTHORIZING THE FILING FOR RECORD OF THIS PLAT AND SAID ORDER HAS BEEN DULY ENTERED IN THE MINUTES OF SAID COURT IN

BOOK_____, PAGE_____.

_____ _____
RUBEN BECERRA ELAINE H. CARDENAS
COUNTY JUDGE COUNTY CLERK
HAYS COUNTY, TEXAS HAYS COUNTY, TEXAS

STATE OF TEXAS *
COUNTY OF HAYS *

I, ELAINE H. CARDENAS, COUNTY CLERK OF HAYS COUNTY, TEXAS, DO HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN MY OFFICE ON THE_____ DAY OF _____, 20_____, AT _____ O'CLOCK ____.M., AND DULY RECORDED ON THE _____ DAY OF _____, 20_____ AT _____ O'CLOCK _____.M., IN THE PLAT RECORDS OF HAYS COUNTY, TEXAS IN BOOK _____, PAGE _____.

_____
ELAINE H. CARDENAS, COUNTY CLERK
HAYS COUNTY, TEXAS

I, THE UNDERSIGNED, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, HEREBY STATE THAT TO THE BEST OF MY SKILL AND KNOWLEDGE THIS PLAT IS TRUE AND CORRECTLY MADE AND IS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND AND THAT THE CORNER MONUMENTS WERE PROPERLY PLACED UNDER MY SUPERVISION.

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE.

_____
REGISTERED PROFESSIONAL LAND SURVEYOR
KYLE SMITH, R.P.L.S. NO. 5307

BYRN & ASSOCIATES, INC.
SURVEYING
P.O. BOX 1433 SAN MARCOS, TEXAS 78667
PHONE 512–396–2270 FAX 512–392–2945
FIRM NO. 10070500

REPLAT OF LOT 3, BEULAH MARIE NEEDHAM ESTATE HAYS COUNTY, TEXAS

BASIS TEXAS CHARTER SCHOOLS, INC.
404 E. Ramsey, Ste. 106
San Antonio, Texas 78216

February 1, 2023

Superintendent and
Board President

Dear Superintendent and Board President:

This letter is to inform you that **Basis Texas, 404 E. Ramsey Ste. 106, San Antonio, Texas, CDN: 015-834,** intends to submit an expansion amendment request for consideration by the commissioner of education to add two new campuses.

As part of the amendment consideration process, charter schools are required to notify any school districts that are likely to be affected by the new campuses. Please see the enclosed *Notification of Proposed Additional Campus/Site* form regarding the proposed expansion.

The district is not required to complete the enclosed form. However, the district may choose to complete the form and submit it electronically to the Texas Education Agency, Charter Schools Authorizing and Administration Division, at CharterAmendments@tea.texas.gov.

Sincerely,

Andrea Perez
Superintendent
BASIS Texas Charter Schools, Inc.

STATEMENT OF IMPACT
for Expansion Amendments

BASIS TEXAS	015834
Charter School	County-District #

1) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add a new campus** with an effective date of: 07/01/2024

Proposed new address, if available:

If the campus address has not yet been secured, the planned area for the campus is listed below:

Planned area: LEANDER

Grade levels to be served at the new campus: K-5 Expected maximum enrollment at the new campus: 720

Please note: If the requested new campus is approved by the commissioner, the agency will notify the superintendent of the school district in which the new campus will be located once the permanent address is secured.

2) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add geographic boundaries** with an effective date of:

Proposed additional school districts:

-- OPTIONAL--TO BE COMPLETED BY DISTRICT SUPERINTENDENT AND/OR DISTRICT BOARD PRESIDENT

Please submit forms **electronically** to charteramendments@tea.texas.gov within two weeks of receipt.

Notwithstanding the change in district enrollment that will impact Average Daily Attendance (ADA), please provide any information you feel is relevant to the commissioner's decision-making process regarding the requested growth referenced above.

District Name	County-District #
District Address	Phone Number
Superintendent or Board President Name	Signature of Superintendent or Board President

Date Received by School District

STATEMENT OF IMPACT
for Expansion Amendments

BASIS TEXAS	015834
Charter School	County-District #

1) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add a new campus** with an effective date of: 07/01/2024

Proposed new address, if available: _____

If the campus address has not yet been secured, the planned area for the campus is listed below:

Planned area: LEANDER

Grade levels to be served at the new campus: 6-12 Expected maximum enrollment at the new campus: 520

Please note: If the requested new campus is approved by the commissioner, the agency will notify the superintendent of the school district in which the new campus will be located once the permanent address is secured.

2) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add geographic boundaries** with an effective date of: _____

Proposed additional school districts:

-- OPTIONAL--TO BE COMPLETED BY DISTRICT SUPERINTENDENT AND/OR DISTRICT BOARD PRESIDENT

Please submit forms **electronically** to charteramendments@tea.texas.gov within two weeks of receipt.

Notwithstanding the change in district enrollment that will impact Average Daily Attendance (ADA), please provide any information you feel is relevant to the commissioner's decision-making process regarding the requested growth referenced above.

District Name	County-District #
District Address	Phone Number
Superintendent or Board President Name	Signature of Superintendent or Board President

Date Received by School District

AUSTIN ACHIEVE
PUBLIC SCHOOLS

(512) 522-4190 | austinachieve.org

Northeast Campus
7424 E. HWY. 290, AUSTIN, TX 78723

Manor Campus
5908 MANOR RD., AUSTIN, TX 78723

February 15, 2023
Dripping Springs ISD
PO Box 479
Dripping Springs, TX 78620

Notice to the Office of the Superintendent:

This is a notice of impact to your district from Austin Achieve Public Schools.

It is the intention of Austin Achieve Public Schools to apply for a charter school expansion amendment to split its current PK-8 Pflugerville campus into two schools, one PK-4 Elementary and one 5-8 Middle School.

Sincerely,

Daniela Rubio
Chief Community Officer
Austin Achieve Public Schools
drubio@austinachieve.org

Notification of Proposed Additional Campus/Site or Geographic Boundary Expansion

Austin Achieve Public Schools — Charter School

227875 — County-District Number

PROPOSED NEW CAMPUS: The charter school intends to submit an expansion amendment request for consideration by the commissioner of education to add a new campus with an effective date of: July 1, 2023

- Proposed new address, if available: 1900 Pfening Lane, Pflugerville, TX 78660
- If the campus address has not yet been secured, the planned area for the campus is listed below:
- Grade levels to be served at the new campus: 5-8
- Expected maximum enrollment at the new campus: 600

PROPOSED GEOGRAPHIC BOUNDARY EXPANSION: The charter school intends to submit an expansion amendment request for consideration by the commissioner of education to add geographic boundaries with an effective date of N/A

Additional Districts:

-- OPTIONAL--TO BE COMPLETED BY DISTRICT SUPERINTENDENT AND/OR DISTRICT BOARD PRESIDENT

Please submit forms **electronically** to charteramendments@tea.texas.gov

Notwithstanding the change in district enrollment that will impact Average Daily Attendance (ADA), please provide any information you feel is relevant to the commissioner's decision-making process regarding the requested growth referenced above.

District Name

County-District #

District Address

Phone Number

Superintendent or Board President Name

Signature of Superintendent or Board President

Date Received by School District

Form Updated 11/2021

13 February 2023
Ki Charter Academy
120 Bert Brown Road
San Marcos Texas 78666

Dear Superintendent and Board President:

This is to inform you that Ki Charter Academy, 120 Bert Brown Rd San Marcos Texas, 78666, CDN: 105803, intends to submit an amendment request to the commissioner of education to add new site and expand the geographic boundaries.

As part of the amendment process, charter schools are required to notify any districts that are likely to be affected by the new campus and expand the geographic boundaries. Please see the enclosed Notification of Proposed Additional Campus/Site or Geographic Boundary Expansion form regarding the proposed expansion. The district is not required to complete the enclosed form. However, the district may choose to complete the form and submit it electronically to the Texas Education Agency, Charter Schools Authorizing and Administration Division, at CharterAmendments@tea.texas.gov.

Sincerely,

Dr. Lura Davidson

Board President ki education foundation
Chair of the Charter Holder Governing Body

Superintendent and Board President:

Our proposed charter site will serve a day treatment hospital named Branches San Marcos located in San Marcos Texas starting in 2023-2024.

Patients are admitted to the Branches San Marcos located at, are anticipated to come from all Central Texas, to treat acute psychiatric symptoms via medication management and clinical therapy. Additionally, they provide long term care through outpatient services. In order to better address mental health issues beyond stabilization targeting, trauma, addiction, family therapy and, occupational therapy. Ki Charter Academy is requesting to one site with only 40 students at this location, however we are looking to impact over 22 districts. This site will be attached to our campus in San Marcos. Currently there is no provision in statute for us to serve these students without the request of these geographical boundaries.

If you have any questions, please don't hesitate to call.

Sincerely,

Jerry Lager, Ph.D.

Superintendent of Schools

Ki Charter Academy

Direct (512) 396-8500 ext. 3712
Fax (512) 754-3894
Cell (254) 291-3912
Jerry.lager@kicharter.org
www.kicharter.org

Notification of Proposed Additional Campus/Site or Geographic Boundary Expansion

KT CHARTER ACADEMY — Charter School

105803 — County-District Number

PROPOSED NEW CAMPUS: The charter school intends to submit an expansion amendment request for consideration by the commissioner of education to add a new campus with an effective date of: 1JULZ3

- Proposed new address, if available: 1330 WONDERWORLD DR SAN MARCOS TX 78666
- If the campus address has not yet been secured, the planned area for the campus is listed below:
- Grade levels to be served at the new campus: 1-12
- Expected maximum enrollment at the new campus: 40

PROPOSED GEOGRAPHIC BOUNDARY EXPANSION: The charter school intends to submit an expansion amendment request for consideration by the commissioner of education to add geographic boundaries with an effective date of 1JULZ3

Additional Districts: SEE ATTACHMENT A

-- OPTIONAL--TO BE COMPLETED BY DISTRICT SUPERINTENDENT AND/OR DISTRICT BOARD PRESIDENT

Please submit forms **electronically** to charteramendments@tea.texas.gov

Notwithstanding the change in district enrollment that will impact Average Daily Attendance (ADA), please provide any information you feel is relevant to the commissioner's decision-making process regarding the requested growth referenced above.

District Name

County-District #

District Address

Phone Number

Superintendent or Board President Name

Signature of Superintendent or Board President

Date Received by School District

Form Updated 11/2021

Attachment A **13FEB23**

Dripping Springs ISD

Wimberly ISD

San Marcos Consolidated ISD

Hays CISD

Del Valle ISD

Eanes ISD

Austin ISD

Manor ISD

Lake Travis ISD

Johnson City ISD

Blanco ISD

Comal ISD

New Braunfels ISD

Seguin ISD

Navarro ISD

Marion ISD

La Vernia ISD

Lockhart ISD

Luling ISD

Waelder ISD

Prarie Lea ISD

Gonzales ISD

OUT-OF-STATE STUDENT TRAVEL REQUEST

This form must be signed by your Principal and the Superintendent and then attached to the Student Travel Request (the Business Office will not accept Student Travel Requests without this form if out-of-state travel is being requested).

Who:
DSHS Student Media

What:
National Journalism Convention

When:
Leave early afternoon on April 19 and come back Sunday, April 23 (2023)

Where:
San Francisco, CA

Purpose:
The convention is a resource for high school journalism programs to learn from professional journalists and experienced advisers. Students will also experience media critiques, on-site contests and an award ceremony.

Transportation:
Plane to get there, walking and ubering where needed

Chaperones:
Emma-Rose Stringham, Emily Purvis (199 - Journalism Funds)

Trip Funding:
Student Media budget ~$10,000 (461 - Campus Activity Funds) students

Impact on Instructional Time:
Missing two and a half days of school

Requestor's Name:
Emma-Rose Stringham

Please include an itinerary as well as any other supporting documentation.

Principal Approval: _____ **Date:** 1-12-23

Supt. Approval: _____ **Date:** 1-25-23

Spring JEA/NSPA National High School Journalism Convention

About the convention

The JEA/NSPA National High School Journalism Convention is the nation's largest gathering of high school journalists, advisers and journalism teachers.

Sponsored for more than 50 years by **Journalism Education Association** and **National Scholastic Press Association,** the convention traces its lineage to November 1923, when NSPA presented its first convention for high school journalists and their advisers. The fall and spring conventions now serve thousands of attendees.

The convention offers hundreds of instructional sessions, keynote speakers from national newsmakers, dozens of media critiques, JEA's popular on-site media contests and the announcement of NSPA national winners for Pacemaker Awards and Individual Awards. NSPA also offers a convention Best of Show competition that celebrates current student media work.

Connecting with the attendees will be dozens of sponsoring vendors, at an exhibit area in the primary gathering space. Sponsors include companies with products and services for student media, educational institutions marketing to prospective students and organizations seeking to connect with the scholastic journalism community.

The preceding fall convention was Nov. 10-13, 2022, in St. Louis.

The next fall convention is Nov. 2-5, 2023, in Boston.

The next spring convention is April 4-6, 2024, in Kansas City, Missouri.



Our past conventions were approved by the National Association of Secondary School Principals, though the association no longer manages its listings.

"The fall convention was my first NHSJC experience with students. They came back energized and excited.

"Meeting other students and seeing the opportunities especially helped them. We've come back and created our best work."

*— **Shari Chumley**, CJE, adviser, Tupelo (Miss.) High School*

Join us for the spring convention

The convention is a go-to resource for high school journalism programs across the country.

It offers hundreds of instructional sessions led by professional journalists and experienced advisers. It also includes media critiques and JEA's popular on-site contests, as well as an awards ceremony that announces the JEA Journalist of the Year and the NSPA Pacemaker awards in Innovation, Literary Magazine, Online and Yearbook.

Schools attending the convention may also enter the NSPA Best of Show competition that celebrates current student-media work.

spring.journalismconvention.org

@NHSJC #NHSJC

Get the latest information at our convention site, plus more information on events, contests and critiques.

Convention website

Convention registration

JEA/NSPA members
$125 early bird / $145 standard

Nonmembers
$175 early bird / $195 standard

Registration opens online at noon CT Feb. 7, 2023, at **spring.journalismconvention.org.**

Early-bird rates end Feb. 28, and registration closes April 7.

Convention hotel

San Francisco Hilton Union Square

$259/night single/double and $279 triple/quad, both plus tax.

The hotel block is open from Feb. 14 to April 4, with reservations based upon availability.

When you register for the conference, you'll receive an email link for hotel reservations.

Tentative schedule

Thursday, April 20

8:30 a.m. to 5 p.m.
Pre-convention workshops
JEA Outreach Academy
Media excursions

1-7 p.m.
Convention check-in:
JEA National Student Media Contests and NSPA Best of Show desks open.
Trade show begins.

6:15 p.m.
First-time attendee orientation for advisers

7-9 p.m.
Opening ceremony with keynote speaker and awards —
NSPA Pacemaker Award finalists,
First Amendment Press Freedom Award,
JEA Journalist of the Year finalists and
Student Journalist Impact Award

9-10:30 p.m.
Adviser kickoff reception

Midnight curfew

Friday, April 21

8 a.m. to 4 p.m.
Convention check-in & trade show

9 a.m. to 2:50 p.m.
Breakout sessions

9-11 a.m.
Break with a Pro

Noon to 3:30 p.m.
NSPA on-site media critiques

1 p.m.
Deadline: NSPA Best of Show
Staff Recognition categories
(Individual Recognition categories are due at 5 p.m. CT April 3.)

3:30-6 p.m.
JEA certification testing

4-6 p.m.
JEA National Student Media Contests

6 p.m.
JEA NSMC judging and dinner

8-10 p.m.
Student Swap Shops
Student entertainment

Midnight curfew

Saturday, April 22

8 a.m. to 3:30 p.m.
Breakout sessions

8 a.m. to 1 p.m.
Convention check-in

9-11 a.m.
NSPA on-site media critiques

Noon to 2:20 p.m.
Adviser recognition luncheon

3:30-6 p.m.
Saturday awards ceremony:
NSPA Pacemaker Awards,
JEA National Student Media Contests,
JEA Journalist of the Year,
JEA Aspiring Young Journalist Award and
NSPA Best of Show Awards

Midnight curfew

Convention extras

These convention activities require advance registration.

Pre-convention workshops / $25-40

Media excursions / $25-40

JEA National Student Media Contests / $20

JEA National Quiz Bowl / $50 per team

NSPA Best of Show / $30-45

NSPA on-site media critiques / $30

JEA Outreach Academy / FREE

JEA certification testing / $60-85

Saturday adviser luncheon / $45

Adobe certification testing / $70-110

Break with a Pro / $5

Student Swap Shop / FREE

Merchandise / pricing varies



National Scholastic Press Association
2829 University Ave. SE, Suite 720
Minneapolis, MN 55414

NON-PROFIT ORG.
U.S. POSTAGE PAID
Permit #314
Twin Cities, MN


LEAVE YOUR HEART
FIND VOICE
JEA/NSPA National
High School Journalism Convention
April 20-22, 2023
San Francisco Hilton Union Square
@NHSJC #NHSJC
spring.journalismconvention.org

JOURNALISM CONVENTION ITINERARY: SAN FRANCISCO
Adviser: Emma-Rose Stringham, Chaperone: Emily Purvis
Potential attendees: Morgan Cooke, Quinn Foley, Aubrey Neff, Hannah Gilchrist, Madison Weinberg, Lillian Garcia, Vivian Gomez, Kailey Nutt

April 19, 2023:

11:50 a.m: Leave the high school
12:50 p.m: Arrive at the airport
3:19 p.m: Fly to San Francisco (United)
5:18 p.m: Arrive in San Francisco

Take Uber to hotel (Hilton San Francisco Union Square) (~$30/car)
Eat dinner (within walking distance)
10 p.m: My curfew
Midnight: Convention/Hotel curfew

April 20, 2023:

8:30-5 p.m: Breakfast & Preconvention Sessions
12 p.m: Lunch
1 p.m: Convention check-in
1:30-6: Sight-seeing & Lunch
7-9 p.m: Opening ceremony
Eat dinner
10 p.m: My curfew
Midnight: Convention/Hotel curfew

April 21, 2023:

9-3:30 p.m: Break out sessions
8-10 p.m: Student swap shop
Midnight curfew

April 22, 2023:

8-2:30 p.m: Break out sessions
3:30-6 p.m: Awards
Midnight Curfew

April 23, 2023:

Fly home

Estimated Cost:

Airfare: $400/person ($4,000)
Hotel: $847/room ($4,000)
Ubers: $200-300
Meals: $1,000
Registration: $175 (not sure if it's in total or per person)

Estimated Total: $9,475 (Just about $10k)

OUT-OF-STATE STUDENT TRAVEL REQUEST

This form must be signed by your Principal and the Superintendent and then attached to the Student Travel Request (the Business Office will not accept Student Travel Requests without this form if out-of-state travel is being requested).

Who:
DECA Business Club

What:
Interntional Competition (known as "International Career Development Conference")

When:
April 21-26, 2023

Where:
Orland, FL

→ March 9-11, 2023 Dallas, TX

Purpose:
Students who are finalists at State Competition and ultimately qualify to compete at the final level of DECA Competition. An additional two or three students may qualify for leadership conference participation that occurs concurrently with the competition. (Attached is information about the conference).

Transportation:
Airfare

Chaperones:
DECA Advisors: Michael Lemonds and Jennifer Riddlebarger

Trip Funding:
CTE funds are primarily used, depending on the number of students that qualify for competition and for leadership conferences. Typically this would be about 5-10 students. If more than 10 students qualify, students willl be asked to fund travel expenses, while conference registration/housing will be covered by CTE funds. All meals are paid by the student.

Impact on Instructional Time:
Students will be out of school for four class days.

Requestor's Name:
Michael Lemonds MLL

Please include an itinerary as well as any other supporting documentation.

Principal Approval: Angela Garner **Date:** 1-6-23

Supt. Approval: [signature] **Date:** 1/25/23



DECA

INTERNATIONAL CAREER DEVELOPMENT CONFERENCE

The DECA International Career Development Conference (ICDC) is the culmination of the DECA year. More than 20,000 high school students, teacher-advisors, business professionals and alumni gather for several days of DECA excitement.

DECA members demonstrate their college and career ready knowledge and skills by participating in DECA's industry-validated Competitive Events Program, aligned with Career Clusters, National Curriculum Standards and 21st Century Skills in the areas of marketing, finance, hospitality, management and entrepreneurship. These members have qualified to attend based on superior performance at the district and association level. More than 1,000 business professionals serve as expert judges to evaluate DECA members' mastery of these concepts.

In addition, thousands of members participate in DECA's Emerging Leader Series, which helps them attain 21st Century Skills in the areas of collaboration and teamwork, communication, critical thinking and problem solving and creativity. One highlight is the involvement of executive mentors who provide college and career advice.

Thousands of DECA advisors and educators participate in administering DECA's Competitive Events Program and Emerging Leader Series while also participating in professional learning activities.

CLASSROOM CONNECTION

DECA's International Career Development Conference supports educational initiatives.

- Career Clusters
- National Curriculum Standards
- 21st Century Skills
- Common Core State Standards
- Project-based Learning
- Personal Financial Literacy

APPROVED FOR LISTING NASSP 2022-2023 STUDENT CONTESTS, PROGRAMS & ACTIVITIES

The National Association of Secondary School Principals has placed this program on the NASSP National Advisory List of Contests and Activities for 2022-2023.

CONFERENCE FACTS



14,000

finalists from 52 chartered associations vying for international honors in DECA's Competitive Events Program.



3,000

DECA members engaging in leadership development activities preparing to be college and career-ready.



1,000

business leaders who will serve as judges for international competition.



100+

exhibitors from a wide variety of colleges and businesses.



2,000

DECA advisors coaching their students and attending Advisor Professional Learning.



ORANGE COUNTY CONVENTION

9899 International Dr
Orlando, FL 32819
407-685-9800

FRIDAY, APRIL 21

Arrive

8:00 AM – 6:00 PM	CHARTERED ASSOCIATION ADVISOR CHECK-IN *Chapter advisors register with their chartered association advisor at their assigned hotel*	W206
8:00 AM – 9:00 PM	HEADQUARTERS + ATTRACTION TICKET BOOTH	W206
8:00 AM – 9:00 PM	SHOP DECA + BLAZER SHOP	W205
6:30 PM	CHARTERED ASSOCIATION ADVISOR DINNER *By invitation only*	W305

SATURDAY, APRIL 22

7:00 AM – 8:30 PM	HEADQUARTERS + ATTRACTION TICKET BOOTH	W206
7:00 AM – 8:30 PM	SHOP DECA + BLAZER SHOP	W205
8:00 AM	EVENT DIRECTORS' + ASSISTANT EVENT DIRECTORS' BRIEFING	W207BC
9:30 AM – 5:00 PM	DECA DAY IN THE PARKS *Advance ticket purchase required*	Walt Disney World Resort® or Universal Orlando Resort™
10:00 AM	OFFICER CANDIDATE ORIENTATION + INTERVIEWS	
1:00 PM – 5:00 PM	EXHIBIT BOOTH SET-UP	WB2
5:00 PM	PARADE OF CHARTERED ASSOCIATIONS REHEARSAL	WA1-4
7:00 PM	NATIONAL ADVISORY BOARD + EXECUTIVE MENTOR RECEPTION *By invitation only*	W305
8:30 PM	GRAND OPENING SESSION	WA1-4
12:30 AM	CURFEW *Chapter and chartered associations may set earlier curfew times*	Assigned Hotel

SUNDAY, APRIL 23

7:00 AM – 5:00 PM	HEADQUARTERS + ATTRACTION TICKET BOOTH	W206
7:00 AM – 5:00 PM	SHOP DECA + BLAZER SHOP	W205
7:30 AM	JUDGES' ORIENTATION	WB4
8:00 AM – 11:30 AM	SCHOOL-BASED ENTERPRISE ACADEMY | FOOD OPERATIONS *Sponsored by Intuit and Otis Spunkmeyer*	
8:00 AM – 4:00 PM	EMERGING LEADER SERIES	OCCC
8:00 AM – 4:00 PM	COLLEGE + CAREER EXHIBITS / SHOP DECA *Advisors only from 8:00 AM – 9:00 AM*	WB1
8:00 AM – 5:00 PM	COMPETITIVE EVENT TESTING *Principles of Business Administration Events, Personal Financial Literacy, Team Decision Making Events, Individual Series Events, Integrated Marketing Campaign Events, Professional Selling and Consulting Events*	WC + Valencia Ballroom
8:00 AM – 5:00 PM	COMPETITIVE EVENT PRELIMINARY COMPETITION *Business Operations Research Events, Project Management Events, Entrepreneurship Written Events, Stock Market Game, Virtual Business Challenge*	WB4 + WB2
9:00 AM	VIRTUAL BUSINESS CHALLENGE PARTICIPANTS' BRIEFING	OCCC
9:00 AM – 4:00 PM	ADVISOR PROFESSIONAL LEARNING SERIES	
9:30 AM – 1:00 PM	EXECUTIVE MENTOR PROGRAM	OCCC
12:00 PM	MDA LUNCHEON *Sponsored by Future Business Leaders of America | By invitation only*	W305
12:30 PM – 4:00 PM	SCHOOL-BASED ENTERPRISE ACADEMY | RETAIL OPERATIONS *Sponsored by Intuit and Otis Spunkmeyer*	
4:00 PM	VOTING DELEGATES' BRIEFING + CANDIDATE CAMPAIGN SESSION	OCCC
12:30 AM	CURFEW *Chapter and chartered associations may set earlier curfew times*	Assigned Hotel

MONDAY, **APRIL 24**

7:00 AM - 5:00 PM	SHOP DECA	W205
7:00 AM - 7:00 PM	HEADQUARTERS + ATTRACTION TICKET BOOTH	W206
7:30 AM	JUDGES' ORIENTATION	WB4
8:00 AM - 4:00 PM	COLLEGE + CAREER EXHIBITS / SHOP DECA	WB2
8:00 AM - 4:30 PM	EMERGING LEADER SERIES	OCCC
8:00 AM - 6:00 PM	COMPETITIVE EVENT PRELIMINARY COMPETITION *Principles of Business Administration Events, Personal Financial Literacy Team Decision Making Events, Individual Series Events, Integrated Marketing Campaign Events, Professional Selling and Consulting Events, School-based Enterprise Virtual Business Challenge*	WB1 + WB2 + WB4
8:30 AM - 10:30 AM	JOHNSON & WALES SCHOLARSHIP AWARD BREAKFAST *Sponsored by Johnson & Wales University (by invitation only)*	W305
9:00 AM - 3:00 PM	ADVISOR PROFESSIONAL LEARNING SERIES	
12:00 PM - 1:30 PM	CHARTERED ASSOCIATION OFFICER/ADVISOR LUNCHEON *Sponsored by U.S. Army (by invitation only)*	
2:00 PM - 3:30 PM	LEADERSHIP RECOGNITION RECEPTION *(by invitation only)*	W305
2:30 PM - 4:30 PM	MEET THE CANDIDATES SESSION *Open to all members*	
3:30 PM - 4:30 PM	COMPETITIVE EVENTS UPDATE *Advisors only*	
5:00 PM - 11:00 PM	DECA NIGHT AT UNIVERSAL ORLANDO *Advance ticket purchase required*	Universal Orlando Resort
12:30 AM	CURFEW *Chapters and chartered associations may set earlier curfew times*	Assigned Hotel

TUESDAY, **APRIL 25**

7:30 AM - 10:30 AM	JUDGES' ORIENTATION	WB4
7:30 AM - 6:00 PM	HEADQUARTERS	W206
8:00 AM	ACHIEVEMENT AWARDS SESSION	WA1-4
8:30 AM - 6:00 PM	SHOP DECA + FINALIST T-SHIRTS + RECOGNITION ITEMS	W205
8:30 AM - 6:00 PM	COMPETITIVE EVENT FINAL COMPETITION	WB4
12:00 PM	BUSINESS + ELECTION SESSION	
7:00 PM - 8:00 PM	SCHOLARSHIP + NATIONAL ADVISORY BOARD RECEPTION *Sponsored by National Advisory Board Partners (by invitation only)*	W203
8:30 PM	GRAND AWARDS SESSION	WA1-4
12:30 AM	CURFEW *Chapters and chartered associations may set earlier curfew times*	Assigned Hotel

WEDNESDAY, **APRIL 26** Depart

9:00 AM - 1:00 PM	NEW EXECUTIVE OFFICER ORIENTATION	W309

Check **deca.org/icdc** for updates. Events will be held in the **ORANGE COUNTY CONVENTION CENTER** unless otherwise noted.

May apply to 2 or 3 students

DECA EMERGING LEADER SERIES



DECA's Emerging Leader Series is designed to empower DECA members to provide effective leadership through goal setting, consensus building and project implementation.

Aligned with 21st Century Skills in the areas of critical thinking and problem solving, communication and collaboration, and creativity and innovation. DECA's Emerging Leader Series prepares members to be effective leaders in college and careers. All of these academies are available during the DECA International Career Development Conference. Elevate and Empower are also available at the DECA Emerging Leader Summit.

IGNITE	ELEVATE	EMPOWER	ASPIRE	THRIVE
ULTIMATE MEMBER	**ULTIMATE CHAPTER LEADER**	**ULTIMATE ASSOCIATION OFFICER**	**ULTIMATE GRADUATE**	**ULTIMATE CHAPTER**
Ignite your spark for DECA! As an emerging leader, you have great potential to take advantage of all that DECA offers. Now's your time to build knowledge as you learn how you can take your personal DECA experience to the next level and ignite your passion for DECA.	Elevate your leadership in DECA by becoming the ultimate DECA chapter leader! Discover your personal leadership style and how you can use that to take your chapter to the next level. Now's your time to elevate your DECA status from member to chapter leader.	As a DECA association officer, one of your main responsibilities is to empower the members you serve. Learn how to effectively perform your role as an association leader, design an effective strategic plan and employ empowering communications strategies and methods.	As you soon graduate, the sky is the limit for your aspirations. Do you know what to expect in college or how to be successful in your career? Learn how to leverage your DECA experience to your advantage in college, interviews and internships. Aspire to get on the fast track to college and career success.	Now's a time to thrive with other high performing chapters and continue to develop your toolbox of collaboration, communication, critical thinking and creativity skills.

Participation in DECA's Emerging Leader Series at ICDC is the primary conference activity for members, except for Empower. Empower is limited to chartered association officers, who may also participate in DECA's Competitive Events Program. Register through your chartered association advisor using the name of the academy.

DECA EMERGING LEADER SERIES

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: Bond Advisory Committee Update and Recommendation

☐ Reports ☒ Discussion ☐ Consent ☐ Action

Presenter: Bond Advisory Committee Chairperson – Anthony Chambliss & Director of Facilities & Construction – Clint Pruett

Motion Language: N/A

Policy:

Background: The Bond Advisory Committee (BAC) met for a regular quarterly meeting on February 7, 2023. At the meeting, district staff presented information to the BAC on several items including:

- Progress update on the Administration/Child Development Center Project
- Closeout status of other 2018 bond projects
- Projects related to June 2022 BAC recommendations for unspent bond funds
- Update regarding the November 2022 bond election / potential 2023 bond
- Financial status report regarding 2018 bond fund expenditures

Staff also presented a recommendation to the BAC to use an additional $342,000 in remaining unspent 2018 bond funds for future portable needs. The Committee took action on this recommendation and it passed unanimously.

At the meeting the BAC also elected new officers with Anthony Chambliss as Chair, Gouri Johannsen as Vice Chair, and Nichole Newlan as Secretary.

Attachments: Bond Advisory Committee Update

Goals:

- ☐ 1.1 Build trust through meaningful and positive relationships
- ☐ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods
- ☐ 1.3 Cultivate and manage community partnerships that are mutually beneficial
- ☐ 1.4 Build systematic connections among campuses and departments that are sustainable as the district grows
- ☒ 2.4 Plan for growth
- ☐ 3.1 Develop, empower and sustain leaders who are committed to the vision and mission of the district
- ☐ 3.2 Recruit and hire personnel who are committed to the vision and mission of the district
- ☐ 3.3 Inspire and sustain personnel who are committed to the vision and mission of the district

- ☒ 2.1 Provide resources to support district operations
- ☐ 2.2 Develop and formalize departmental operating procedures
- ☐ 2.3 Implement innovative solutions to address operational challenges
- ☐ 3.4 Develop and support Personalized Professional Learning Plans aligned to the vision and mission of the district
- ☐ 4.1 Implement personalized learning
- ☐ 4.2 Establish a culture where personalized learning drives all decision making

BOND ADVISORY COMMITTEE
Dripping Springs ISD

February 2023 Report and Recommendations: Update on Projects Related to June 2022 BAC Recommendations & Recommendations for Remaining Bond Funds

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

UPDATE ON BAC RECOMMENDATIONS – JUNE 2022

Safety & Security Improvements ($600,000)
- Campus security improvements were completed last summer
- Emergency radio system work nearly 100% complete

DSE Space Shuttle Demo/Outdoor Learning Space ($110,000)
- Existing space shuttle structure was removed last July
- Finalizing design work for courtyard area improvements; likely Summer 2023 Completion

Early Design of Future Bond Projects ($750,000)
- Elementary #6 design work has started; District has selected architect, and input committee has been formed
- Plan to select architect for SSMS expansion within next couple of months (February/March)

Portable classrooms ($600,000)
- 4 portable classroom buildings have already been ordered for 2023-2024 school year; planning to order 2 additional buildings

Admin Relocation/CDC Project Budget Increase ($2.1 Million)
- Project is ongoing

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

ESTIMATE OF REMAINING UNSPENT 2018 BOND FUNDS AS OF DEC. 2022

Dripping Springs Independent School District
2018 Bond Project Budget Expenditure Summary
December 2022

	Original Budget	Board Approved Transfers	Project Close Out	Board Approved Projects	Final Budget	Expenditures To Date	Encumbered	Remaining Balance
Completed/Paid Projects:								
Cypress Springs Elementary School Construction	37,500,000	-	(744,157)	-	36,755,843	(36,736,893)	(18,950)	-
Walnut Springs Elementary	34,700,000	-	551,641	-	35,251,641	(35,146,987)	(14,715)	89,938
High School Additions/Renovations	21,070,000	-	918,143	-	21,988,143	(21,988,143)	-	-
Technology	7,600,000	-	(1,438,417)	-	6,161,583	(5,877,201)	(77,579)	206,803
Dripping Springs Elementary*	5,080,000	110,000	(18,847)	-	5,171,153	(4,991,153)	-	180,000
Transportation Improvements	3,080,000	260,624	(2,941)	-	3,337,683	(3,334,849)	(2,834)	-
Dripping Springs Middle School Renovation	4,100,000	-	(200,000)	-	3,900,000	(3,876,813)	(3,600)	19,587
High School Athletic Improvements	1,818,505	-	(6,900)	-	1,811,605	(1,811,605)	-	-
Dripping Springs Middle School Athletic Improvements	991,495	-	(250,996)	-	740,499	(740,499)	-	-
Rooster Springs Elementary	440,000	-	(31,885)	-	408,115	(408,115)	-	-
Ongoing Projects:								
Administration Relocation	4,120,000	5,830,000	-	-	9,950,000	(2,554,322)	(127,561)	7,268,116
Miscellaneous Projects	-		-	250,996	250,996	(41,455)	-	209,541
Preliminary Design Work for Future Projects	-	-	-	750,000	750,000	-	(5,300)	744,700
Purchase of Portables	-	-	-	600,000	600,000	-	-	600,000
Safety and Security Items	-	-	-	600,000	600,000	(374,442)	(83,805)	141,753
Land Acquisition	9,000,000	-	-	-	9,000,000	(4,725,391)	-	4,274,609.00
Project Management**	-	-	-	499,004	499,004	(473,487)	-	25,517
Contingency / Project Savings / Remaining Balance	**2,500,000**	**(2,500,000)**	**1,224,359**	**(983,051)**	**241,308**	**-**	**-**	**241,308**
TOTAL BOND PROCEEDS/BALANCES	**$ 132,000,000**	**$ 3,700,624**	**$ -**	**$ 1,716,949**	**$ 137,417,573**	**$ (123,081,357)**	**$ (334,345)**	**$ 14,001,872**
Interest Income	4,832,384	(3,700,624)	-	(1,031,174)	100,586	-	-	100,586
eRate Reimbursement	685,776	-	-	(685,776)	-	-	-	-
TOTAL RESOURCES /BALANCES	**$ 137,518,160**	**$ -**	**$ -**	**$ (1)**	**$ 137,518,159**	**$ (123,081,357)**	**$ (334,345)**	**$ 14,102,458**

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

2/7/2023 BAC QUARTERLY MEETING

BAC DISCUSSIONS:

- Additional savings will likely still arise but current savings, inclusive of projected costs, are approximately $342k.
- Failed 2022 Bond Election makes the requirement for additional portables critical. Existing $600k of allocated funds not enough.
- Staff reviewed proposed plan to utilize remaining 2018 Bond Funds for portable needs.
- Potential to recommend any future savings, as projects are completed and closed out, be put towards portables. Staff advised against this recommendation as it prevents the use of those funds for unforeseen events or conditions that may occur. Additional appropriations of remaining funds towards portables could be recommended should no other need arise. This allows more flexibility.

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

STAFF RECOMMENDATIONS FOR REMAINING BOND FUNDS

Portables Plan (Estimated Needs for Next Three Years)

	MAY 2023 BOND			NO MAY 2023 BOND		
Purchase FY	22-23	23-24	24-25	22-23	23-24	24-25
School Year	2023-2024	2024-2025	2025-2026	2023-2024	2024-2025	2025-2026
		SSMS Expansion	ES #6 Opens			
Price per Building (2 classrooms/building)	$ 255,624	$ 268,405	$ 281,825	$ 255,624	$ 268,405	$ 281,825
Number of Buildings	6	1	3	6	7	7
Total Cost	$ 1,533,742	$ 268,405	$ 845,475	$ 1,533,742	$ 1,878,834	$ 1,972,776
2018 Bond Funds Approved	$ 600,000	$ -	$ -	$ 600,000	$ -	$ -
Remaining Funds Needed	$ 933,742	$ 268,405	$ 845,475	$ 933,742	$ 1,878,834	$ 1,972,776
Portable Relocation Costs		$ 150,000				
Total Funds Needed			$ 2,797,622			$ 5,385,352

Funding Plan (Three Year Portable Needs)		
Total Funds Needed (May 2023 Bond)	$	2,797,622
2014 Bond Funds	$	21,865
2018 Bond Funds Previously Approved	$	600,000
Fund Balance	$	719,983
Future Bond Funds	$	1,113,881
Additional 2018 Bond Funds Needed	$	341,893

Possible Recommendation – Utilize $342,000 in remaining 2018 Bond Funds for future portable needs.

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

2/7/2023 BAC QUARTERLY MEETING

BAC RECOMMENDATION: Utilize the current $342k in savings/unspent 2018 Bond Funds for portable needs.

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: Update on District Priorities and Board Goals

☒ Reports ☐ Discussion ☐ Consent ☐ Action

Presenter: Superintendent- Holly Morris-Kuentz
Assistant Superintendent- Karen Kidd
Executive Director of Communications- Jennifer Edwards

Motion Language: N/A

Policy: N/A

Background: Quarterly update on the district priorities and Board Goals including student success, communication, and planning for growth.

Attachments: Update on District Priorities and Board Goals Presentation

Goals:

- ☒ 1.1 Build trust through meaningful and positive relationships
- ☒ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods
- ☐ 1.3 Cultivate and manage community partnerships that are mutually beneficial
- ☒ 1.4 Build systematic connections among campuses and departments that are sustainable as the district grows
- ☒ 2.1 Provide resources to support district operations
- ☒ 2.2 Develop and formalize departmental operating procedures
- ☒ 2.3 Implement innovative solutions to address optional challenges
- ☒ 2.4 Plan for growth
- ☐ 3.1 Develop, empower and sustain leaders who are committed to the vision and mission of the district
- ☐ 3.2 Recruit and hire personnel who are committed to the vision and mission of the district
- ☐ 3.3 Inspire and sustain personnel who are committed to the vision and mission of the district
- ☐ 3.4 Develop and support Personalized Professional Learning Plans aligned to the vision and mission of the district
- ☒ 4.1 Implement personalized learning
- ☒ 4.2 Establish a culture where personalized learning drives all decision making

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

Update on District Priorities

February 27, 2023

Overview of Priorities



Student Growth & Educational Outcomes



Communications



Planning for Growth

Dripping Springs
INDEPENDENT SCHOOL DISTRICT



Student Growth and Educational Outcomes

MAP and Data Training to Date: Staff

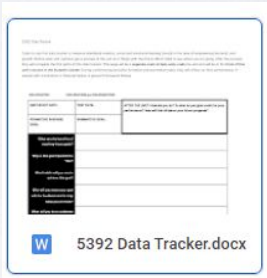
January 2 - January 31, 2023

Student Goal Setting

- Teachers received training on goal setting in alignment with Leader in Me and Personal Best research so students can utilize MAP data to better understand personal performance

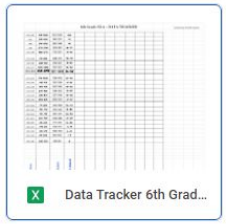
- Collaboration with elementary and middle school teachers to create resources for working with students to create academic growth goals and personally explore MAP reports







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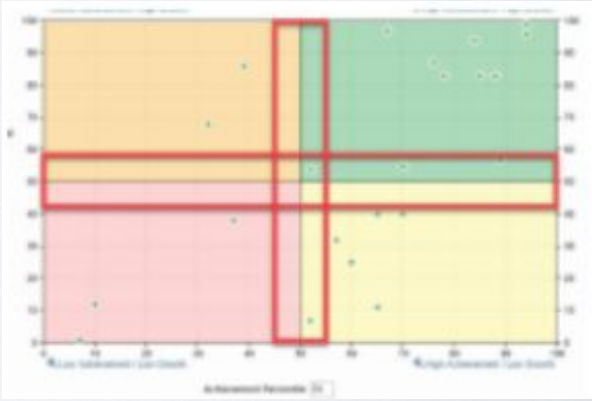




MAP and Data Training to Date: Staff

November 28 - December 9, 2023
MOY MAP Analysis

- Teachers used a data protocol to analyze student growth and achievement from beginning of year to middle of year
- Four questions were asked regarding specific student metrics with specific follow up guidance:
  - What supports/interventions are needed?
  - What factors are impacting a lack of growth?
  - What has been working?
  - How do we provide further challenge for students?



DSISD Student Growth Goal

GOAL

All students in 4th and 8th grade will meet the national norm of 50% of students meet or exceed NWEA MAP expected growth.

The following graphs show the percentage of students that *met or exceeded* their expected growth target. In the example below, 50% of students met or exceeded their growth target, but 100% of students experienced growth.

Example:

Jon:
Expected growth: 3 points of growth
Actual growth: 3 points of growth
Met or Exceeded Expected? **YES!**
Growth occur? **YES!**

Ethan:
Expected growth: 5 points of growth
Actual growth: 2 points of growth
Met or Exceeded Expected? **No**
Growth occur? **YES!**

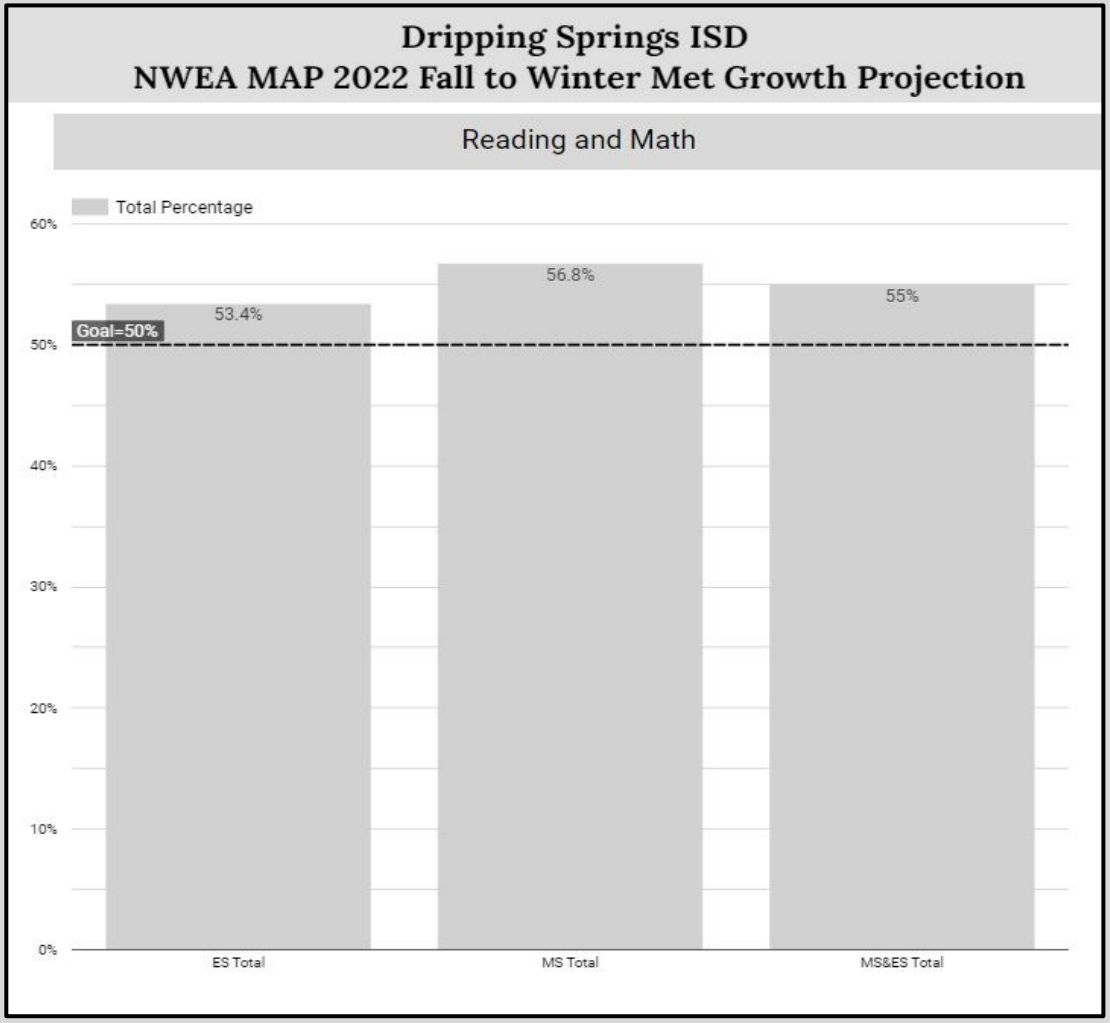
Abby:
Expected growth: 6 points of growth
Actual growth: 5 points of growth
Met or Exceeded Expected? **No**
Growth occur? **YES!**

Jada:
Expected growth: 3 points of growth
Actual growth: 6 points of growth
Met or Exceeded Expected? **YES!**
Growth occur? **YES!**



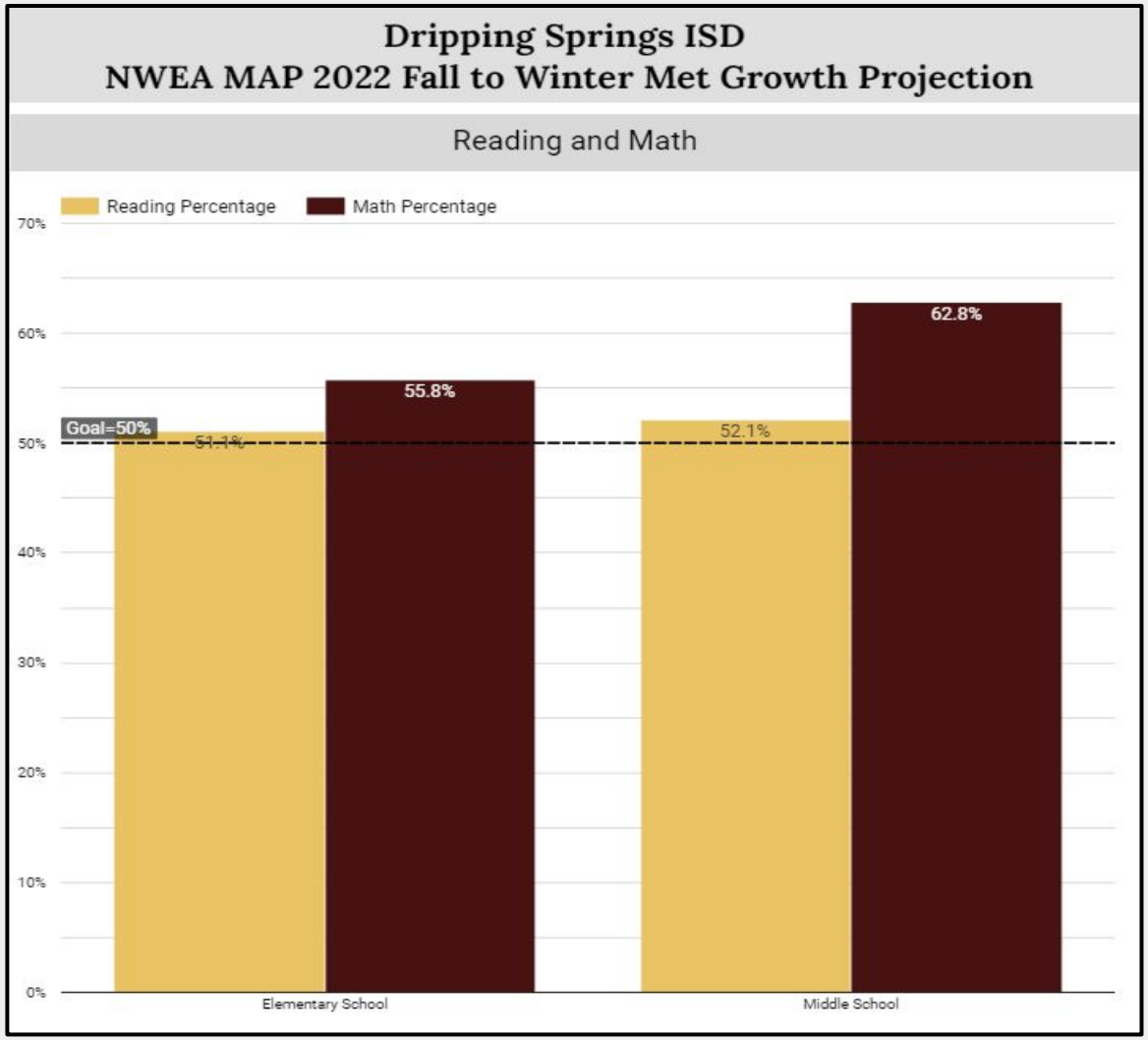
GOAL

All students in 4th and 8th grade will meet the national norm of 50% of students meet or exceed NWEA MAP expected growth.



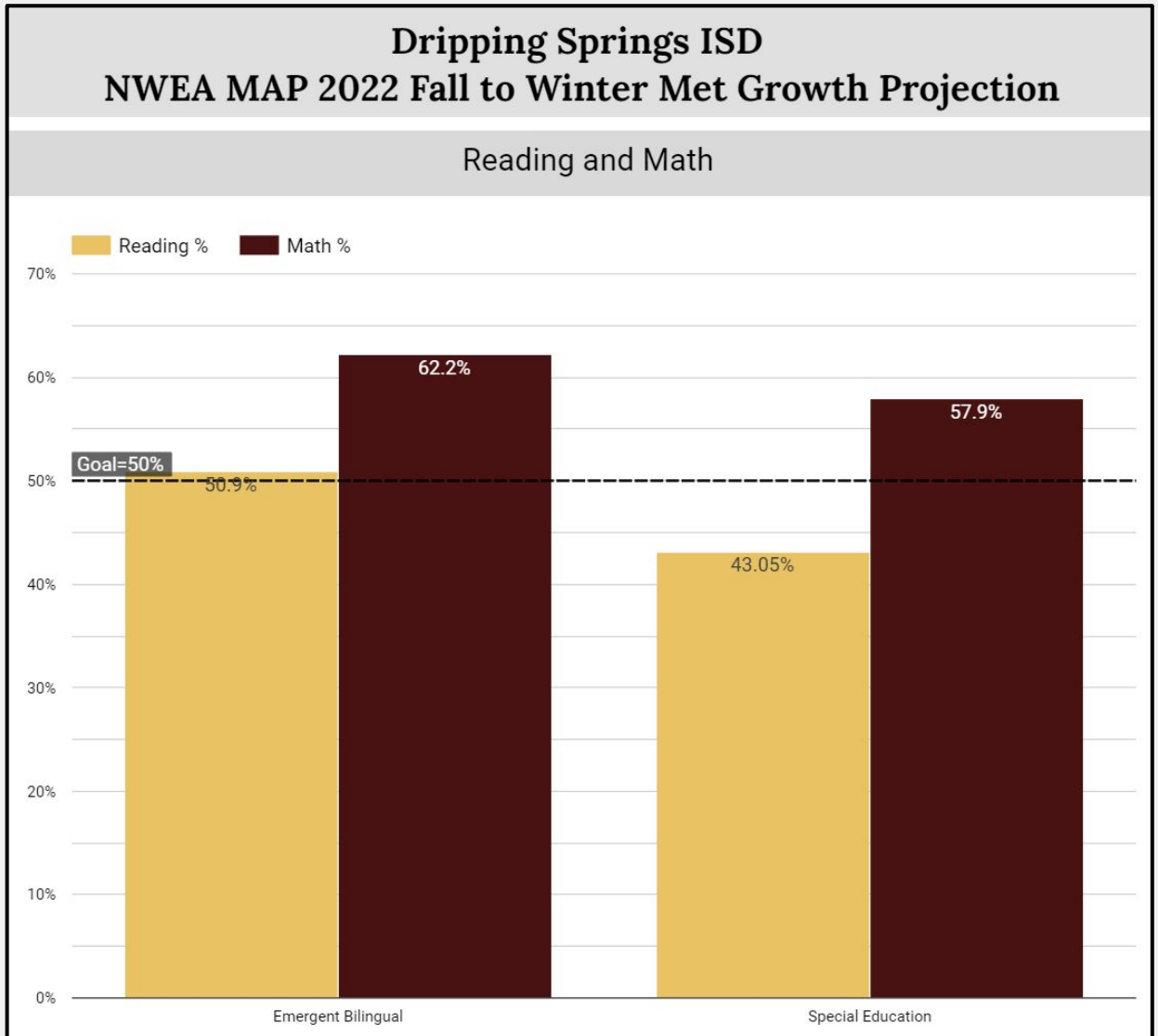
GOAL

All students in 4th and 8th grade will meet the national norm of 50% of students meet or exceed NWEA MAP expected growth.



GOAL

All students in 4th and 8th grade will meet the national norm of 50% of students meet or exceed NWEA MAP expected growth.



The Special Education Department is analyzing the data to adjust instructional supports and needs on an individual basis for this subset of students



Communications

Goal #1: Develop, execute, and track a stakeholders' campaign, including plans for strategic communications targeting stakeholders who do not have students in the district.

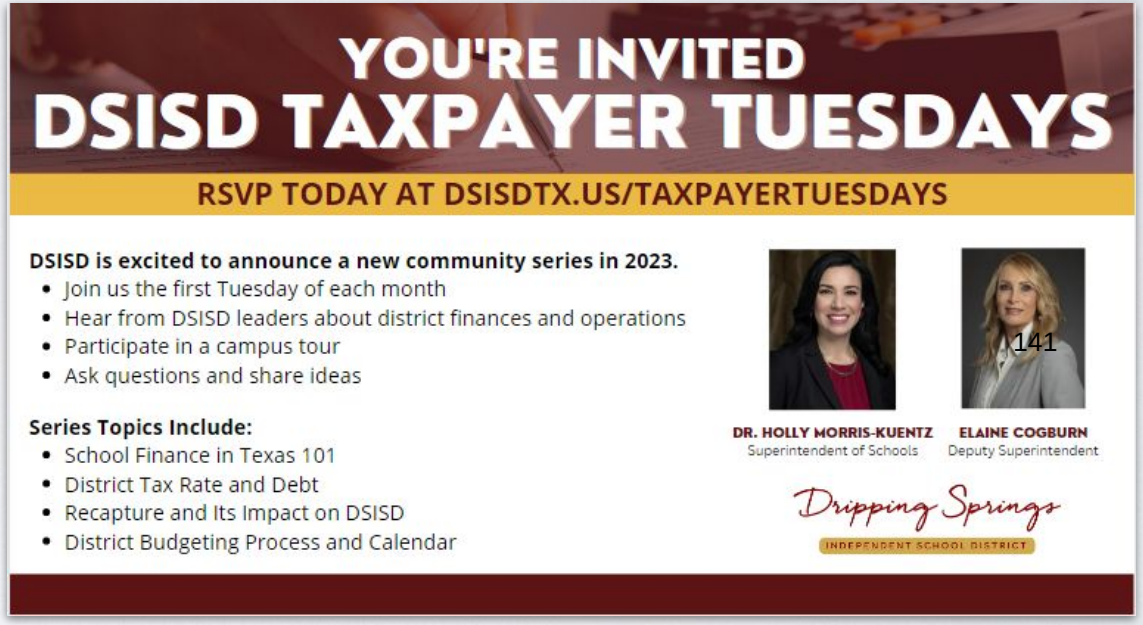
Goal #2: Evaluate and potentially redesign district branding and logo.

Goal #3: Develop, execute, and track strategic superintendent's communications plan.

Goal #1: Develop, execute, and track a stakeholders' campaign, including plans for strategic communications targeting stakeholders who do not have students in the district.

- Description
  - Monthly series to engage all Taxpayers in the district
  - Events are held the first Tuesday of each month and include a campus tour, followed by a presentation on a specific school finance topic

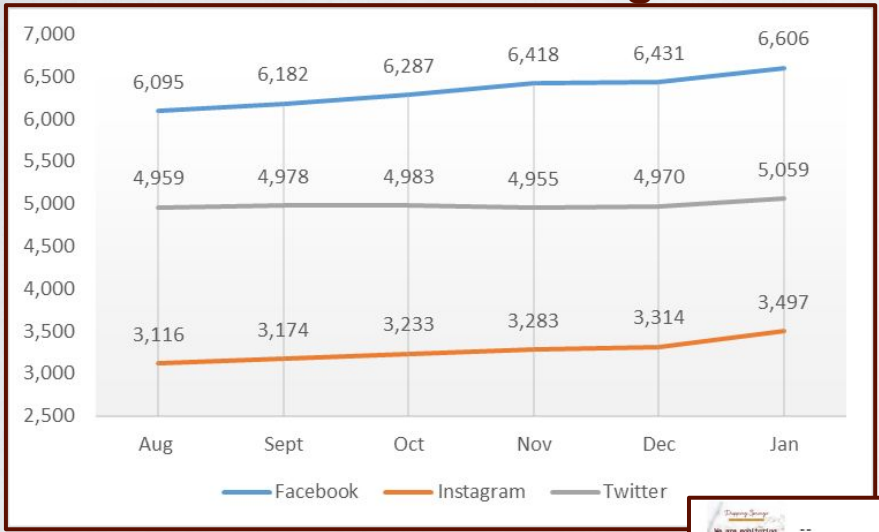
- Promotion
  - Press Release
  - Direct Mail to Non-Parents
  - Email Communication to all Parents
  - Regular Reminders on Social Media



- Results
  - January - DSMS - 18 participants - School Finance 101
  - February - DSHS - 30 participants - Taxes and Debt Management
  - NEXT UP - March - SSMS - Recapture

Develop, execute, and track a stakeholders' campaign, including plans for strategic communications targeting stakeholders who do not have students in the district.

District Social Media Tracking

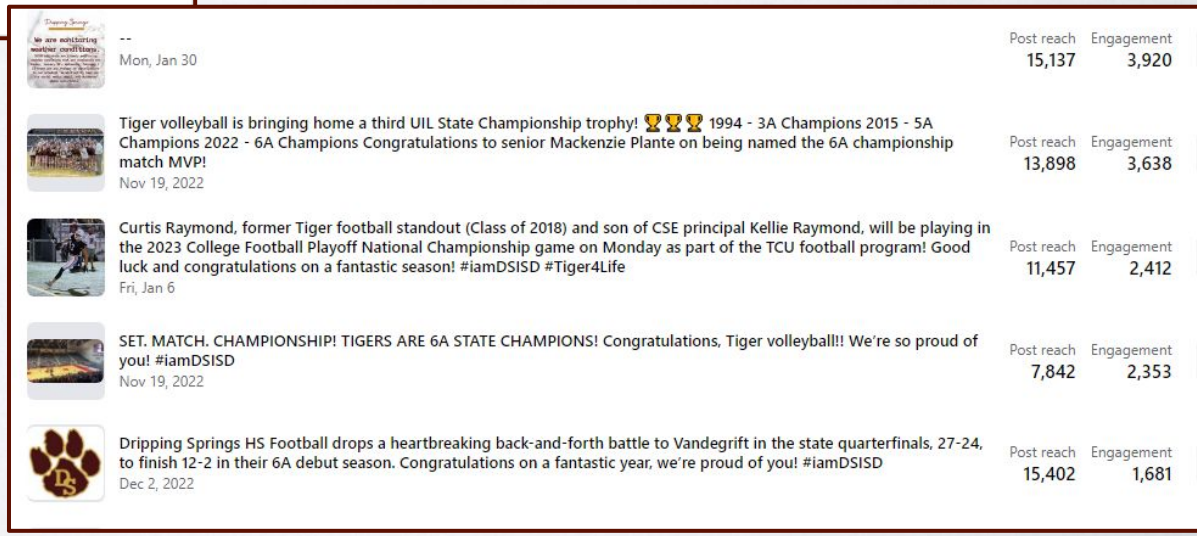


Key Insights

- All channels trending up
- Facebook saw the largest gains
- Lost zero followers in the last 90 days.

Key Insights

- Volleyball state championship was best performing post
- Followed by Tiger4Life post about Curtis Raymond
- Sports continue to be the most popular so keeping the mix right will be important going forward



Goal #1: Develop, execute, and track a stakeholders' campaign, including plans for strategic communications targeting stakeholders who do not have students in the district.

Goal #2: Evaluate and potentially redesign district branding and logo.

Goal #3: Develop, execute, and track strategic superintendent's communications plan.

Goal #2: Evaluate and potentially redesign district branding and logo.

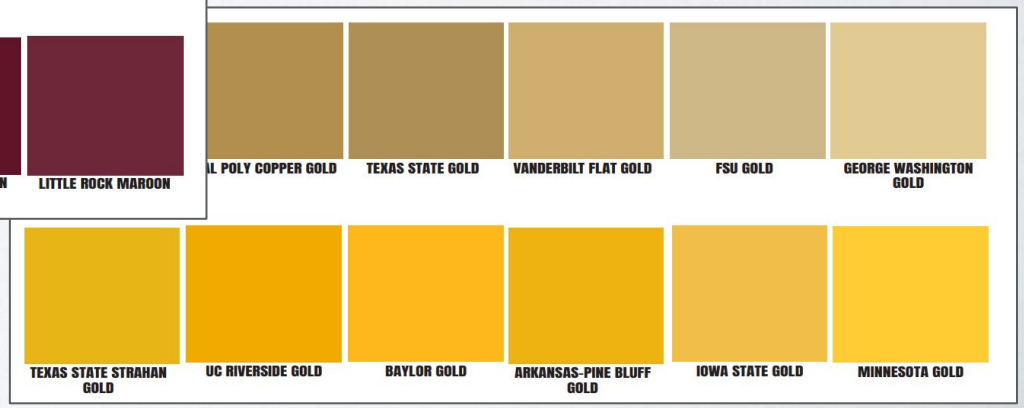
- Progress
  - Brand Audit Completed Last Fall
  - Color Palette Reviewed and Explored
  - Testing Variations on Colors to Prepare Recommendation

Brand Colors in Testing



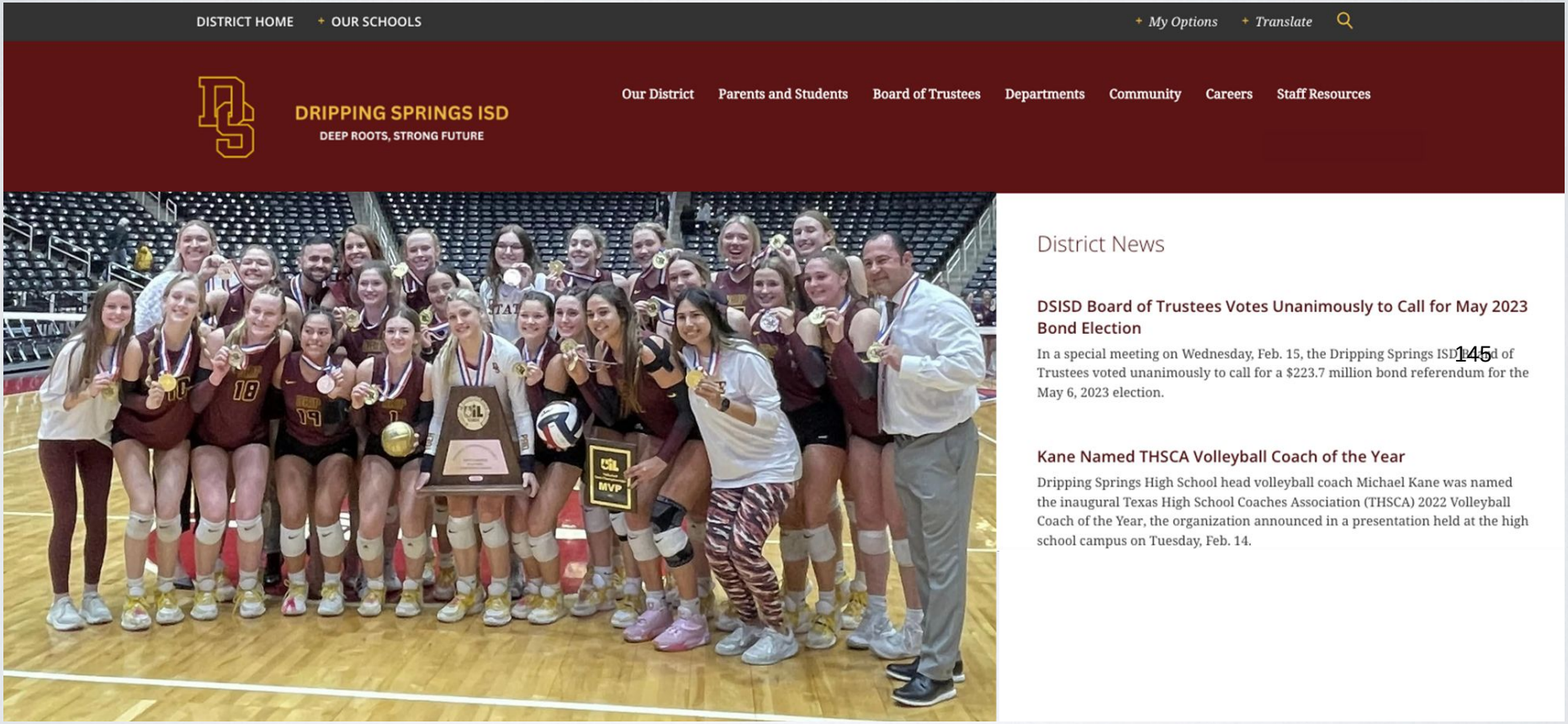






Goal #2: Evaluate and potentially redesign district branding and logo.

Website Redesign in Progress



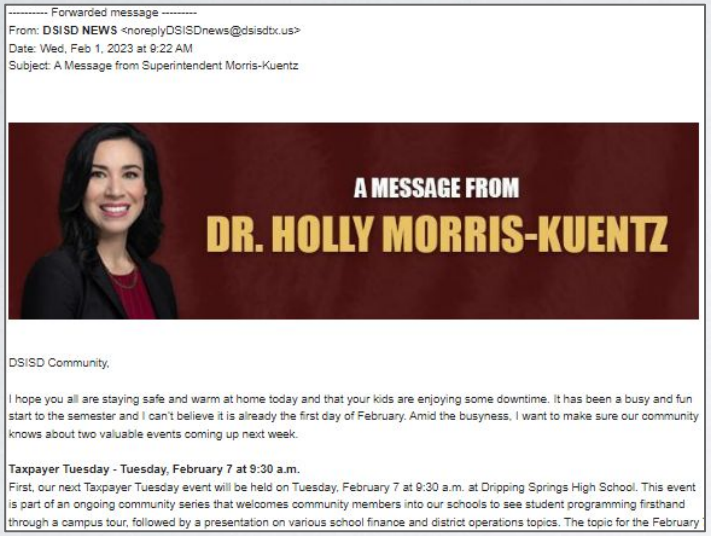
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Goal #2: Evaluate and potentially redesign district branding and logo.

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New and Updated Communication Outreach

Moved to Blackboard for District Email Communications to Enable the Inclusion of Graphics



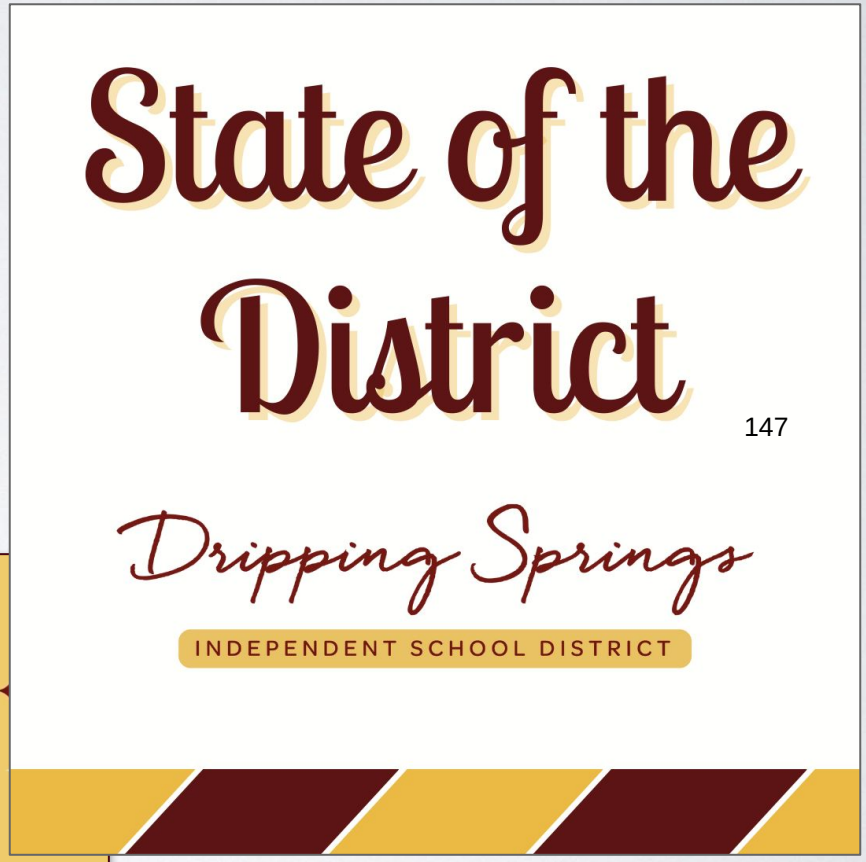
---------- Forwarded message ---------
From: **DSISD NEWS** <noreplyDSISDnews@dsisdtx.us>
Date: Wed, Feb 1, 2023 at 9:22 AM
Subject: A Message from Superintendent Morris-Kuentz

DSISD Community,

I hope you all are staying safe and warm at home today and that your kids are enjoying some downtime. It has been a busy and fun start to the semester and I can't believe it is already the first day of February. Amid the busyness, I want to make sure our community knows about two valuable events coming up next week.

Taxpayer Tuesday - Tuesday, February 7 at 9:30 a.m.
First, our next Taxpayer Tuesday event will be held on Tuesday, February 7 at 9:30 a.m. at Dripping Springs High School. This event is part of an ongoing community series that welcomes community members into our schools to see student programming firsthand through a campus tour, followed by a presentation on various school finance and district operations topics. The topic for the February

Inaugural State of the District Event



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New Superintendent's Video Series (in final development)



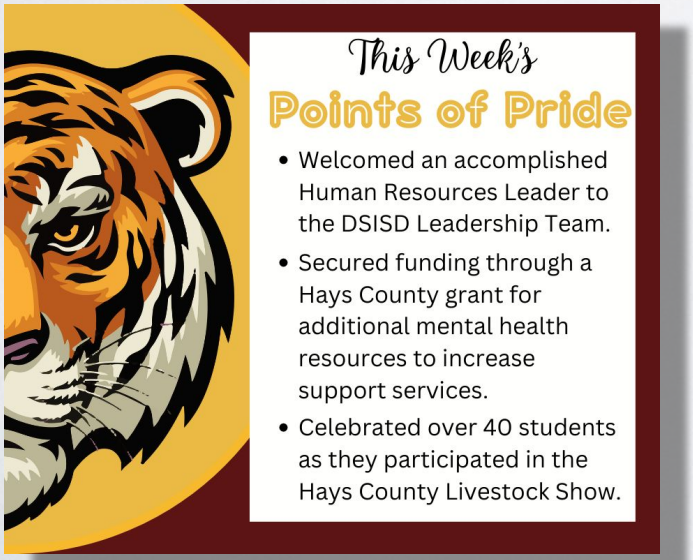
Board Communication

Intentional Content Creation

- Capturing video of Board Campus Visits and other events the Board attends.
- Timely postings and promotion of Board activities in the community.



Weekly Points of Pride



Board Activity Report





Planning for Growth

May 2023 Bond Election

4 Bond Workshops and 1 Special Meeting

Dec 14	Jan 4	Jan 24	Feb 10	Feb 15
Workshop #1: Discuss Short- and Long-Term Next Steps	**Workshop #2: Baselice Presents Results of Voter Survey**	**Workshop #3: PCR Presents Results of Project Cost Analysis**	**Workshop #4: Review / Discussion of Package Options**	**Special Meeting to Consider Calling May 2023 Bond Referendum**





Planning for Growth

- Elementary #6 Design Committee meeting and has completed 2 campus tours
- Identifying architect for Sycamore MS expansion design to begin charette for SSMS expansion
- Planning and ordering portables to address capacity issues for 2023-24 school year
- Long-term planning for new campus openings based on enrollment and campus-size standards
- Long-term planning options for future bond election cycles





PORTABLES PLAN

	MAY 2023 BOND			NO MAY 2023 BOND		
Purchase FY	2022-23	2023-24	2024-25	2022-23	2023-24	2024-25
School Year	2023-24	2024-25	2025-26	2023-24	2024-25	2025-26
Price/Portable *2 Classes/Portable*	$255,624	$268,405	$281,825	$255,624	$268,405	$281,825
Number of Portables	6	1	3	6	7	7
Total Cost	$1,533,742	$268,405	$845,475	$1,533,742	$1,878,834	$1,972,776
2018 Bond Funds	$600,000	---	---	$600,000	---	---
Funds Still Needed	$933,742	$268,405	$845,475	$933,742	$1,878,834	$1,972,776
	PORTABLE ALLOCATION			**PORTABLE ALLOCATION**		
DSE	2	1	0	2	1	2
WSE	2	2	0	2	2	1
SSMS	2	-4	0	2	2	1
DSHS	0	2	3	0	2	3
Total Classrooms	12	2	6	12	14	14
		SSMS EXPANSION	ES #6 OPENS			

Portable relocation costs are estimated at $150,000

Questions?

BOARD UPDATE

Dripping Springs

INDEPENDENT SCHOOL DISTRICT

DRIPPING SPRINGS HIGH SCHOOL CAMPUS VISIT





SENIOR SHOWCASE

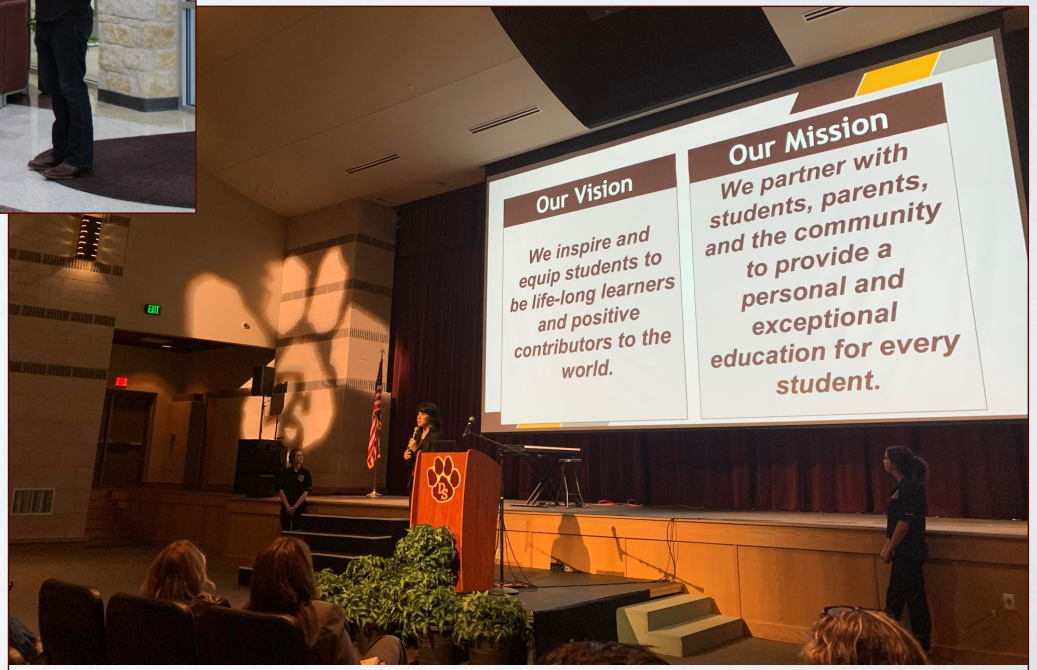


TAX PAYER TUESDAY



STATE OF THE DISTRICT ADDRESS





ROTC



LEGISLATIVE CONFERENCE



LIAISON UPDATE

Meeting Minutes of the Board of Trustees
DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT

A Workshop Meeting of the Board of Trustees of DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT was held Tuesday, January 17, 2023, beginning at 5:30 pm in the Board Room.

Attendance:

Olivia Barnard:	Present
Mary Jane Hetrick:	Present
Ron Jones:	Present
Shannon O'Connor:	Present
Tricia Quintero:	Present
Stefani Reinold:	Arrived at 5:35 pm
Barbara Stroud:	Absent

I. **WORKSHOP MEETING**
Meeting was called to order at 5:33 pm
II. **PUBLIC FORUM**
One member of the public spoke during the Public Forum
A. For Posted Agenda Items
III. **BOARD DISCUSSION**
A. School Finance Overview
B. 2022-2023 Budget - Actual Projections
C. 2023-2024 Budget Projections

Meeting adjourned at 6:33 pm

January 23, 2023
Date

Attest:

_____ _____
President, DSISD Board of Trustees Secretary, DSISD Board of Trustees

Meeting Minutes of the Board of Trustees
DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT

An Agenda Review Meeting of the Board of Trustees of DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT was held Tuesday, January 17, 2023, beginning at 6:30 pm in the Board Room.

The purpose of the agenda review meeting was to preview next week's regular meeting agenda and for the Board and Administration to discuss, ask questions, clarify and organize agenda items and reports for board action at the following week's meeting. Public forum and closed session deliberations were also conducted as posted. No action was taken at this agenda review meeting.

Attendance:

Olivia Barnard:	Present
Mary Jane Hetrick:	Present
Ron Jones:	Present
Shannon O'Connor:	Absent
Tricia Quintero:	Present
Stefani Reinold:	Present
Barbara Stroud:	Absent

I. ***CALL TO ORDER***
Meeting was called to order at 6:42 pm
II. ***PUBLIC FORUM***
No members of the public spoke during the Public Forum
A. For Posted Agenda Items
III. ***AGENDA REVIEW***
IV. **OPENING CEREMONY**
A. Pledge of Allegiance to the American Flag and the Texas Flag
B. Moment of Silence
V. **ANNOUNCEMENTS**
VI. **RECOGNITIONS**
A. Elementary UIL
B. All-State Band
C. School Board Recognition Month – *move after All-State Choir*
D. All-State Choir
VII. **PUBLIC HEARING**
A. District Annual Report
VIII. **PUBLIC FORUM *(occurs only at regularly scheduled meeting on January 23, 2023)***
Board members will listen to comments but only the Board president, as the designated spokesperson, may respond to the speaker if required.
A. For Posted Agenda Items
B. For Non-Posted Agenda Items
IX. **REPORTS AND INFORMATION**
A. L&I Report
B. Financial Report
C. Quarterly Investment Report
D. Fund Balance Report
E. 2022-2023 Budget - Actual Projections
F. Construction Report

G. 2018 Bond Report
H. HR Report
I. Superintendent's Report
1. Legal Fees
2. Subdivision, Annexation and Development Notifications

X. **PRESENTATIONS AND DISCUSSION**
A. Board of Trustees Activity Report
1. Region 13 Star of the Month
2. CSE Board Visit
3. ROTC Club – *delete*
B. TASA/TASB Legislative Conference
C. Policy Update 120 - First Reading

XI. **CONSENT AGENDA**
A. Approval of Student Meal Charging Policy
B. Approval of Minutes for Recent Board Meetings
C. Approval of 2022-2023 Budget Amendments
D. Approval of Order of Election for the DSISD Board of Trustees Election
E. Approval of Contract for Election Services with Travis County
F. Approval of Joint Election Agreement with Travis County
G. Approval of Contract for Election Services with Hays County
H. Approval of Joint Election Agreement with Hays County
I. Approval of Joint Election Agreement with the City of Dripping Springs

XII. **ACTION**

No action will be taken on these items until the January 23 meeting.

A. Consideration / Approval of 2023-2024 Budget Assumptions and Parameter

XIII. **CLOSED SESSION**

The Board went into closed session at 7:50 pm

Pursuant to Tex. Gov't Code Sections 551.071, 551.072, 551.074, 551.076, 551.082, 551.0821, 551.089 and 551.129, the Board will deliberate in closed session on the following items:

A. Consideration of Legal, Real Estate, Personnel or Student Matters
B. Consultation with legal counsel regarding any matter posted on the agenda
C. Discussion of Hiring Chief Human Resources Officer

XIV. **OPEN SESSION**

A. Possible action regarding matters discussed in closed session.
B. Consideration / Approval to Hire Chief Human Resources Officer

Meeting adjourned at 9:02 pm

January 23, 2023
Date

Attest:

_____ _____

President, DSISD Board of Trustees Secretary, DSISD Board of Trustees

Meeting Minutes of the Board of Trustees
DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT

A Regular Meeting of the Board of Trustees of DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT was held Monday, January 23, 2023, beginning at 6:00 pm in the Board Room.

Attendance:

Olivia Barnard:	Present
Mary Jane Hetrick:	Present
Ron Jones:	Absent
Shannon O'Connor:	Present
Tricia Quintero:	Present
Stefani Reinold:	Present
Barbara Stroud:	Present

I. **REGULAR MEETING**
Meeting was called to order at 6:03 pm
II. **OPENING CEREMONY**
A. Pledge of Allegiance to the American Flag and the Texas Flag
B. Moment of Silence
III. **ANNOUNCEMENTS**
IV. **RECOGNITIONS**
A. Elementary UIL
B. All-State Band
C. All-State Choir
D. School Board Recognition Month
V. **PUBLIC HEARING**
A. District Annual Report
VI. **PUBLIC FORUM**
Six members of the public spoke during the Public Forum
A. For Posted Agenda Items
B. For Non-Posted Agenda Items
VII. **REPORTS AND INFORMATION**
A. L&I Report
B. Financial Report
C. Quarterly Investment Report
D. Fund Balance Report
E. 2022-2023 Budget - Actual Projections
F. Construction Report
G. 2018 Bond Report
H. HR Report
I. Superintendent's Report
1. Legal Fees
2. Subdivision, Annexation and Development Notifications
VIII. **PRESENTATIONS AND DISCUSSION**
A. Board of Trustees Activity Report
1. Region 13 Star of the Month
2. CSE Board Visit
B. TASA/TASB Legislative Conference
C. Policy Update 120 - First Reading
D. Elementary School #6 Design Committee
IX. **CONSENT AGENDA**
I move to approve the consent agenda as presented. This motion, made by Stefani Reinold and seconded by Shannon O'Connor, Passed.
Yes: 6, No: 0

A. Approval of Student Meal Charging Policy
B. Approval of Minutes for Recent Board Meetings
C. Approval of 2022-2023 Budget Amendments
D. Approval of Order of Election for the DSISD Board of Trustees Election
E. Approval of Contract for Election Services with Travis County
F. Approval of Joint Election Agreement with Travis County
G. Approval of Contract for Election Services with Hays County
H. Approval of Joint Election Agreement with Hays County
I. Approval of Joint Election Agreement with the City of Dripping Springs

X. **ACTION**

A. Consideration / Approval of 2023-2024 Budget Assumptions and Parameter

I move that the Board of Trustees approve the 2023-2024 assumptions and parameter assuming a pay increase of 3% to be used in developing the preliminary General Fund budget for 2023-2024 covering all estimated revenues and proposed expenditures. This motion, made by Shannon O'Connor and seconded by Barbara Stroud, Passed.
Yes: 6, No: 0

B. Consideration / Approval of Hays County ARPA Sub-Recipient Agreement

I move to approve the Hays County ARPA Sub-Recipient Agreement. This motion, made by Stefani Reinold and seconded by Olivia Barnard, Passed.
Yes: 6, No: 0

XI. **CLOSED SESSION**

The Board went into closed session at 8:19 pm

Pursuant to Tex. Gov't Code Sections 551.071, 551.072, 551.074, 551.076, 551.082, 551.0821, 551.089 and 551.129, the Board will deliberate in closed session on the following items:

A. Consideration of Legal, Real Estate, Personnel or Student Matters
B. Consultation with legal counsel regarding any matter posted on the agenda
C. Discussion of Hiring Chief Human Resources Officer
D. Superintendent Evaluation including goals and related progress reporting

XII. **OPEN SESSION**

The Board returned to open session at 10:00 pm

A. Possible action regarding matters discussed in closed session.
B. Consideration / Approval to Hire Chief Human Resources Officer

I move to hire Linda Hall as the chief human resources officer. This motion, made by Stefani Reinold and seconded by Tricia Quintero, Passed.
Yes: 6, No: 0

Meeting adjourned at 10:01 pm

February 27, 2023
Date

Attest:

_____ _____

President, DSISD Board of Trustees Secretary, DSISD Board of Trustees

Meeting Minutes of the Board of Trustees
DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT

A Workshop Meeting of the Board of Trustees of DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT was held Friday, February 10, 2023, beginning at 2:00 pm in the Board Room.

Attendance:

Olivia Barnard:	Present
Mary Jane Hetrick:	Present
Ron Jones:	Present
Shannon O'Connor:	Present
Tricia Quintero:	Present
Stefani Reinold:	Present
Barbara Stroud:	Present

I. **WORKSHOP MEETING**

Meeting was called to order at 2:04 pm

II. **PUBLIC FORUM**

Board members will listen to comments but only the Board president, as the designated spokesperson, may respond to the speaker if required.

Eleven members of the public spoke during the Public Forum

III. **BOARD DISCUSSION**

A. Bond Planning

1. Demographic Growth and Enrollment
2. Board Oversight and Approval Processes
3. Pricing and Financing Options
4. Packaging Options for Possible Bond Election

Meeting adjourned at 5:48 pm

February 27, 2023
Date

Attest:

_____ _____

President, DSISD Board of Trustees Secretary, DSISD Board of Trustees

Meeting Minutes of the Board of Trustees
DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT

A Special Meeting of the Board of Trustees of DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT was held Wednesday, February 15, 2023, beginning at 6:00 pm in the Board Room.

Attendance:

Olivia Barnard:	Present
Mary Jane Hetrick:	Present
Ron Jones:	Present
Shannon O'Connor:	Present
Tricia Quintero:	Present
Stefani Reinold:	Present
Barbara Stroud:	Present

I. **SPECIAL MEETING**
Meeting called to order at 6:07 pm

II. **PUBLIC FORUM**
Five members of the public spoke during the Public Forum
A. For Posted Agenda Items

III. **BOARD DISCUSSION ITEMS**
A. Consideration and Approval of an Order By the Board of Trustees of Dripping Springs Independent School District Calling a Bond Election to be Held Within Said District; Making Provisions for the Conduct and the Giving of Notice of the Election; and Containing Other Provisions Relating Thereto

I move that we approve an Order of Calling a Bond Election to be held on Saturday, May 6, 2023 within Dripping Springs Independent School District in the amount of $223,700,000 for the design, construction, acquisition, capital renovations and improvements, and equipment of school buildings in the District, including a new elementary school campus, expansion of a current middle school campus, the design of new elementary school, middle school and high school campuses, renovations and improvements at school campuses, safety and security improvements, and various system infrastructure repairs, replacements, and improvements, for the purchase of necessary sites for school buildings, and for the purchase of new school buses, and making provisions for the conduct of and the giving of Notice of the Election; and containing other provisions relating thereto, as recommended by Administration in Option 1. This motion, made by Barbara Stroud and seconded by Ron Jones, Passed. Yes: 7, No: 0

IV. **CLOSED SESSION**
The Board went into closed session at 6:47 pm
A. Superintendent Evaluation including goals and related progress reporting. Tex. Gov't Code Section 551.074

Meeting adjourned at 9:59 pm

February 27, 2023
Date

Attest:

_____	_____
President, DSISD Board of Trustees	Secretary, DSISD Board of Trustees

Meeting Minutes of the Board of Trustees
DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT

A Workshop of the Board of Trustees of DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT was held Tuesday, January 24, 2023, beginning at 5:00 PM in the Board Room.

Attendance:

Olivia Barnard:	Present
Mary Jane Hetrick:	Present
Ron Jones:	Present
Shannon O'Connor:	Present
Tricia Quintero:	Arrived at 5:15 pm
Stefani Reinold:	Present
Barbara Stroud:	Present

I. **WORKSHOP MEETING**
Meeting called to order at 5:04 pm
II. **PUBLIC FORUM**
Four members of the public spoke during the Public Forum
A. For Posted Agenda Items
III. **BOARD DISCUSSION**
A. Bond Planning
1. Third-Party Cost Estimates
2. Facility Assessment Reports

Meeting adjourned at 7:17 pm

February 27, 2023
Date

Attest:

_____ _____
President, DSISD Board of Trustees Secretary, DSISD Board of Trustees

Meeting Minutes of the Board of Trustees
DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT

A Workshop Meeting of the Board of Trustees of DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT was held Monday, February 20, 2023, beginning at 5:30 pm in the Board Room.

Attendance:

Olivia Barnard:	Present
Mary Jane Hetrick:	Present
Ron Jones:	Present
Shannon O'Connor:	Absent
Tricia Quintero:	Present
Stefani Reinold:	Present
Barbara Stroud:	Absent

I. **WORKSHOP MEETING**
Meeting was called to order at 5:31 pm
II. **PUBLIC FORUM**
No members of the public spoke during the Public Forum
A. For Posted Agenda Items
III. **BOARD DISCUSSION**
A. Community Services Programs Overview
1. Child Development Center
2. Out-of-School Programming
3. Community Education

February 27, 2023
Date

Attest:

_____ _____
President, DSISD Board of Trustees Secretary, DSISD Board of Trustees

Meeting Minutes of the Board of Trustees
DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT

An Agenda Review Meeting of the Board of Trustees of DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT was held Monday, February 20, 2023, beginning at 6:30 pm in the Board Room.

Attendance:

Olivia Barnard:	Present
Mary Jane Hetrick:	Present
Ron Jones:	Present
Shannon O'Connor:	Absent
Tricia Quintero:	Present
Stefani Reinold:	Present
Barbara Stroud:	Absent

I. ***CALL TO ORDER***
Meeting was called to order at 6:31 pm
II. ***PUBLIC FORUM***
No members of the public spoke during the Public Forum.
A. For Posted Agenda Items
III. ***AGENDA REVIEW***
IV. **OPENING CEREMONY**
A. Pledge of Allegiance to the American Flag and the Texas Flag
B. Moment of Silence
V. **ANNOUNCEMENTS**
VI. **RECOGNITIONS**
A. PTA Reflections State Qualifiers
B. Swim State Qualifiers
C. Wrestling State Qualifiers
VII. **PUBLIC FORUM** ***(occurs only at regularly scheduled meeting on February 27, 2023)***
Board members will listen to comments but only the Board president, as the designated spokesperson, may respond to the speaker if required.
A. For Posted Agenda Items
B. For Non-Posted Agenda Items
VIII. **REPORTS AND INFORMATION**
A. L&I Report
B. 2022-2023 Budget - Actual Projections
C. Financial Report – January 2023
D. 2018 Bond Report – January 2023
E. Construction Report
F. HR Report
G. Superintendent's Report
1. Legal Fees
2. Subdivision, Annexation and Development Notifications
3. Out of State Student Travel
IX. **PRESENTATIONS AND DISCUSSION**
A. Bond Advisory Committee Update / Recommendation
B. Update on District Priorities and Board Goals
C. Board of Trustees Activity Report
1. DSHS Campus Visit
2. Senior Showcase
3. Tax Payer Tuesday

4. State of the District Address
5. ROTC
6. Liaison

X. **CONSENT AGENDA**

A. Approval of Minutes for Recent Board Meetings

XI. **ACTION**

No action will be taken on these items until the February 27 meeting.

A. Consideration / Approval of Budget Amendments – *move to Consent Agenda*

B. Consideration / Approval of Budget Amendments - 2018 Bond Funds – *move to Consent Agenda*

C. Consideration / Approval of Use of Remaining 2014 Bond Funds – *move to Consent Agenda*

D. Consideration / Approval of the Agreement for Architectural and Engineering Services for the Sycamore Springs Middle School Expansion Project

E. Consideration / Approval of CSP 22-23-006 DSISD Network Equipment for Campus Portables – *move to Consent Agenda*

F. Consideration / Approval of Resolution 2023-08 to Pay Staff During Emergency District Closure – *move to Consent Agenda*

G. Consideration / Approval of District Administrator Contracts – *move to Consent Agenda*

H. Consideration / Approval of Notice of Board Election - May 2023 – *move to Consent Agenda*

I. Consideration / Approval of Policy Update 120 (Second Reading)

XII. **CLOSED SESSION**

The Board went into Closed Session at 7:40 pm

Pursuant to Tex. Gov't Code Sections 551.071, 551.072, 551.074, 551.076, 551.082, 551.0821, 551.089 and 551.129, the Board will deliberate in closed session on the following items:

A. Consideration of Legal, Real Estate, Personnel or Student Matters

B. Consultation with legal counsel regarding any matter posted on the agenda

C. Consultation with legal counsel regarding instructional resources. Tex. Gov't. Code Sections 551.071 and 551.129

D. Consultation with legal counsel regarding the Board Resolution and proposed Right-of-Way Agreement and Right-of-Way Deed conveyance of 2.595 acres out of the Fannie A.D. Darden Survey, Abstract No. 664, Hays County, Texas, said 2.595 acre parcel being a portion of a called 150.74 acre tract recorded in Volume 3976, Page 755, of the Official Public Records of Hays County, Texas, to Hays County for the Hays County Roadway Construction Project (Roundabout at Darden Hill Road and Sawyer Ranch) and Expansion of the Roadway for the Full Length of the Property (along Darden Hill Road), along with the proposed Right of Entry License, and deliberation with regard to value of real property. (Tex. Gov't Code, Sections 551.071, 551.072, and 551.129)

XIII. **OPEN SESSION**

A. Possible action regarding matters discussed in closed session.

B. Consideration and possible action on the Board Resolution and the proposed Right-of-Way Agreement and Right-of-Way Deed conveyance of 2.595 acres out of the Fannie A.D. Darden Survey, Abstract No. 664, Hays County, Texas, said 2.595 acre parcel being a portion of a called 150.74 acre tract recorded in Volume 3976, Page 755, of the Official Public Records of Hays County, Texas, to Hays County for the Hays County Roadway Construction Project (Roundabout at Darden Hill Road and Sawyer Ranch) and Expansion of the Roadway for the Full Length of the Property (along Darden Hill Road), and the proposed Right of Entry License.

Meeting adjourned at 8:37 pm

February 27, 2023
Date

Attest:

_____	_____
President, DSISD Board of Trustees	Secretary, DSISD Board of Trustees

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: Consideration/Approval of 2022-2023 Budget Amendments

☐ Reports ☐ Discussion ☐ Consent ☒ Action

Presenter: Deputy Superintendent for Finance and Operations – Elaine Cogburn

Motion Language: I move that the Board of Trustees approve the amendments to the 2022-2023 budget as presented including the use of $569,983 of General Fund fund balance for the purchase and installation of portable buildings.

Policy: CE (Legal/Local) Annual Operating Budget

Background: The Board of Trustees adopted the 2022-2023 budget on June 27, 2022. Budgets for the General Fund, Child Nutrition Fund, and Debt Service Fund 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 the Board minutes. Budget amendments increasing or decreasing revenues and/or expenditures also require formal Board approval.

The attached documents summarize the effect of budget transfers and amendments and the details of the changes being proposed. The amendments presented this month are as follows:

- Several transfers among functions with no effect on the total operating deficit.
- Increase expenditure budget for General Fund (Fund 199) by $70,000 for costs related to May 2023 bond election (survey, cost estimator, election)
- Increase revenue and expenditure budgets for General Fund (Fund 199) by $642,452 for insurance proceeds received on the flood event at SSMS/SSES with no effect on the total operating deficit.
- Increase expenditure budget for General Fund (Fund 199) by $569,983 for the purchase/installation of portable buildings for the 2023-2024 school year. This increase to be designated out of fund balance.

The amendments presented this month reflect a net increase to expenditures of $639,983 for the General Fund resulting in an overall deficit of $889,179. Including transfers in/out, the amended deficit is $1,095,592 of which $569,983 is a dedicated use of fund balance.

Attachments: 2022-2023 Budget Amendments – February 2023

Goals:

- ☐ 1.1 Build trust through meaningful and positive relationships
- ☐ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods
- ☐ 1.3 Cultivate and manage community partnerships that are mutually beneficial
- ☐ 1.4 Build systematic connections among campuses and departments that are sustainable as the district grows
- ☒ 2.1 Provide resources to support district operations
- ☐ 2.2 Develop and formalize departmental operating procedures
- ☐ 2.3 Implement innovative solutions to address optional challenges
- ☐ 2.4 Plan for growth
- ☐ 3.1 Develop, empower and sustain leaders who are committed to the vision and mission of the district
- ☐ 3.2 Recruit and hire personnel who are committed to the vision and mission of the district
- ☐ 3.3 Inspire and sustain personnel who are committed to the vision and mission of the district
- ☐ 3.4 Develop and support Personalized Professional Learning Plans aligned to the vision and mission of the district
- ☐ 4.1 Implement personalized learning
- ☐ 4.2 Establish a culture where personalized learning drives all decision making

Dripping Springs Independent School District

General Fund - Fund 199

Budget Amendments/Transfers as of February 27, 2023

	2022-2023 Original Budget	Previously Amended Budget	Proposed Amendments 02/27/23	Proposed Amended Budget
Revenues:				
Local Sources	$ 88,299,810	$ 88,953,282	$ 642,452	$ 89,595,734
State Sources	11,546,181	11,546,181	-	11,546,181
Federal Sources	570,000	570,000	-	570,000
TOTAL REVENUES	**$ 100,415,991**	**$ 101,069,463**	**$ 642,452**	**$ 101,711,915**
Expenditures:				
Function 11 - Instruction	$ 48,816,273	$ 47,857,016	$ 28,577	$ 47,885,594
Function 12 - Instructional Resources & Media	850,650	904,898	-	904,898
Function 13 - Staff Development	1,845,640	1,852,578	(28,950)	1,823,628
Function 21 - Instructional Administration	1,217,763	1,231,122	(1,200)	1,229,922
Function 23 - School Administration	3,602,515	3,607,383	(1,500)	3,605,883
Function 31 - Guidance & Counseling	2,321,012	2,323,012	(700)	2,322,312
Function 32 - Social Services	-	-	-	-
Function 33 - Health Services	824,570	902,297	-	902,297
Function 34 - Student Transportation	4,360,620	4,363,178	(11,000)	4,352,178
Function 35 - Child Nutrition	-	-	-	-
Function 36 - Co-Curricular Activities	2,600,941	2,610,539	5,925	2,616,464
Function 41 - General Administration	3,450,862	3,989,991	48,000	4,037,991
Function 51 - Plant Maintenance & Operations	8,032,305	8,060,020	656,252	8,716,272
Function 52 - Security	574,617	630,040	12,500	642,540
Function 53 - Data Processing	1,639,941	1,680,307	-	1,680,307
Function 61 - Community Services	3,780	15,248	968	16,216
Function 71 - Debt Service	190,340	331,408	-	331,408
Function 81 - Capital Outlay	-	151,877	573,563	725,439
Function 91 - Recapture (Student Attendance Credits)	20,028,830	20,028,830	-	20,028,830
Function 95 - JJAEP	-	-	-	-
Function 99 - Other Intergovernmental Charges	700,000	778,915	-	778,915
				-
TOTAL ALL EXPENDITURES	**$ 101,060,659**	**$ 101,318,659**	**$ 1,282,435**	**$ 102,601,094**
Excess/(Deficiency) of Revenues vs. Expenditures	**$ (644,668)**	**$ (249,196)**	**$ (639,983)**	**$ (889,179)**
Other Resources	$ -	$ -	$ -	$ -
Transfers In	-	-	-	-
Transfers Out	(206,412)	(206,412)	-	(206,412)
Other Uses	-	-	-	-
Net Increase/(Decrease) in Fund Balance	**$ (851,080)**	**$ (455,609)**	**$ (639,983)**	**$ (1,095,592)**
Beginning Fund Balance *(As of July 1, 2022)*	$ 47,077,719	$ 47,077,719		$ 47,077,719
Net Operating Results - Fund 199 & 198	*(851,080)*	*(455,609)*		*(1,095,592)*
Projected Ending Fund Balance	**$ 46,226,639**	**$ 46,622,110**		**$ 45,982,127**

Dripping Springs Independent School District
General Fund - Fund 199
Summary of Budget Transfers/Amendments
Budget Amendments/Transfers as of February 27, 2023

REVENUES:

Ref #	Offset Function	Organization	Amount	Description
			-	
57xx			642,452	Insurance Recovery Revenue-SSMS/SSES Flood Damage
TOTAL REVENUES			**$ 642,452**	

Other Resources

Ref #	Offset Function	Organization	Amount	Description
			-	
TOTAL TRANSFERS IN			**$ -**	

EXPENDITURES:

Function 11 - Instruction

Ref #	Offset Function	Organization	Amount	Description
			28,577	Campus/department requested budget transfers
TOTAL FUNCTION 11			**$ 28,577**	

Function 12 - Instructional Resources & Media

Ref #	Offset Function	Organization	Amount	Description
			-	
TOTAL FUNCTION 12			**$ -**	

Function 13 - Staff Development

Ref #	Offset Function	Organization	Amount	Description
			(28,950)	Campus/department requested budget transfers
TOTAL FUNCTION 13			**$ (28,950)**	

Function 21 - Instructional Administration

Ref #	Offset Function	Organization	Amount	Description
			(1,200)	Campus/department requested budget transfers
TOTAL FUNCTION 21			**$ (1,200)**	

Function 23 - School Administration

Ref #	Offset Function	Organization	Amount	Description
			(1,500)	Campus/department requested budget transfers
TOTAL FUNCTION 23			**$ (1,500)**	

Function 31 - Guidance & Counseling

Ref #	Offset Function	Organization	Amount	Description
			(700)	Campus/department requested budget transfers
TOTAL FUNCTION 31			**$ (700)**	

Dripping Springs Independent School District
General Fund - Fund 199
Summary of Budget Transfers/Amendments
Budget Amendments/Transfers as of February 27, 2023

Function 33 - Health Services

Ref #	Offset Function	Organization	Amount	Description
			-	
TOTAL FUNCTION 33			**$ -**	

Function 34 - Student Transportation

Ref #	Offset Function	Organization	Amount	Description
			(11,000)	Campus/department requested budget transfers
TOTAL FUNCTION 34			**$ (11,000)**	

Function 35 - Child Nutrition

Ref #	Offset Function	Organization	Amount	Description
			-	
TOTAL FUNCTION 35			**$ -**	

Function 36 - Co-Curricular Activities

Ref #	Offset Function	Organization	Amount	Description
			5,925	Campus/department requested budget transfers
TOTAL FUNCTION 36			**$ 5,925**	

Function 41 - General Administration

Ref #	Offset Function	Organization	Amount	Description
			48,000	Bond related costs (survey, cost estimator, election); department requested budget transfers
TOTAL FUNCTION 41			**$ 48,000**	

Function 51 - Plant Maintenance & Operations

Ref #	Offset Function	Organization	Amount	Description
			656,252	Flood mitigation expenditures for SSMS and SSES; Campus/department requested budget transfers
TOTAL FUNCTION 51			**$ 656,252**	

Function 52 - Security

Ref #	Offset Function	Organization	Amount	Description
			12,500	Campus/department requested budget transfers
TOTAL FUNCTION 52			**$ 12,500**	

Function 53 - Data Processing

Ref #	Offset Function	Organization	Amount	Description
			-	
TOTAL FUNCTION 53			**$ -**	

Dripping Springs Independent School District
General Fund - Fund 199
Summary of Budget Transfers/Amendments
Budget Amendments/Transfers as of February 27, 2023

Function 61 - Community Services

Ref #	Offset Function	Organization	Amount	Description
			968	Campus/department requested budget transfers
TOTAL FUNCTION 61			**$ 968**	

Function 71 - Debt Service

Ref #	Offset Function	Organization	Amount	Description
			-	
TOTAL FUNCTION 71			**$ -**	

Function 81 - Capital Outlay

Ref #	Offset Function	Organization	Amount	Description
			3,580	Building furniture & equipment costs
			569,983	Budget for portable buildings to be funded with GF Fund Balance
TOTAL FUNCTION 81			**$ 573,563**	

Function 91 - Contracted Instruction Services

Ref #	Offset Function	Organization	Amount	Description
			-	
TOTAL FUNCTION 91			-	

Function 99 - Other Intergovernmental Charges

Ref #	Offset Function	Organization	Amount	Description
			-	
TOTAL FUNCTION 99			**$ -**	

Other Expenses

Ref #	Offset Function	Organization	Amount	Description
			-	
TOTAL TRANSFERS IN			**$ -**	

Transfers Out

Ref #	Offset Function	Organization	Amount	Description
			-	
TOTAL TRANSFERS OUT			**$ -**	
TOTAL EXPENDITURES			**$ 1,282,435**	
INCREASE/(DECREASE) TO FUND BALANCE			**$ (639,983)**	

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: Consideration/Approval of Budget Amendments – 2018 Bond Funds

☐ Reports ☐ Discussion ☐ Consent ☒ Action

Presenter: Deputy Superintendent for Finance and Operations – Elaine Cogburn

Motion Language: I move that the Board of Trustees approve an amendment to the 2018 Bond Funds to increase the budget for portable buildings by $342,000 using project savings and interest earnings.

Policy: CCA (Legal) Local Revenue Sources: Bond Issues

Background: The Board of Trustees was presented with a financing plan for projects identified during planning of the November 2022 bond election and the most recently called May 2023 bond election. The identified projects have been updated to reflect pricing based on a revised timeline for construction and an increased need for portable buildings.

Portable costs for 2023-2024 are estimated at $1,533,742 for the purchase and installation of six additional portables to provide 12 classrooms for the 2023-2024 school year.

The Board previously approved $600,000 of remaining 2018 bond funds for the purchase of portable buildings following a recommendation from the Bond Advisory Committee to do so. An additional $933,742 is needed to get these six buildings ordered and installed this summer. The comprehensive recommendation is to use all cash remaining from the 2014 bonds (currently $21,865), an additional $342,000 from the 2018 bonds (per Bond Advisory Committee recommendation), and up to $569,983 of General Fund fund balance. The $342,000 from the 2018 bond program consists of $241,308 from current project savings and $100,692 from interest earnings on the funds invested. The amendment request at this time is follows:

- Move $241,308 from Contingency/Project Savings to project budget for portable buildings.
- Move $100,692 from Interest Earnings to project budget for portable buildings.

Attachments: N/A

Goals:

☐ 1.1 Build trust through meaningful and positive relationships ☐ 2.4 Plan for growth

- ☐ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods
- ☐ 1.3 Cultivate and manage community partnerships that are mutually beneficial
- ☐ 1.4 Build systematic connections among campuses and departments that are sustainable as the district grows
- ☒ 2.1 Provide resources to support district operations
- ☐ 2.2 Develop and formalize departmental operating procedures
- ☐ 2.3 Implement innovative solutions to address optional challenges
- ☐ 3.1 Develop, empower and sustain leaders who are committed to the vision and mission of the district
- ☐ 3.2 Recruit and hire personnel who are committed to the vision and mission of the district
- ☐ 3.3 Inspire and sustain personnel who are committed to the vision and mission of the district
- ☐ 3.4 Develop and support Personalized Professional Learning Plans aligned to the vision and mission of the district
- ☐ 4.1 Implement personalized learning
- ☐ 4.2 Establish a culture where personalized learning drives all decision making

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: Consideration/Approval of Use of Remaining 2014 Bond Funds

☐ Reports ☐ Discussion ☐ Consent ☒ Action

Presenter: Deputy Superintendent for Finance and Operations – Elaine Cogburn

Motion Language: I move that the Board of Trustees approve the use of all remaining cash from the 2014 bond authorization for the purpose of purchasing and installling portable buildings.

Policy: CE (Legal/Local) Annual Operating Budget

Background: A small amount of cash ($21,868.37) remains from the 2014 bond program. All projects authorized under the 2014 bond program have been completed and closed out. The administration recommends using these remaining funds towards the purchase and installation of portable buildings needed for the 2023-2024 school year.

Attachments: N/A

Goals:

- ☐ 1.1 Build trust through meaningful and positive relationships
- ☐ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods
- ☐ 1.3 Cultivate and manage community partnerships that are mutually beneficial
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Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: Consideration/Approval of Donated Funds

☐ Reports ☐ Discussion ☐ Consent ☒ Action

Presenter: Deputy Superintendent for Finance and Operations – Elaine Cogburn

Motion Language: I move that the Board of Trustees accept the cash donation offered to Rooster Springs Elementary.

Policy: CDC (Local) Other Revenues: Gifts and Solicitations

Background: Board policy CDC (Local) provides "The Board delegates to the Superintendent the authority to accept unsolicited gifts on behalf of the District. However, any gift with a cost or market value of $50,000 or more, any gift that the potential donor has expressly made conditional upon the District's use for a specified purpose, or any gift of real property, shall require Board approval.

A parent at Rooster Springs Elementary has submitted a check for $50,000 for the campus to use as desired. That donation is being used in conjunction with a PTA donation to add adaptive playground equipment.

Attachments: N/A

Goals:

- ☐ 1.1 Build trust through meaningful and positive relationships
- ☐ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods
- ☐ 1.3 Cultivate and manage community partnerships that are mutually beneficial
- ☐ 1.4 Build systematic connections among campuses and departments that are sustainable as the district grows
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Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: CSP 22-23-006 DSISD Network Equipment for Campus Portables

☐ Reports ☐ Discussion ☐ Consent ☒ Action

Presenter: Director of Technology- Cindi Wade

Motion Language: I move that the Board of Trustees award CSP 22-23-006, DSISD Network Equipment for Campus Portables, to Netsync in the amount of $61,946.22.

Policy: CH (Legal) CH (Local)

Background: The district released CSP 22-23-006 DSISD Network Equipment for Campus Portables requesting proposals for cabling and network electronics for upcoming portable installations. Responses were received from the following vendors:

- Netsync
- TFE Connect

Netsync scored highest in our evaluation process as the proposed solution that is the most cost-effective and best fits the needs of the district. The district intends to request Erate discounts on this project.

Attachments:

- Final Rating CSP 22-23-006 DSISD Network Equipment for Campus Portables
- CSP 22-23-006 Final Synopsis for Board

Goals:

☒ 1.1 Build trust through meaningful and positive relationships

☒ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods

☒ 1.3 Cultivate and manage community partnerships that are mutually beneficial

☒ 1.4 Build systematic connections among campuses and departments that are sustainable as the district grows

☒ 2.1 Provide resources to support district operations

☒ 2.4 Plan for growth

☐ 3.1 Develop, empower and sustain leaders who are committed to the vision and mission of the district

☐ 3.2 Recruit and hire personnel who are committed to the vision and mission of the district

☐ 3.3 Inspire and sustain personnel who are committed to the vision and mission of the district

☐ 3.4 Develop and support Personalized Professional Learning Plans aligned to the vision and mission of the district

- ☒ 2.2 Develop and formalize departmental operating procedures
- ☒ 2.3 Implement innovative solutions to address optional challenges
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Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: Consideration / Approval of Resolution 2023-08 to Pay Staff During Emergency District Closure

☐ Reports ☐ Discussion ☐ Consent ☒ Action

Presenter: Chief Human Resources Officer - Linda Hall

Motion Language: I move that the Board of Trustees adopt Resolution 2023-08 to pay staff during district emergency closure as described in said Resolution from January 31-February 3, 2023.

Policy: DEA (LOCAL) – Compensation and Benefits
EB (LOCAL) – School Closure

Background: Administration is recommending that the Board of Trustees adopt a resolution to pay district staff during the January 31-February 3, 2023, district-wide emergency closure activated by the Superintendent of Schools under Board Policy EB (LOCAL).

This recommendation does not negatively impact the operating 2022-2023 budget, as the payment of all contract work days for each employee is already an expense accounted for in the current year's budget.

Due to weather emergent factors experienced by the Dripping Springs community, the Superintendent was required to close the district and then extend the closure of DSISD from January 31-February 3, 2023.

The Resolution contemplates pay for employees in order to support the safety, morale, and retention of our staff during this time of unprecedented inclement winter weather requiring full and prolonged district closure.

Attachments:

- DSISD Resolution 2023-08 - Pay During Closure for 2023

Goals:

☐ 1.1 Build trust through meaningful and positive relationships

☐ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods

☐ 2.4 Plan for growth

☐ 3.1 Develop, empower and sustain leaders who are committed to the vision and mission of the district

- ☐ 1.3 Cultivate and manage community partnerships that are mutually beneficial
- ☐ 1.4 Build systematic connections among campuses and departments that are sustainable as the district grows
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DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT

Resolution #2023-08

A RESOLUTION TO PAY STAFF DURING EMERGENCY DISTRICT CLOSURE

WHEREAS, the Dripping Springs Independent School District Board of Trustees (the Board) is committed to compensating staff as the school operating budget allows regardless of unexpected district-wide closure, when financially feasible.

WHEREAS, the Board recognizes that the Superintendent of Schools, by her authority granted in Board Policy EB (LOCAL), initiated a district-wide emergency closure on January 31-February 3, 2023 for reasons of public health and safety due to inclement weather on these dates;

WHEREAS, the district has sufficient minutes built into the school year that these dates are not required to be made up for students and will not seek to use its bad-weather make-up days;

WHEREAS, the Board recognizes that this period of closure due to inclement weather will result in a detriment to staff regarding use of paid days off and/or unpaid days from January 31-February 3, 2023;

WHEREAS, the Board recognizes that the district closure would require staff, particularly hourly staff, to lose four days of pay, unless the Board approves pay during closure for these dates as described below;

WHEREAS, pursuant to Board Policy DEA (LOCAL), the Board desires to pay all employees scheduled to work on January 31-February 3, 2023, whose duties could not be completed due to emergency district closure;

WHEREAS, the Board has considered and declares that this decision will have no negative bearing on the operating budget for the 2022-2023 school year, as the budget already assumes full pay for all work days in the contract year for the employees of the district;

WHEREAS, the Board declares that adoption of such payment will serve the public purpose of supporting the safety, wellness, morale, and retention of district employees, and which will directly contribute to the success of the district's educational purpose;

WHEREAS, the Board also declares that adoption of such payment will serve the public purpose of saving money for four full days of operating costs within the district's operating budget;

WHEREAS, the Board declares that employees scheduled to work on January 31-February 3, 2023, are to be paid in full for scheduled workdays, despite the district-wide emergency closure;

NOW THEREFORE BE IT RESOLVED that the Dripping Springs Independent School District Board of Trustees approves and authorizes the Superintendent of Schools to pay all employees scheduled to work on January 31-February 3, 2023, whose duties could not be completed due to emergency district closure;

BE IT FURTHER RESOLVED that the Board finds the individualized determination through written resolution to pay employees scheduled to work January 31-February 3, 2023, as described above provides sufficient controls to ensure the intended public purposes stated herein are sufficiently accomplished and that the district will receive the return benefits herein described.

The above Resolution is passed and adopted this 27th day of February, 2023 by the Board of Trustees.

APPROVED: ATTEST:

Mary Jane Hetrick

President, Board of Trustees

Dr. Stefani Reinold

Secretary, Board of Trustees

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: Consideration / Approval of District Administrator Contracts

☐ Reports ☐ Discussion ☐ Consent ☒ Action

Presenter: Chief Human Resources Officer - Linda Hall

Motion Language: I move that the Board of Trustees approve district administrator contracts as recommended in writing by the Superintendent of Schools.

Policy: DC (LEGAL/LOCAL) Series - Employment
DK (LEGAL/LOCAL) – Assignments/Transfers

Background:
Each year, administrator contracts are reviewed and approved for the following year by either the Superintendent or the Board of Trustees as described in Board Policy DC (LOCAL).

This action item and corresponding recommendation sheet are for the Board's consideration and approval. HR will then deliver contracts pursuant to the Board's action this evening.

Attachments:
- 2023 Superintendent Administrator Contract Renewal Report

Goals:

- ☒ 1.1 Build trust through meaningful and positive relationships
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Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: Consideration / Approval of Notice of Board Election – May 6, 2023

☐ Reports ☐ Discussion ☐ Consent ☒ Action

Presenter: Holly Morris-Kuentz

Motion Language: I move that the Board of Trustees approve the notice of election for the May 6, 2023 board of trustees election

Policy: BBBA (Legal)

Background: Section 4.008 of the Texas Election Code requires a school district to deliver a notice of the election to the county clerk/elections administrator and voter registrar of each county in which the political subdivision is wholly or partly located no later than 60 days prior to election day. The deadline for the May 6, 2023 election is March 7, 2023. The attached notice will be delivered to both Hays and Travis Counties. Voting locations will be updated as information is received.

Attachments: Notice of Board Election – May 6, 2023

Goals:

- ☒ 1.1 Build trust through meaningful and positive relationships
- ☒ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods
- ☐ 1.3 Cultivate and manage community partnerships that are mutually beneficial
- ☐ 1.4 Build systematic connections among campuses and departments that are sustainable as the district grows
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NOTICE OF ELECTION FOR DRIPPING SPRINGS ISD TRUSTEE ELECTION

An election is hereby ordered to be held on May 6, 2023 for the purpose of electing two at-large school district trustees for Dripping Springs ISD (www.dsisdtx.us).

EARLY VOTING

For early voting, Hays County voters may vote at any of the locations on Exhibit A (to come) and Travis County voters may vote on any of the locations on Exhibit B (to come).

Hays County Voters:
Main Early Voting Place: Hays County Government Center 712 S. Stagecoach Trail, #1012 San Marcos, TX 78666
Early Voting Hours: • Monday, April 24, 8:00 am – 5:00 pm • Tuesday, April 25, 8:00 am – 5:00 pm • Wednesday, April 26, 8:00 am – 5:00 pm • Thursday, April 27, 8:00 am – 5:00 pm • Friday, April 28, 8:00 am – 5:00 pm • Saturday, April 29, 10:00 am – 2:00 pm • Monday, May 1 and Tuesday May 2 ○ main early voting site, 7:00 am – 7:00 pm ○ all other locations, 8:00 am – 5:00 pm

Travis County Voters:
Main Early Voting Place: Travis County Airport Office 5501 Airport Blvd. Austin, TX 78751
Early Voting Hours: • Monday, April 24, 7:00 am – 7:00 pm • Tuesday, April 25, 7:00 am – 7:00 pm • Wednesday, April 26, 7:00 am – 7:00 pm • Thursday, April 27, 7:00 am – 7:00 pm • Friday, April 28, 7:00 am – 7:00 pm • Saturday, April 29, 7:00 am – 7:00 pm • Sunday, April 30, 12:00 pm – 6:00 pm • Monday, May 1, 7:00 am – 7:00 pm • Tuesday, May 2, 7:00 am – 7:00 pm

ELECTION DAY VOTING

On Election Day, Hays County voters may vote at any of the locations on Exhibit A and Travis County voters may vote at any of the locations on Exhibit C (to come). Election Day (May 6, 2023) polling places are open from 7:00 am to 7:00 pm.

APPLICATION FOR BALLOT BY MAIL

Federal Postcard Applications and applications for ballot by mail must be received no later than April 24, 2023. Application for ballot by mail shall be mailed to:

Hays County Voters:
Hays County Elections Administrator Attn: Early Voting Clerk Hays County Government Center 712 South Stagecoach Trail, #1012 San Marcos, TX 78666 (512) 393-7310 elections@co.hays.tx.us https://hayscountytx.com/departments/elections/

Travis County Voters:
Travis County Airport Office Attn: Travis County clerk, Dana DeBouvier PO Box 149325 Austin, TX 78751 (512) 854-9188 elections@traviscountytx.gov https://countyclerk.traviscountytx.gov/departments/elections/

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: Approval of Founders Day Facility Use Agreement

☐ Reports ☐ Discussion ☒ Consent ☐ Action

Presenter: Holly Morris-Kuentz

Motion Language: I move that the Board of Trustees approve the Founders Day Facility Use Agreement.

Policy: GKC (Legal/Local)

Background: Each year, the City of Dripping Springs and the Lions Club enter into a Facilities Use agreement with DSISD regarding the use of DSISD property for Founders Day.

Attachments: Founders Day Facilities Use Agreement - 2023

Goals:

- ☒ 1.1 Build trust through meaningful and positive relationships
- ☐ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods
- ☒ 1.3 Cultivate and manage community partnerships that are mutually beneficial
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FOUNDERS DAY FESTIVAL
Facilities Use Agreement

This Founders Day Festival Agreement ("Agreement") is made and entered into on the 27th day of February 2023, by and between the CITY OF DRIPPING SPRINGS, TEXAS, a general law municipality ("CITY"), the DRIPPING SPRINGS LIONS CLUB, a Texas nonprofit corporation ("LIONS CLUB") and the DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT ("DSISD"). In this Agreement, the CITY, DSISD and LIONS CLUB are sometimes individually referred to as a "Party" and collectively referred to as the "Parties".

RECITALS:

WHEREAS, each year the Founders Day Festival ("Founders Day") is held in the City of Dripping Springs, Hays County, Texas; and

WHEREAS, CITY owns that certain 0.846 tract of land in the City of Dripping Springs, Hays County, Texas being more particularly described in *Exhibit "A",* attached hereto and incorporated herein as if fully set forth ("City Property"); and

WHEREAS, DSISD owns that certain property in the City of Dripping Springs, Hays County, Texas being further described in *Exhibit "B"*, attached hereto and incorporated herein as if fully set forth ("DSISD Property"); and

WHEREAS, LIONS CLUB desires to participate in Founder's Day and use the City Property and DSISD Property for festival activities; and

WHEREAS, subject to the terms and conditions hereinafter stated, CITY and DSISD agrees to allow LIONS CLUB to participate in Founders Day and use the City Property and DSISD Property; and

WHEREAS, the Parties desire to enter into this Agreement to set forth in writing their respective rights, duties, and obligations.

NOW, THEREFORE, WITNESSETH:

That for and in consideration of the mutual promises contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties mutually agree as follows:

ARTICLE I. **RECITALS**

1.01 The foregoing recitals are incorporated into this Agreement by reference as if expressly set forth herein.

ARTICLE II. DEFINITIONS

2.01 **Agreement** means this binding legal contract between the Parties. The Agreement includes any exhibits, addenda, and/or amendments. Any inconsistencies or conflicts in the contract documents shall be resolved by giving preference in the following order:

(a) This Agreement;
(b) exhibits.

2.02 **City** means the City of Dripping Springs, Hays County, Texas.

2.03 **DSISD** means the Dripping Springs Independent School District, Hays County, Texas.

2.04 **Effective Date** means the date upon which the binding signatures of all Parties to this Agreement are affixed.

2.05 **Force Majeure** means acts of God, strikes, lockouts, or other industrial disturbances, acts of the public enemy, orders of any kind from the government of the United States or the State of Texas or military authority, insurrections, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, restraint of the government and the people, explosions, or other causes not reasonably within the control of the party claiming such inability.

2.06 **Lions Club** means the Dripping Springs Lions Club, a Texas nonprofit corporation.

2.07 Certain other capitalized terms have the meanings given in the Recitals or section of this Agreement where first used.

ARTICLE III. TERM

3.01 This Agreement shall be effective on the Effective Date, and shall remain in full force and effect until 12:00 midnight April 30, 2023.

ARTICLE IV. OBLIGATIONS

4.01 Obligations of LIONS CLUB.

(a) LIONS CLUB agrees to review and comply with all rules and regulations adopted by CITY regarding Founders Day.

(b) LIONS CLUB agrees that the contractor for the carnival shall add CITY and DSISD to its insurance as additional named insureds and provide a copy to DSISD and the CITY as provided in Exhibit “C”.

(c) LIONS CLUB shall take reasonable steps to ensure that waste is not performed upon the DSISD Property, and that any damage to the grounds is limited to reasonable wear and tear. Any destruction, damage, or injury to DSISD property during the LIONS CLUB's use of the DSISD Property shall be cleaned and repaired by the LIONS CLUB.

(d) LIONS CLUB and CITY are obligated to remove and properly dispose of all litter, trash, and refuse on the DSISD Property as a result of the carnival.

(e) The LIONS CLUB's use of the DSISD Property on Friday shall not interfere with, or any way hinder, DSISD's use of the Administration Building, and access to the Administration Building from the rear of the building.

(f) LIONS CLUB shall take all steps necessary to prevent use of alcoholic beverages or tobacco products on the DSISD Property.

(g) LIONS CLUB shall review and comply with DSISD Facility Use Policy in *Exhibit* "C" attached hereto and incorporated herein as if fully set forth within. LIONS CLUB shall review and comply with DSISD policy GK.A (LEGAL) and policy GKD (LOCAL) as published on TASB website (http://www.tasb.org/po li cy/pol/private /l 059040 with the exception of the Facility Use Policy requirement to provide chaperons for children.

4.02 Obligations of DSISD.

(a) DSISD agrees to allow LIONS CLUB the use of the DSISD Property for Founders Day activities.

(b) DSISD agrees to allow LIONS CLUB the use of the DSISD Property beginning on Thursday, April 27, 2023 from 5:00 p.m. and remain on the premises until Sunday, April 30, 2023 until midnight.

(c) DSISD agrees that LIONS CLUB shall have sole control of the operation of the LIONS CLUB's carnival business and the Rotary Club's tent at Founders Day with the exception of one (1) booth area designated for DSISD Booth located on the Bridge Entrance to Carnival Area which shall be clearly marked by DSISD prior to arrival of carnival contractor and may not set up prior to Saturday April 29, 2023 at 6 a.m.

4.03 Obligations of CITY.

(a) CITY agrees to allow LIONS CLUB the use of the CITY Property for Founders Day activities.

(b) CITY agrees to allow LIONS CLUB the use of the CITY Property beginning on Thursday, April 27, 2023 from 5:00 p.m. and remain on the premises until Sunday,

April 30, 2023 until midnight.

(c) CITY confirms it will fully close Mercer Street from the intersection with US Highway 290 to the Mercer Street Bridge, beginning on Thursday, April 27, 2023 at 5:00 p.m. in accordance with the CITY's Traffic Control Plan.

(d) DSISD will be allowed to access the Administration Building driveway located on Sportsplex Drive on Friday, April 28, 2023 from 7:00 a.m. to 4:00 p.m.

(e) The CITY confirms that it has obtained liability coverage through the Texas Municipal League Intergovernmental Risk Pool, that covers its streets and public areas. Such liability coverage shall be made available to LIONS CLUB as a participant in Founders Day. Such liability coverage shall cover DSISD Property and name DSISD as additional insured.

(f) CITY agrees that LIONS CLUB shall have sole control of the operation of the LIONS CLUB carnival business at Founders Day.

(g) CITY agrees to post signs prohibiting the sale or consumption of alcohol and tobacco products on DSISD property.

(h) CITY agrees to restrict access to specific areas of DSISD property through the use of barricades as further depicted in *Exhibit "D"* attached hereto and incorporated herein as if fully set forth.

(i) CITY agrees to provide an appropriate official to guard and patrol the west gate entrance, as further depicted in *Exhibit "D.* "

ARTICLE V. NOTICES

5.01 All notices and other communications in connection with this Agreement shall be in writing and shall be considered given as follows:

(a) When delivered personally to the recipient's address as stated in this Agreement; or

(b) Three (3) days after being deposited in the United States mail, with postage prepaid to the recipient's address as stated in this Agreement.

Notice to LIONS CLUB:
Dripping Springs Lions Club

Attn: Sharon Kemp
P.O. Box 53
Dripping Springs, TX 78620

Notice to DSISD:
Dripping Springs ISD
Attn: Superintendent
PO Box 479
Dripping Springs, TX 78620

Notice to CITY:
City of Dripping Springs
Attn: City Administrator
PO Box 384
Dripping Springs, TX 78620

With Copy to:
Walsh Gallegos Trevino Russo & Kyle P.C.
Attn: Oscar Trevino
Centennial Towers
505 E. Huntland Dr.
Suite 600
Austin, Texas 78752

Any address or name specified above may be changed by a notice given by the addressee to the other party in accordance with this Article V.

The inability to deliver because of changed address of which no notice was given, or the rejection or other refusal to accept any notice, demand, or other communication, shall be deemed to be the receipt of the notice, demand or other communication as of the date of such inability to deliver or the rejection or refusal to accept.

Nothing contained herein shall be construed to restrict the transmission of routine communications between the Parties.

ARTICLE VI. TERMINATION & SUSPENSION

6.01 This Agreement may, by written notice given in the manner hereinafter provided, be terminated by:

(a) mutual written consent of the Parties; or

(b) CITY if a default or breach shall be made by LIONS CLUB or DSISD with respect to the due and timely performance of any of its covenants and agreements contained herein; or

(c) DSISD if a default or breach shall be made by LIONS CLUB or CITY with respect to the due and timely performance of any of its covenants and agreements contained herein.

6.02 No termination of this Agreement, whether pursuant to Section 6.01 above or otherwise, shall terminate or impair any claim by CITY or DSISD against LIONS CLUB based upon any breach of this Agreement.

In the event CITY or DSISD terminates under this section, the following shall apply: Upon CITY's or DSISD's delivery of the referenced notice to LIONS CLUB, LIONS CLUB shall discontinue all services in connection with the performance of this Agreement and shall proceed to cancel promptly all existing orders and contracts insofar as such orders and contracts are chargeable to this Agreement. The Parties agree that LIONS CLUB shall be solely responsible for any payments due to any subcontractors.

ARTICLE VII. GENERAL PROVISIONS

7.01 **Assignment.** The Parties each hereby bind themselves, their successors, assigns and legal representatives to each other with respect to the terms of this Agreement. This Agreement, any part thereof, or any interest herein shall not be assigned by LIONS CLUB without the express written consent of the CITY and DSISD.

7.02 **Waiver.** No covenant or condition of this Agreement may be waived without consent of the Parties. Forbearance or indulgence by the CITY or DSISD shall not constitute a waiver of any covenant or condition to be performed pursuant to this Agreement.

7.03 **Venue & Enforcement.** This Agreement shall be enforceable in Dripping Springs, Texas, and if legal action is necessary by any of the Parties with respect to the enforcement of any or all of the terms or conditions of this Agreement, exclusive venue for same shall lie in Hays County, Texas. This Agreement shall be governed by and construed in accordance with the laws and court decisions of the State of Texas.

7.04 **Exclusive agreement.** This document, and all appended documents, constitutes the entire Agreement between the Parties. This Agreement may only be amended or supplemented by mutual agreement of the Parties in writing.

7.05 **Severability.** The invalidity, illegality, or unenforceability of any prov1s1on of this Agreement, or the occurrence of any event rendering any portion or provision of this Agreement void, shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision held to be void. The Parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision.

The provisions of this section shall not prevent this entire Agreement from being void should a provision which is of the essence of this Agreement be determined void.

7.06 Force Majeure. Neither CITY, DSISD, nor LIONS CLUB shall be deemed in violation of this Agreement if it is prevented from performing any of its obligations hereunder by reasons for which it is not responsible as defined herein. However, notice of such impediment or delay in performance must be timely given, and all reasonable efforts undertaken to mitigate its effects.

7.07 Multiple Counterparts. This Agreement may be executed in multiple counterparts, any one of which shall be considered an original of this document; and all of which, when taken together, shall constitute one and the same instrument.

7.08 Independent Status. LIONS CLUB is independent, and is not CITY's or DSISD's employee. LIONS CLUB's employees or subcontractors are not CITY's or DSISD's employees. This Agreement does not create a partnership, joint venture or agency, express or implied, nor any employer-employee, or borrowed servant relationship by and among the parties.

7.09 Indemnification. LIONS CLUB shall defend (at the option of CITY or DSISD), indemnify, and hold CITY and DISISD, their successors, assigns, officers, employees and elected officials harmless from and against all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, attorney's fees, and any and all other costs or fees arising out of, or incident to, concerning or resulting from the fault of LIONS CLUB, or LIONS CLUB's agents, employees, subcontractors, invitees, guest or trespasser in the performance of LIONS CLUB's obligations under this Agreement, no matter how, or to whom, such loss may occur. Attendees at the Founders Day Festival shall be deemed an invitee for purposes of this Section 7.09 indemnification. Nothing herein shall be deemed to limit the rights of CITY, DSISD or LIONS CLUB (including, but not limited to the right to seek contribution) against any third party who may be liable for an indemnified claim.

7.10 Compliance with Laws & Ordinances. LIONS CLUB, its agents, employees and subcontractors shall use best efforts to comply with all applicable federal and state laws, the Ordinances of the City of Dripping Springs, as amended, and with all applicable rules and regulations promulgated by local, state and national boards, bureaus and agencies.

7.11 Third Party Beneficiaries. For purposes of this Agreement, including its intended operation and effect, the Parties specifically agree that: (1) the Agreement only affects matters/disputes between the Parties to this Agreement, and is in no way intended by the Parties to benefit or otherwise affect any third person or entity, notwithstanding the fact that such third person or entities may be in a contractual relationship with the CITY, DSISD or LIONS CLUB; and (2) the terms of this Agreement are not intended to release, either by contract or operation of law, any third person or entity from obligations owing by them to either the CITY, DSISD or LIONS CLUB.

7.12 Governmental Immunity. Nothing in this Agreement shall be deemed to waive, modify or amend any legal defense available at law or in equity to either the CITY or DSISD. Neither the CITY nor DSISD waives, modifies, or alters to any extent whatsoever the defense of governmental immunity pursuant to the laws of the state of Texas.

7.13 Standard of Care. LIONS CLUB represents that it employs or contracts with trained, experienced and competent persons to perform all of the services, responsibilities and duties specified herein and that such services, responsibilities and duties shall be performed in a manner according to generally accepted industry practices.

7.14 Authority to Act. The Parties each represent and warrant that the signatories on this Agreement are authorized to execute this Agreement. Each party warrants that any action required to be taken in order for this Agreement to be binding on it has been duly and properly taken prior to the execution of this Agreement.

IN WITNESS WHEREOF, the Parties to these presents have executed this Agreement on the dates indicated.

CITY OF DRIPPING SPRINGS:

Bill Foulds, Jr., Mayor

ATTEST:

Andrea Cunningham, City Secretary

DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT:

Dr. Mary Jane Hetrick

Attest:

Stefani Reinold, Board Secretary

DRIPPING SPRINGS LIONS CLUB:

Denise Nemanich, President

Doug Marsh, Lions Club President

Sharon Goss, Lions Club Secretar

COMMITMENT

The primary purpose or function of public school facilities is to provide quality educational environments conducive to the learning of the students they serve. Dripping Springs Independent School District (DSISD) also supports the physical and moral character development of its students through after school activities, and supports the growth and development of the citizens of the Dripping Springs community. To accomplish this, DSISD encourages the use of school buildings and grounds by the community for educational, recreational, civic and cultural activities to the extent possible under public school laws and regulations. Accordingly, community use of school buildings and grounds is subject to the needs and convenience of the District and shall be permitted so long as such use does not conflict with the District's use of school buildings and grounds for public school purposes and activities, with state and federal laws, with local ordinances or with the proper care and maintenance of school facilities and grounds. Facilities may not be used by outside organizations without a valid facility use application.

The Dripping Springs ISD is a tax-supported non-profit organization established to serve the students and youth residing within the boundaries of the District. DSISD may, therefore, differentiate among various categories of organizations/groups (such as youth groups, non-profit organizations, for-profit organizations, and civic groups) in establishing the fees charged. All organizations/groups within the same category shall be offered fair and equal access to DSISD facilities

GROUPS

District Sanctioned School Functions

District Sanctioned School Function groups shall mean approved student groups/clubs or parent organizations affiliated with a particular school or the district.

Youth Groups

Youth Groups shall mean any 501c3 group or organization intended to serve young people of school age. DSISD policy GKD (LEGAL) / GKD (LOCAL) states that in order for an organization to qualify for the DSISD youth group rate, 85 percent of the total participants of the organization must be DSISD students and a ***complete roster of the student participants and the campus they attend is required to accompany the request***.

Non-Profit Organizations

The term **"Non-Profit Organization"** shall mean any civic, service, religious or charitable agency, association, organization, corporation, or partnership which is not engaged in a business or enterprise to produce income or a financial gain and which has obtained 501c3 status from the IRS (Internal Revenue Service). This definition is not intended to preclude a non-profit organization from engaging in fund-raising activities or charging fees for services simply to defray the organization's costs or for charitable purposes.

For-Profit Organizations

The term **"For-Profit Organization"** shall mean any partnership, association, organization or corporation engaged in a business for profit, which desires to use a school facility to engage in a profit-making enterprise for its owners, members, officers, directors, or stockholders.

GENERAL REQUIREMENTS

A responsible representative of a group or organization desiring to use a school facility shall submit a completed Dripping Springs ISD *Facility Use Application,* after reviewing the Dripping Springs Facilities Use Policy, to the Facility Use Department at least 21 days and no more than 6 months prior to the desired date.

The items listed below are required for approval for scheduling non-school events in Dripping Springs ISD facilities.

- A completed Dripping Springs ISD *Facility Use Application.*
- A copy of the organization's insurance policy in the name of the organization listing Dripping Springs ISD as additionally insured and/or the certificate holder.
- All 501c3 non-profit entities shall provide a copy of their *Letter of Determination* from the IRS.

In addition to complying with the terms and obligations set forth in this Policy, the Applicant/Lessee must also comply with all applicable laws, regulations, policies and guidelines. The application incorporates the terms and conditions of this Policy and any Amendments. Amendments or modifications to this Policy shall be in writing and signed by both parties.

An Applicant/Lessee's completion of the Dripping Springs ISD Facility Use Application ("application") does not constitute authorization for use nor does it assure availability of the facility as requested by the Applicant/Lessee. Dripping Springs ISD Board Policies (GKD (LEGAL) and GKD (LOCAL) are available through the Dripping Springs ISD website, or may be provided to any Applicant/Lessee upon request.

Application Filing
Application must be filed no less than 21 days and no more than 6 months prior to the requested date(s) of use. Any use of school facilities can be cancelled at the discretion of the DSISD without advance notice, if the activities are determined to be in conflict with district activities. In the case of inclement weather or other extenuating circumstances, District personnel will determine field conditions and use of district facilities on the day of the event. In the case of cancellation by the District, the district assumes no liability other than the return of any previously paid fees for unused facilities. The District shall **not** be obligated to locate and/or provide substitute space for an approved organization should the space be required by an approved organization with a higher priority.

Rental Cost and Fees for Use of Facilities
All payments must be mailed or made in person at the Dripping Springs ISD Facility Use Department, 510 West Mercer Street, P.O. Box 479, Drippings Springs, Texas 78620-0479. **No** DSISD employee is authorized to accept tips, gratuities or wages directly from the Applicant or lessee.

Applicant will be charged for all dates and times scheduled, unless a cancellation notice of at least five (5) working days is received.

The organization's authorized representative who signs this application/Policy agrees to pay all rental fees within 30 days of the date of statement.

A six percent (6%) penalty may be added to the total rental cost for payments 30 days past due of the statement date. Failure to pay rental fees and any penalty assessed as provided herein may result in the loss of rental privileges.

Insurance Requirements
The Applicant/Lessee must provide an *Accord Certificate of Insurance* with types and limits of insurance given at the time of submission of the Rental Application. Applications received without an accompanying Accord Certificate of Insurance will be declined and returned. (See Page 7 titled *Dripping Springs ISD Schedule of Minimum Insurance Requirements*)

The Accord Certificate of Insurance shall name Dripping Springs ISD as "Certificate Holder". The Accord Certificate of Insurance must provide coverage for the whole term of the Rental Application. Dripping Springs ISD reserves all rights to accept or deny proposed coverage based on type, limits and the named underwriter.

Non-Profit Status verification requirement
All 501c3 non-profit corporations shall provide a copy of their *Letter of Determination* from the IRS. The Applicant/Lessee acknowledges by this signed application that the Applicant/Lessee's organizational officer(s) understand and accept the personal liability required under the "Charitable Immunity and Liability Act", and accept all applicable personal liability for the Applicant/Lessee's use of school facilities and properties.

Religious Organization
A religious organization must meet the definition of a church under the Internal Revenue Code, 170(b)(1)(A)(I).

ADA Compliance
Applicant/Lessee hereby agrees, warrants and represents that Applicant/Lessee will comply with the Americans with Disabilities Act at least to the same extent DSISD would be required to comply with such act. Applicant/Lessee will indemnify and hold harmless DSISD and its officers, employees and agents for, from and against any and all claims by third parties alleged against DSISD for alleged violations of the Americans with Disabilities Act relating to Applicant/Lessee's operations, programs and/or failure to make accommodations.

Health Requirements
All food servings must be in compliance with Texas Health and Safety Code (HSC), Chapter 438, Subchapter G. A temporary food permit from the City of Dripping Springs Sanitarian Department or Hays County Development Services Division may be required. (See *Do You Need A Temporary Food Event Permit?*)

Distribution of Literature
Distribution of written or printed materials, handbills, photographs, films, or other visual or auditory materials shall not be sold, circulated, distributed, or posted on any District premises except in accordance with DISD Policy GKDA (LEGAL) and GKDA (LOCAL).

Community Education Department
The following activities conducted on or in any district facility shall be coordinated through the District's Community Education Department in accordance with District Program Guidelines and Procedures:

- Private Instruction or Coaching (Individual or Group)
- Camps
- Classes
- Clinics
- Recreational or Competitive Team or League
  (including Youth Sports, AAU, 7-on7 and other such groups)

Conditions of Facility Use
By submitting an application for review and approval, the Applicant/Lessee agrees to all of the following terms and conditions of facility use:

- Applicant/Lessee and any of its officers, employees, volunteers, agents, guests, and invitees shall comply with all applicable federal, state, and local laws, regulations, and rules and with all Dripping Springs ISD policies, regulations, and guidelines.
- The Applicant/Lessee using district facilities shall guarantee **orderly behavior** of any and all persons using the facilities and shall be **liable for any property damage or personal injury that occurs as a result of their use and for any personal injury**.
- All trash or recycling container pick-ups, other than those normally scheduled, which are required as a result of the Applicant/Lessee's event will be paid for by the Applicant/Lessee.
- Custodial cleaning shall be scheduled by the Dripping Springs ISD Facilities Department and paid for by the Applicant/Lessee. Applicant/Lessee shall not be permitted to opt out of custodial services required by Dripping Springs ISD.
- All District owned specialized equipment (projectors, PA systems, computers, lighting equipment, bleachers, etc.) will be operated only by Dripping Springs ISD employees. Additional fees for staff and equipment will apply for these services.
- Permission to use the facility or any portion thereof shall not be transferred to a third party.
- Representative(s) specified on the Application as responsible for the leased facilities shall be present at all times during the event.
- The number of participants shall not exceed the capacity of the facility, as established by Dripping Springs ISD.
- Usage and users are restricted to the area leased.

- No furniture, fixtures or equipment shall be removed from any building or rearranged between rooms and facilities except Facility Use Coordinator as scheduled by the Facility Use Coordinator.
- Food and drinks shall be consumed only in areas designated for such use and only after receiving prior written approval for such consumption from the Facility Use Coordinator. All food and drinks must be removed and the area left clean.
- An Applicant/Lessee that wishes to sell or serve food at a DSISD Facility shall receive prior approval of such from the Facility Use Coordinator. All food servings must be in compliance with the Texas Health and Safety Code, Chapter 438. Such compliance is the responsibility of Applicant/Lessee. A temporary food permit from the City of Dripping Springs Sanitarian Department or Hays County Development Services Division may be required.
- Permission to sell any product in any facility during the rental period must be obtained from the Facility Use Coordinator prior to the execution of the Policy.
- No smoking, tobacco use, drugs or alcoholic beverages are allowed on Dripping Springs ISD property.
- The use of decorations of any type must have prior approval from the Facility Use Coordinator. The user shall not drive staples, nails, tacks or screws into the floors, walls, ceilings, furniture or any other school property. The user shall not use duct tape, packing tape, strapping tape, or foam mounting tape on any surface. Painter's tape should be used where tape is necessary.
- The Applicant/Lessee shall not paint, wallpaper, mark or deface any school property.
- Use of Dripping Springs ISD kitchens will only be allowed under the supervision of an employee of the DSISD Child Nutrition Department and must be paid for by the Applicant/Lessee.
- Open flames (other than on properly permitted food trucks) are not allowed on any Dripping Springs ISD property.
- Firearms, weapons, or explosives are not allowed on Dripping Springs ISD property.
- Under no circumstances shall unattended vehicles be allowed to park in fire lanes, by fire hydrants, blocking driveways/gate, in handicap spaces, in handicap accessible routes or other unauthorized areas such as sidewalks, parking islands or playfields.
- Organizations using school facilities are responsible for enforcing all restrictions.
- Applicant/Lessee may place no more than two signs advertising Lessee's use on the property where the Dripping Springs ISD leased facility is located. Such signage must be pre-approved by the Facility Use Coordinator, and shall not cover any sign erected by Dripping Springs ISD. Applicant/Lessee signage shall not be erected more than one hour prior to and not more than 30 minutes after Applicant/Lessee's use of the facility.
- Applicant/Lessee shall provide security as determined by the Dripping Springs ISD Facility Use Department during the full course of the event. The cost for specialized personnel, such as police or parking lot attendants, will be billed to Applicant/Lessee. Custodians and other required personnel will not be considered as security.
- Due to safety and health concerns, no animals are allowed at events, including dogs (except for service dogs for the visually impaired).
- Rental fee will be assessed from the time the facility is opened until it is closed or vacated.

In addition to the above, for the use of gymnasiums, fields, cafeterias stages and auditoriums, the following restrictions apply:

- Organizations will be required to provide adult supervision during all events at the ratio of one adult for every 25 children participating in the event.
- The user, its guests and invitees shall wear appropriate athletic shoes when using gymnasiums for any purposes.
- Food and/or drinks are not allowed in any gymnasium or auditorium.

- All groups and organizations using any of the DSISD playfields, playgrounds or other outdoor facilities are expected to adhere to the DSISD Integrated Pest Management Program. For any pest control issues contact the Facilities Department (512.858.3013).
- All Turf Guidelines must be followed for the use of DSISD turf fields.
- Applicant shall obtain prior written approval before using or contracting to use tents, or inflatable moonwalkers, inflatable slides, water slides, animal rides, petting zoos, carnival attractions, wild animals, reptiles and other amusement like items on District property.

Conditions for Dripping Springs High School Auditorium

- The DSHS Auditorium has a fixed conventional lighting rig and sound system with a limited selection of wired microphones that are included in the cost of the rental. Any other special technical needs (i.e. mirror balls, black lights, etc.) are to be provided by the Applicant/Lessee.
- The rental rate shall be the same for set-up, rehearsals, and performances.
- Technicians must be employees of Dripping Springs ISD.
- If the Auditorium Manager deems it necessary to have additional labor, each additional employee shall be paid for by the sponsoring organization.
- Adequate security may be required for the actual event and is contracted by DSISD with the Hays County Sheriff's Office. Security may not be contracted directly by the Lessee.
- Permission to sell any other type of product in the DSHS Auditorium during the rental period must be obtained from the Facility Use Coordinator prior to the execution of the rental contract.
- Each audience member must be seated in a fixed chair prior to the start of the performance and may never be seated in an aisle. Audience members in wheelchairs must be accommodated in the designated accessible seating areas.
- No food or drink of any kind is allowed in the auditorium itself.
- Fire, pyrotechnics, candles, open flames, or confetti of any type are strictly prohibited.

Criminal Background Checks

Approved organizations agree to prohibit employees, agents or others who have been convicted of: (a) a felony under Penal Code Title V; (b) an offense requiring registration as a sex offender under Code of Criminal Procedure, Chapter 62; or (c) an offense under the laws of another state equivalent to (a) or (b), above, from providing services, programs or training to public school age children in connection with use of District property.

No waiver of Immunities

Nothing in this Policy waives or alters any immunities provided DSISD, its employees, agents or officers, under Texas or federal law.

Indemnity provision

Applicant hereby agrees to and shall indemnify, defend and hold harmless Dripping Springs ISD, its agents, trustees, officers and employees from and against any and all suits, actions, losses, damages, liability and claims of any character, type, or description (including without limitation court costs and attorney's fees, and all such other expenses of litigation or counter suits) brought or made for or on account of any injuries or damages received or sustained by any person or persons or property arising out of or occasioned by or connected with the use of Dripping Springs ISD's facilities by Applicant/Lessee, its agents, officers, employees or invitees. **Such indemnity shall apply where the above referenced suits, actions, losses, damages liability or claims arise in whole or in part from the negligence of Dripping Springs ISD.** Applicant/Lessee agrees to and shall insure the obligations under this provision in the amounts specified pursuant to this Policy.

Waiver of Subrogation
Applicant/Lessee waives all rights against Dripping Springs ISD and its agents, trustees, officers, and employees, for damages or losses to the extent that such damage or loss is reimbursed by any insurance in effect during the use of Dripping Springs ISD's facilities, regardless of whether such damage or loss arises out of or is caused by negligence of Dripping Springs ISD, or its agents, trustees, officers and employees. It is the intention and agreement of both parties that the rental reserved by Applicant/Lessee have been fixed in contemplation that Applicant/Lessee shall look to its insurance carrier(s) for reimbursement of any such loss, and further that the insurance carrier involved shall not be entitled to subrogation under any circumstances against Dripping Springs ISD. Applicant/Lessee shall have no interest or claim in Dripping Springs ISD's insurance policies, or the proceeds thereof.

MISCELLANEOUS

Entire Policy
This Policy contains the entire agreement between the parties relating to the rights herein granted and the obligations herein assumed, and supersedes any and all other agreements between the parties, whether verbal or written with regards to the subject matter herein. Any oral representations or modifications concerning this instrument will not be of force and effect. All amendments, modifications, or supplements must be in writing and signed by both parties.

Governing Law
This Policy shall be governed by, interpreted by, and construed in accordance with the laws of the State of Texas without regard to its choice of law provisions. Exclusive venue for any dispute relating to this Policy or the subject matter hereof shall be in the court of competent jurisdiction located in Hays County, Texas.

Assignment
The Policy shall not be assignable by Applicant/Lessee in whole or in part without the prior written consent of Dripping Springs ISD.

Severability
Any provisions of this Policy that shall prove invalid, void or illegal shall in no way affect, impair, or invalidate any other provision hereof and such other provision shall remain in full force and effect.

DSISD **Schedule of Minimum Insurance Requirements**

The following information is provided to inform the Applicant/Lessee of insurance requirements to be provided and approved prior to use of any Dripping Springs ISD facility.

Dripping Springs ISD does not purchase liability insurance for death, property damage, personal injury, or the operation of a motor vehicle by a member of the Applicant/Lessee's organization, for the use of school property.

The Applicant/Lessee must provide an *Accord Certificate of Insurance* with types and limits of insurance given below. **The *Accord Certificate of Insurance* shall name Dripping Springs Independent School District as a Certificate Holder.** Dripping Springs ISD reserves all rights to accept or deny proposed coverage based on type, limits and the named underwriter.

All insurance coverage must be produced by an insurance agent licensed by the State of Texas Board of Insurance, and underwritten by an insurance company that has a minimum A rating in the current *Best Book*, is authorized to underwrite insurance in the State of Texas by the State Board of Insurance or its designee, and is acceptable to Dripping Springs ISD. The insured shall be the named Organization. **Dripping Springs ISD should be listed as "Additional Insured" using the address of the Administration Offices at 510 W. Mercer St., Dripping Springs TX 78620.** The Accord Certificate of Insurance shall include amounts of each deductible and all exclusions. The Accord Certificate of Insurance must provide coverage for the whole term of the Policy for use of Dripping Springs ISD facilities. Dripping Springs ISD reserves the right to reject at any time a Certificate of Insurance submitted by an organization.

Commercial General Liability Insurance containing all coverage set out in the basic policy in Texas including Products and Completed Operations, Contractual, Personal and Advertising Injury, Explosion Collapse and Underground Property Damage Hazard; insurance shall provide limits of:

Policy Aggregate:	(At least) $1,000,000 or state "NONE"
Each Occurrence:	(At least) $1,000,000
Products/Completed Operations Aggregate:	(At least) $1,000,000
Fire Damage:	(At least) $ 50,000

Automobile Liability Insurance:
Combined Single Limit: (At Least) $500,000
(Required if the organization owns vehicles and will be using them on school property.)

Workers Compensation (At least) $100,000
(Required if the organization has employees who will be performing manual labor of any kind on school property.)

Food Truck Policy

District Fundraisers
In the case of an approved fundraiser benefiting a PTO, booster club or student group/club, the fundraising group must negotiate with the food truck vendor for a percentage of proceeds from food truck sales to be donated to the fundraising organization/group.

- A fundraiser form must be approved by Business Services stating percentage of proceeds to be donated and estimated proceeds from the event. Percentage must comply with minimum profit levels of $500/$1,000 according to fundraising procedures stated in the DSISD Business Office Procedures Manual.
- No fee will be charged to the food truck vendor(s) if they are donating a percentage of their proceeds to the fundraising organization/group.
- Food truck vendors must contact the Facility Use office to complete a facility use form and submit with date/time of operation and the following documentation:
    - Certificate of liability insurance on an Acord Certificate listing DSISD as additional insured. See page 7 of Facility Use Agreement for minimum limits of coverage.
    - Copy of valid city/county permits. Link: *Food Truck Permit*
    - Proof of annual inspection by Hays County Fire Department for propane and open flame burners.

One Day and Recurring Event Rentals
Food truck rentals on District property will be assessed a flat rate fee per day.

1-6 hours: $50
7+ hours: $100

Food truck vendors must complete a Facility Use Application and submit to Facility Use office with date/time of operation and the following documentation:

- Certificate of liability insurance on an Acord Certificate listing DSISD as additional insured. See page 7 of Facility Use Agreement for minimum limits of coverage.
- Copy of valid city/county permits, and clear posting of permit in windshield of the vehicle. Link: *Food Truck Permit*
- Proof of annual inspection by Hays County Fire Department for propane and open flame burners.

Food truck vendors will be responsible for removal of any grease or spills on paved areas, or will be assessed a $100 cleaning fee for DSISD maintenance to remove the spill.

Food trucks will not be permitted to operate during school breakfast and lunch hours, or during competing school group and booster club fundraisers.

Food truck applications will be subject to additional District approval based on the type of event.

Risk Management Safety Information

When using our facilities all Fire Codes must be followed. The fire marshal can impose a $500-$2,000 fine per incident to the user.

Please make sure that you are compliant with the following:

- Do not cover/block exit signs, doorways, fire extinguishers, strobe lights, or smoke alarms
- Do not move or place anything in the hallways
- Use only the room/rooms that you requested
- If you use extension cords, make sure they are the heavy-duty type. They must be unplugged when not in use
- If the fire alarm goes off, please evacuate everyone in the building immediately: Do not reset alarm.

We appreciate your cooperation in this matter. If you have any questions or concerns please do not hesitate to call the following personnel at any time:

Jennifer Minigh, Facility Use Coordinator	512.858.3046
Curt Marek, After Hours Events	512.800.2212
Steve Randel, Maintenance Supervisor	512.858.3084

Safety is our Priority
Please help us keep our schools and children safe!

Remember, an illegally parked vehicle may impede medical emergency access. Don't be responsible for any delays; it could be for your child or family member.

Please do not park in fire lanes, by fire hydrants, blocking driveways, in handicap spaces, or in handicap accessible routes.

All groups using any DSISD facilities and grounds are responsible for keeping all emergency access clear at all times.

Lightning Warning

Lightning is a severe hazard that must be viewed seriously. Everyone should immediately seek shelter any time they believe lightning threatens them, even if a signal has not been sounded.

IF YOU REMAIN OUTDOORS AFTER THE WARNING IS ISSUED, YOU DO SO AT YOUR OWN RISK AND SUBJECT ALL PARTICIPANTS AND ATTENDEES IN YOUR CARE TO DANGER!

All youth organizations using a DSISD outdoor facility are expected to abide by the following tips as part of the Facility Use Policy for DSISD Facilities.

Lightning Safety Tips

SEEK
- Large buildings
- Automobiles/Buses

AVOID
- Open areas
- Water
- Tall trees
- Metal fences
- Overhead wires and power lines
- High ground areas
- Telephone and cellular phones
- Radios
- Small, unprotected shelters

Integrated Pest Management Program

The Texas State Legislature passed legislation requiring **ALL** school districts to have an Integrated Pest Management program adopted by September 1, 1995. Integrated Pest Management, or IPM, is simply a strategy that relies on a combination of the best available control tactics, with an emphasis on the least hazardous methods, to effectively and economically reduce pests. IPM relies heavily on information about the pest, and its changes in population to devise accurate and targeted control strategies that require minimal, or no, use of pesticides. IPM is a collaborative effort involving administrators, teachers, students, facilities staff and pest control operators, among others.

Per DSISD Board Policy, CLB (LOCAL), In accordance with Part 4, Title 7 of the Administrative Code and Chapter 1951 of the Occupations Code, the District's IPM program shall govern the District's use of pesticides, herbicides and other chemical agents for the purpose of controlling pests, rodents, insects and weeds in and around District facilities. The Superintendent shall designate the IPM coordinator(s), who shall be registered with the Texas Department of Agriculture. The IPM coordinator(s) shall receive training in accordance with law.

No other employee or other person or entity shall be permitted to apply a pesticide or herbicide at a school facility without the prior approval of the DSISD IPM coordinator and other than in the manner prescribed by law and the District's Integrated Pest Management program.

Turf Field User's Responsibilities

Major areas of responsibility: Keeping the turf clean and preventing physical damage. Users are responsible for their players as well as their spectators.

Cleanliness: Because the turf is not regenerated like natural grass, anything left on the turf remains there, posing health and safety hazards as well as general degradation of the turf.

Prohibitions

- No food of any kind, including seeds
- No gum
- No nuts or peanuts (a serious allergy risk to others)
- No soda; no sports drinks; no tobacco products; no alcohol
- No water is to be sprayed on artificial turf fields
- No introductions of sand or fills on the field.
- No dogs or other animals (advise your spectators)
- No storage of equipment
- No golfing, javelin throwing and no use of long spike track shoes
- No open flames of any kind, including fireworks and welding, etc.
- No roller blades, roller skates, skateboards, bicycles, tricycles or any other wheeled apparatus shall be allowed on the artificial turf field.
- Any equipment used on the field must be lifted and carried for placement - **DO NOT DRAG**-(i.e. hurdles). Protect the turf surface from sharp or pointed edges of objects or equipment placed on the field. When goals or other equipment are moved, they should be carried or moved on wheels. ***Dragging goals, such as lacrosse or soccer goals, will damage the turf.***
- Maximum length for cleat spikes is 1/4"; 3/16" is preferred.
- Motorized vehicles are not permitted on the turf (except approved maintenance vehicles). If an ambulance or other emergency vehicle must traverse the turf, try to caution the driver to be extremely careful when starting, stopping and turning (should make slow wide turns). A wood block should be placed at the curb to smooth the transition on and off the turf.

Violation of these guidelines may be cause for expulsion from District property and/or loss of rental privileges. Any repair cost will be billed to the renter.

Clean-up

1. You are responsible for leaving the field as clean as you found it. When you are done, you must police the field and remove anything left by your players or spectators, such as trash, athletic tape or equipment. Be very careful to remove all mouth guards left by players (a biological hazard). Have your players police the field in a line at the end of their event. Ask the visiting team to assist.
2. Spills should be removed as quickly as possible. Thoroughly rinse any cleaning attempts to avoid slippery areas that could result in injury.

Other Notes

1. Please encourage your players not to spit.
2. Spilled drinks should be thoroughly rinsed into the turf with clean water.
3. If a school custodian is assigned to your event, contact the custodian for assistance.
4. For serious matters call police dispatch.
5. Notify Facility Use Department if any areas of the turf are damaged or deficient.

DO YOU NEED A TEMPORARY FOOD EVENT PERMIT?

Festivals, parades, celebrations and other special events contribute to the quality of life. Most of these events also feature food for sale or distribution. These Temporary Food Events (TFE), such as traveling fairs and carnivals, circuses, multicultural celebrations, special interest fundraisers, restaurant food shows, and other gatherings, have become extremely popular and are held with increasing frequency in our community. Many of these TFE can involve extensive preparation and processes that include the cooking and advance preparation of food prior to service. Anytime food is being handled there is a possibility of the food becoming contaminated. Some foods such as raw meats and poultry can be contaminated prior to obtaining them. It is estimated that 76,000,000 cases of food borne illnesses occur every year and there are emerging illnesses and drug resistant bacteria that are increasing the hazards. No one wants to make anyone ill and with this in mind the Texas Food Establishment Rules (TFER) provide guidelines for permitting and food safety standards for all food establishments. The Texas Department of State Health Services has established procedures that can assist with the advanced planning and management of TFE. We ask for your support in promoting these food safety practices.

The City of Dripping Springs Sanitarian Department/Hays County Development Services Division may require individuals or organizations to obtain a temporary food service permit for any event in which they are offering food for public consumption.

If you can answer "Yes" to any of the following questions you may need to obtain a temporary food service permit.

1. Is the general public invited to the event?
2. Can a person other than a member of the organization and their family members or invited guest attend?
3. Have you advertised the event or sold tickets to the general public?

The following is a list of minimum guidelines for food safety:

- **NO HOME PREPARED FOODS** other than baked goods such as cookies, brownies, cakes can be prepared and served.
- Hand washing and ware washing facilities must be provided. The hand washing facility is a container that allows for water to flow freely with a catch bucket below (i.e. a tea urn with the spout propped open) and provided with soap and paper towels. The ware washing facility can be three separate containers set up for washing, rinsing and a bleach solution.
- All foods must be cooked to required temperatures (Ask about specific foods you want to offer).
    - Hot foods must be held at 140°F or above.
    - Cold foods held at 41°F or below.
- All foods must be kept covered.
- Overhead and floor covering must be provided.

For questions and additional information, contact the following:

City of Dripping Springs Sanitarian Department 512.858.4725 Hays
County Development Services Division 512.393.2150

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: Consideration/Approval of the Agreement for Architectural and Engineering Services for the Sycamore Springs Middle School Expansion Project

☐ Reports ☐ Discussion ☐ Consent ☒ Action

Presenter: Director of Facilities & Construction – Clint Pruett

Motion Language: I move to approve the agreement with VLK Architects to provide architectural and engineering services for the Sycamore Springs Middle School Expansion Project.

Policy: CH (Legal)

Background: In September 2022, the Board approved three architectural firms (PBK, Pfluger, and VLK) as the most highly qualified firms to provide design work on future bond projects. Additionally, the Board previously approved (in June 2022) using unspent 2018 bond funds to start early design work (schematic design) on the Sycamore Springs Middle School Expansion and Elementary #6 Projects.

Administration recommends approval of an agreement with VLK to provide architectural and engineering services for the Sycamore Springs Middle School Expansion project. The agreement was drafted by the district's legal counsel and specifies the amount for schematic design funded with 2018 bond funds, with all other design phases contingent on passage of a May 2023 bond.

Attachments: Draft AIA Agreement

Goals:

- ☐ 1.1 Build trust through meaningful and positive relationships
- ☐ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods
- ☐ 1.3 Cultivate and manage community partnerships that are mutually beneficial
- ☐ 1.4 Build systematic connections among campuses and departments that are sustainable as the district grows
- ☒ 2.1 Provide resources to support district operations
- ☐ 2.2 Develop and formalize departmental operating procedures
- ☒ 2.4 Plan for growth
- ☐ 3.1 Develop, empower and sustain leaders who are committed to the vision and mission of the district
- ☐ 3.2 Recruit and hire personnel who are committed to the vision and mission of the district
- ☐ 3.3 Inspire and sustain personnel who are committed to the vision and mission of the district
- ☐ 3.4 Develop and support Personalized Professional Learning Plans aligned to the vision and mission of the district
- ☐ 4.1 Implement personalized learning

- [ ] 2.3 Implement innovative solutions to address operational challenges
- [ ] 4.2 Establish a culture where personalized learning drives all decision making

Dripping Springs
INDEPENDENT SCHOOL DISTRICT

BOARD ITEM SHEET

Regular Meeting Date: February 27, 2023

Agenda Item: Consideration / Approval of Policy Update 120 (second reading)

☐ Reports ☐ Discussion ☐ Consent ☒ Action

Presenter: Holly Morris-Kuentz

Motion Language: I move that the Board of Trustees approve Policy Update 120

Policy: BBB, CB, CKC, FNG, FO (Local)

Background: TASB has provided a recent update to DSISD policies

Attachments:

- Update 120 Explanatory Notes
- Update 120 Instruction Sheet
- Update 120 Local Policy Comparison
- Update 120 Local Update Packet
- Update 120 Packet

Goals:

- ☐ 1.1 Build trust through meaningful and positive relationships
- ☐ 1.2 Strengthen open and transparent two-way communication with all stakeholders using the most effective and appropriate methods
- ☐ 1.3 Cultivate and manage community partnerships that are mutually beneficial
- ☐ 1.4 Build systematic connections among campuses and departments that are sustainable as the district grows
- ☐ 2.1 Provide resources to support district operations
- ☒ 2.2 Develop and formalize departmental operating procedures
- ☐ 2.3 Implement innovative solutions to address optional challenges
- ☐ 2.4 Plan for growth
- ☐ 3.1 Develop, empower and sustain leaders who are committed to the vision and mission of the district
- ☐ 3.2 Recruit and hire personnel who are committed to the vision and mission of the district
- ☐ 3.3 Inspire and sustain personnel who are committed to the vision and mission of the district
- ☐ 3.4 Develop and support Personalized Professional Learning Plans aligned to the vision and mission of the district
- ☐ 4.1 Implement personalized learning
- ☐ 4.2 Establish a culture where personalized learning drives all decision making

Explanatory Notes
TASB Localized Policy Manual Update 120

Dripping Springs ISD

AIC(LEGAL) ACCOUNTABILITY: INTERVENTIONS AND SANCTIONS

Revised Administrative Code rules, effective June 7, 2022, and reflected on pages 7–8, address the requirements for local improvement plans by certain districts or campuses assigned a D rating. The rules also address modification of a campus turnaround plan due to a change in circumstances. (See page 15.)

Other revisions reflect changes to citations of Administrative Code rules.

AIE(LEGAL) ACCOUNTABILITY: INVESTIGATIONS

A new Note on page 3 references recently revised Administrative Code rules regarding an informal review or hearing following a TEA investigation.

An existing Administrative Code provision regarding compliance investigations has been added on page 5.

BBB(LOCAL) BOARD MEMBERS: ELECTIONS

To eliminate the potential for confusion about the district's method of election, we recommend replacing the term "positions" with the more general term "seats" at Method of Voting.

We have also updated obsolete election years listed in the policy.

BBD(LEGAL) BOARD MEMBERS: TRAINING AND ORIENTATION

A new Administrative Code rule, effective May 31, 2022, requiring board members to complete training on school safety has been added on page 8.

BE(LEGAL) BOARD MEETINGS

Changes prompted by new and revised Administrative Code rules regarding board meetings by videoconference, effective September 15, 2022, are reflected on pages 9–10.

CB(LOCAL) STATE AND FEDERAL REVENUE SOURCES

As recommended by TEA, newly recommended text requires the district to give public notice of federal grant applications by providing information at board meetings and publishing information on the district's website. The new text also affirms that the district will comply with requirements for receiving public input regarding such applications.

Further, the policy authorizes the superintendent to approve the plan for use of the grant or award. If the board retains authority to approve any plans for use of federal grants, please contact your policy consultant for appropriate revisions.

CCGA(LEGAL) AD VALOREM TAXES: EXEMPTIONS AND PAYMENTS

Citations to a new Administrative Code rule addressing installment payment of taxes on property not directly damaged in a disaster or emergency area are included on page 9.

CFA(LEGAL) ACCOUNTING: FINANCIAL REPORTS AND STATEMENTS

Revisions reflect the adoption of version 18.0 of the *Financial Accountability System Resource Guide.*

CFC(LEGAL) ACCOUNTING: AUDITS

Revisions reflect the adoption of version 18.0 of the *Financial Accountability System Resource Guide.*

Dripping Springs ISD

CKB(LEGAL) SAFETY PROGRAM/RISK MANAGEMENT: ACCIDENT PREVENTION AND REPORTS

Changes reflect extensive revisions to Administrative Code rules regarding mandatory drills, effective June 26, 2022.

New Administrative Code provisions addressing optional active threat exercises are also incorporated.

CKC(LOCAL) SAFETY PROGRAM/RISK MANAGEMENT: EMERGENCY PLANS

Education Code 37.108(d) requires a district's multihazard emergency operations plan to include responding to a train derailment near a district school if a district facility is within 1,000 yards of a railroad track. New recommended local policy text incorporates this requirement into the list of procedures that must be addressed.

The *Legal Issues in Update 120* memo describes common legal concerns and best practices specific to this policy's topic.

CMD(LEGAL) EQUIPMENT AND SUPPLIES MANAGEMENT: INSTRUCTIONAL MATERIALS CARE AND ACCOUNTING

Changes reflect revised Administrative Code provisions, effective June 7, 2022, regarding permitted uses of the instructional materials and technology allotment. Other revisions have been made to delete outdated terminology.

A revised Administrative Code rule, effective October 16, 2022, requiring certification of compliance with the Children's Internet Protection Act has been added on page 9.

CQA(LEGAL) TECHNOLOGY RESOURCES: DISTRICT, CAMPUS, AND CLASSROOM WEBSITES

Based on revised Administrative Code rules, the following requirements have been added at Other Required Internet Postings:

- Certain districts or campuses assigned a D rating must notify the public of the meeting to gather input to develop a local improvement plan. (See item 8.)
- Districts conducting an active threat exercise must provide notice through multiple distribution networks, including the district’s website. (See item 35.)

CRD(LEGAL) INSURANCE AND ANNUITIES MANAGEMENT: HEALTH AND LIFE INSURANCE

Revised Administrative Code rules, effective August 18, 2022, prompted revisions to the definitions of full- and part-time employees.

EHAA(LEGAL) BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (ALL LEVELS)

Revisions at the bottom of page 2 reflect changes to the citations of Administrative Code rules addressing instruction related to positive character traits and personal skills.

EHAB(LEGAL) BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (ELEMENTARY)

Revisions include a new Administrative Code rule, effective April 28, 2022, regarding phonics curricula.

Dripping Springs ISD

EHAC(LEGAL) BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (SECONDARY)

Revised Administrative Code rules, effective August 1, 2022, and reflected on pages 3–4, changed the required course offerings for grades 9–12 related to social studies and physical education.

EHBAB(LEGAL) SPECIAL EDUCATION: ARD COMMITTEE AND INDIVIDUALIZED EDUCATION PROGRAM

Changes on pages 8–9 include revised Administrative Code rules, effective June 7, 2022, regarding review of a student's behavior improvement plan or behavioral intervention plan.

EHBAE(LEGAL) SPECIAL EDUCATION: PROCEDURAL REQUIREMENTS

Revised Administrative Code rules, effective June 7, 2022, regarding the timeline for requesting a hearing on a due process complaint are included on pages 5–6.

EHBC(LEGAL) SPECIAL PROGRAMS: COMPENSATORY/ACCELERATED SERVICES

Changes reflect new Administrative Code provisions, effective June 9, 2022, regarding accelerated instruction and accelerated learning committees for students who fail to perform satisfactorily on certain assessment instruments. The new provisions derive from HB 4545, 87th Texas Legislature, Regular Session 2021.

EIE(LEGAL) ACADEMIC ACHIEVEMENT: RETENTION AND PROMOTION

Changes are to better match legal sources and remove repealed Administrative Code rules.

EIF(LEGAL) ACADEMIC ACHIEVEMENT: GRADUATION

New Administrative Code rules, effective August 21, 2022, regarding notice about the Texas First Early High School Completion Program and the Texas First Scholarship Programare are included on pages 8–9. Other revisions have been made to update citations.

Please note: For the 2022–23 school year, each high school must provide a written notification to each student and the student's parent or guardian listing the eligibility criteria for the programs. After the 2022–23 school year, the school must provide the notice upon a student's initial enrollment in high school.

EKB(LEGAL) TESTING PROGRAMS: STATE ASSESSMENT

Changes have been made to incorporate revised Administrative Code rules and to better reflect legal sources.

EKBA(LEGAL) STATE ASSESSMENT: ENGLISH LEARNERS/EMERGENT BILINGUAL STUDENTS

Revisions have been made to include Administrative Code provisions, effective August 9, 2022, regarding emergent bilingual students and individual graduation committees. A repealed provision regarding the grade placement committee has been deleted.

FB(LEGAL) EQUAL EDUCATIONAL OPPORTUNITY

Changes are to better reflect legal sources.

Dripping Springs ISD

FFA(LEGAL) STUDENT WELFARE: WELLNESS AND HEALTH SERVICES

For clarity, a reference to policy provisions regarding school-based health centers has been added on page 4.

FFAE(LEGAL) WELLNESS AND HEALTH SERVICES: SCHOOL-BASED HEALTH CENTERS

For clarity, a reference to policy provisions regarding expanding or changing health-care services at a school has been added on page 3.

FFG(LEGAL) STUDENT WELFARE: CHILD ABUSE AND NEGLECT

The Note on page 5 now references Administrative Code rules regarding investigations of abuse or neglect in a school setting.

FFI(LOCAL) STUDENT WELFARE: FREEDOM FROM BULLYING

District bullying policies must address prevention and mediation of bullying incidents and comply with minimum standards adopted by TEA. TEA recently issued updated Proposed Minimum Standards for Bullying Prevention Policies and Procedures for public comment from October 28 through November 28, 2022. Policy Service will recommend local policy revisions following publication of the final TEA minimum standards.

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

Revisions to this local policy are recommended at Other Complaint Processes to:

- Clarify how special education complaints are addressed.
- Encompass all instructional resources policies.
- Reference the required hearing procedure for eligibility disputes under school nutrition programs.

The *Legal Issues in Update 120* memo describes common legal concerns and best practices specific to this policy's topic.

FO(LOCAL) STUDENT DISCIPLINE

Recommended revisions to this local policy are to clarify circumstances when restraint may be used generally and to more prominently address restraint of a student who receives special education services.

FOF(LEGAL) STUDENT DISCIPLINE: STUDENTS WITH DISABILITIES

Revised Administrative Code rules, effective June 7, 2022, regarding restraint and time-out are included beginning on page 10. A statement has been amended to refer to new documentation and notification requirements in 19 Administrative Code 89.1053(e). Other changes include citations to revised Administrative Code rules.

Instruction Sheet

TASB Localized Policy Manual Update 120

Dripping Springs ISD

Code	Type	Action To Be Taken	Note
AIC	(LEGAL)	Replace policy	Revised policy
AIE	(LEGAL)	Replace policy	Revised policy
BBB	(LOCAL)	Replace policy	Revised policy
BBD	(LEGAL)	Replace policy	Revised policy
BE	(LEGAL)	Replace policy	Revised policy
CB	(LOCAL)	Replace policy	Revised policy
CCGA	(LEGAL)	Replace policy	Revised policy
CFA	(LEGAL)	Replace policy	Revised policy
CFC	(LEGAL)	Replace policy	Revised policy
CKB	(LEGAL)	Replace policy	Revised policy
CKC	(LOCAL)	Replace policy	Revised policy
CMD	(LEGAL)	Replace policy	Revised policy
CQA	(LEGAL)	Replace policy	Revised policy
CRD	(LEGAL)	Replace policy	Revised policy
EHAA	(LEGAL)	Replace policy	Revised policy
EHAB	(LEGAL)	Replace policy	Revised policy
EHAC	(LEGAL)	Replace policy	Revised policy
EHBAB	(LEGAL)	Replace policy	Revised policy
EHBAE	(LEGAL)	Replace policy	Revised policy
EHBC	(LEGAL)	Replace policy	Revised policy
EIE	(LEGAL)	Replace policy	Revised policy
EIF	(LEGAL)	Replace policy	Revised policy
EKB	(LEGAL)	Replace policy	Revised policy
EKBA	(LEGAL)	Replace policy	Revised policy
FB	(LEGAL)	Replace policy	Revised policy
FFA	(LEGAL)	Replace policy	Revised policy
FFAE	(LEGAL)	Replace policy	Revised policy
FFG	(LEGAL)	Replace policy	Revised policy
FFI	(LOCAL)	No policy enclosed	See explanatory note
FNG	(LOCAL)	Replace policy	Revised policy
FO	(LOCAL)	Replace policy	Revised policy
FOF	(LEGAL)	Replace policy	Revised policy

(LOCAL) Policy Comparisons

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

In this packet, you will find:

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

Annotations are shown as follows:

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

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

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

Contact:	**School Districts and Education Service Centers**	**Community Colleges**
	policy.service@tasb.org	colleges@tasb.org
	800.580.7529 512.467.0222	800.580.1488 512.467.3689

Membership

The Board shall consist of seven members.

Method of Election

Election of Board members shall be at large.

Election Date

General election of Board members shall be on the May uniform election date.

Terms and Election Schedule

Board members shall be elected for three-year terms, with elections conducted annually, as follows:

The election of two Board members shall be held in ~~2020,~~ 2023, 2026, 2029, and in three-year intervals thereafter.

The election of three Board members shall be held in ~~2021,~~ 2024, 2027, 2030, and in three-year intervals thereafter.

The election of two Board members shall be held in ~~2022,~~ 2025, 2028, 2031, and in three-year intervals thereafter.

Method of Voting

Plurality

The candidates receiving the highest number of votes for the number of seats~~positions~~ with expiring terms shall be elected.

Grants and Awards

The Superintendent shall be authorized to:

1. Apply, on behalf of the Board, for any and all special federal and state grants and awards as deemed appropriate for the District's operations;

2. Approve commitment of District funds for matching, cost sharing, cooperative, or jointly funded projects up to the amounts specifically allowed under the District budget approved by the Board; and

3. Approve grant and award amendments as necessary.

The District shall comply with all requirements for state and federal grants and awards imposed by law, the awarding agency, or an applicable pass-through entity. The Superintendent shall develop and enforce financial management systems, internal control procedures, procurement procedures, and other administrative procedures as needed to provide reasonable assurance that the District is complying with requirements for state and federal grants and awards.

[See CAA, CBB]

Federal Awards

Public Notice and Input

The District shall provide public notice of federal grant applications through an information item at a Board meeting and by publishing information on the District's website. The District shall make available opportunities for public input as required by law or the granting agency.

Plan Approval

Approval of required grant and award plans shall be by the Superintendent.

Conflict of Interest

Each employee, Board member, or agent of the District who is engaged in the selection, award, or administration of a contract supported by a federal grant or award and who has a potential conflict of interest as defined at Code of Federal Regulations, title 2, section 200.318, shall disclose to the District, in writing, any conflict that meets the disclosure threshold in Chapter 176 of the Local Government Code. [See CBB]

In addition, each employee, Board member, or agent of the District shall comply with any other conflict of interest requirements imposed by the granting agency or a pass-through entity.

For purposes of this policy, "immediate family member" shall have the same meaning as "family member" as described in Chapter 176 of the Government Code. [See BBFA]

For purposes of this policy, “partner” shall have the same meaning as defined in Business Organizations Code Chapter 1, Subchapter A.

An employee, Board member, or agent of the District who is required to disclose a conflict in accordance with the provisions above shall not participate in the selection, award, or administration of a contract supported by a federal grant or award.

Gifts and Gratuities

Employees, Board members, and agents of the District shall not solicit any gratuities, favors, or items from a contractor or a party to a subcontract for a federal grant or award and shall not accept:

1. Any single item with a value at or above $50; or~~$50; or~~
2. Items from a single contractor or subcontractor that have an aggregate monetary value exceeding $100 in a 12-month period.

[See BBFA, BBFB, CBB, DBD. In the event of a violation of these requirements, see CAA and DH.]

Emergency Operations Plan

The Superintendent shall ensure updating of the District's emergency operations plan and ongoing staff training.

As required by law, the emergency operations plan shall include the District's procedures addressing:

1. Reasonable security measures when District property is used as a polling place;
2. Response to an active shooter emergency; ~~and~~
3. Response to a nearby train derailment, as applicable; and
~~3.~~4. Access to campus buildings and materials necessary for a substitute teacher to carry out the duties of a District employee during an emergency or an emergency drill.

Complaints

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

Other Complaint Processes

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

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

11. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with CKE.

12. Complaints concerning intradistrict transfers or campus assignment shall be submitted in accordance with FDB.

13. Complaints concerning admission, placement, or services provided for a homeless student shall be submitted in accordance with FDC.

14. Complaints concerning disputes regarding a student's eligibility for free or reduced-priced meal programs shall be submitted in accordance with COB.

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

Notice to Students and Parents

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

Guiding Principles

Informal Process

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

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

Formal Process

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

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

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

Freedom from Retaliation

Neither the Board nor any District employee shall unlawfully retaliate against any student or parent for bringing a concern or complaint.

General Provisions

Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.

Scheduling Conferences

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

Response

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

Days

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

Representative

"Representative" shall mean any person who or organization that is designated by the student or parent to represent the student or parent in the complaint process. A student may be represented by an adult at any level of the complaint.

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

Consolidating Complaints

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

Untimely Filings

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

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

Costs Incurred

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

Complaint and Appeal Forms

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

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

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

Level One

Complaint forms must be filed:

1. Within 15 days of the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and

2. With the lowest level administrator who has the authority to remedy the alleged problem.

   In most circumstances, students and parents shall file Level One complaints with the campus principal.

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

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

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

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

Level Two

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

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

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

The Level One record shall include:

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

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

The Superintendent or designee shall provide the student or parent a written response within ten days following the conference. In reaching a decision, the Superintendent or designee may consider

the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

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

Level Three

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

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

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

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

The Level Two record shall include:

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

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

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

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the student or parent and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board

shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

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

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

Note: This local policy has been revised in accordance with the District's innovation plan.[1]

Campus Behavior Coordinator

In accordance with the District's innovation plan, the District is exempt from the state law requiring that a single person at each campus be designated to serve as the campus behavior coordinator (CBC).

Student Code of Conduct

The District's rules of discipline are maintained in the Board-adopted Student Code of Conduct and are established to support an environment conducive to teaching and learning.

Rules of conduct and discipline shall not have the effect of discriminating on the basis of race, color, religion, sex, gender identity, sexual orientation, ethnicity, national origin, or disability.

At the beginning of the school year and throughout the school year as necessary, the Student Code of Conduct shall be:

1. Posted and prominently displayed at each campus or made available for review in the principal's office, as required by law; and
2. Made available on the District's website and/or as a hard copy to students, parents, teachers, administrators, and others on request.

Revisions

Revisions to the Student Code of Conduct approved by the Board during the year shall be made available promptly to students and parents, teachers, administrators, and others.

Extracurricular Standards of Behavior

With the approval of the principal and Superintendent, sponsors and coaches of extracurricular activities may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property.

A student shall be informed of any extracurricular behavior standards at the beginning of each school year or when the student first begins participation in the activity. A student and his or her parent shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity.

Standards of behavior for an extracurricular activity are independent of the Student Code of Conduct. Violations of these standards

of behavior that are also violations of the Student Code of Conduct may result in independent disciplinary actions.

A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of extracurricular standards of behavior for an activity or for violation of the Student Code of Conduct.

"Parent" Defined

Throughout the Student Code of Conduct and discipline policies, the term "parent" includes a parent, legal guardian, or other person having lawful control of the child.

General Discipline Guidelines

A District employee shall adhere to the following general guidelines when imposing discipline:

1. A student shall be disciplined when necessary to improve the student's behavior, to maintain order, or to protect other students, school employees, or property.
2. A student shall be treated fairly and equitably. Discipline shall be based on an assessment of the circumstances of each case. Factors to consider shall include:
    a. The seriousness of the offense;
    b. The student's age;
    c. The frequency of misconduct;
    d. The student's attitude;
    e. The potential effect of the misconduct on the school environment;
    f. Requirements of Chapter 37 of the Education Code; and
    g. The Student Code of Conduct adopted by the Board.
3. Before a student under 18 is assigned to detention outside regular school hours, notice shall be given to the student's parent to inform him or her of the reason for the detention and permit arrangements for necessary transportation.

Corporal Punishment

The Board prohibits the use of corporal punishment in the District. Students shall not be spanked, paddled, or subjected to other physical force as a means of discipline for violations of the Student Code of Conduct.

Physical Restraint

Note: A District employee may restrain a student with a disability who receives special education services only in accordance with law. [See FOF(LEGAL)]

Within the scope of an employee's duties, a District employee may physically restrain a student if the employee reasonably believes restraint is necessary in order to:

1. Protect a person, including the person using physical restraint, from physical injury.
2. Obtain possession of a weapon or other dangerous object.
3. Protect property from serious damage.
~~3.~~4. Remove a student refusing a lawful command of a school employee from a specific location, including a classroom or other school property, in order to restore order or to impose disciplinary measures.

~~4. Control an irrational student.~~

~~5.1. Protect property from serious damage.~~

~~A District employee may restrain a student with a disability who receives special education services only in accordance with law. [See FOF(LEGAL)]~~

Video and Audio Monitoring

Video and audio recording equipment shall be used for safety purposes to monitor student behavior on District property.

The District shall post signs notifying students and parents about the District's use of video and audio recording equipment. Students shall not be notified when the equipment is turned on.

Use of Recordings

The principal shall review recordings as needed, and evidence of student misconduct shall be documented. A student found to be in violation of the District's Student Code of Conduct shall be subject to appropriate discipline.

Access to Recordings

Recordings shall remain in the custody of the campus principal and shall be maintained as required by law. A parent or student who wishes to view a recording in response to disciplinary action taken against the student may request such access under the procedures set out by law. [See FL(LEGAL)]

[1] Innovation Plan: https://www.dsisdtx.us/domain/117

(LOCAL) Policies Packet

For your convenience, this file contains the (LOCAL) policies—and only the local policies—from your school district's TASB update packet.

What is included in this packet?

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

This is not the full update packet.

To retrieve your district's full update packet, visit *Policy Service Resource Library* > *Local Manual Updates* in myTASB.

What is in the full update packet?

The full update packet contains:

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

Disclaimer and Copyright

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

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Instruction Sheet

TASB Localized Policy Manual Update 120

Dripping Springs ISD

Code	Type	Action To Be Taken	Note
BBB	(LOCAL)	Replace policy	Revised policy
CB	(LOCAL)	Replace policy	Revised policy
CKC	(LOCAL)	Replace policy	Revised policy
FFI	(LOCAL)	No policy enclosed	See explanatory note
FNG	(LOCAL)	Replace policy	Revised policy
FO	(LOCAL)	Replace policy	Revised policy

Explanatory Notes

TASB Localized Policy Manual Update 120

Dripping Springs ISD

BBB(LOCAL) BOARD MEMBERS: ELECTIONS

To eliminate the potential for confusion about the district's method of election, we recommend replacing the term "positions" with the more general term "seats" at Method of Voting.

We have also updated obsolete election years listed in the policy.

CB(LOCAL) STATE AND FEDERAL REVENUE SOURCES

As recommended by TEA, newly recommended text requires the district to give public notice of federal grant applications by providing information at board meetings and publishing information on the district's website. The new text also affirms that the district will comply with requirements for receiving public input regarding such applications.

Further, the policy authorizes the superintendent to approve the plan for use of the grant or award. If the board retains authority to approve any plans for use of federal grants, please contact your policy consultant for appropriate revisions.

CKC(LOCAL) SAFETY PROGRAM/RISK MANAGEMENT: EMERGENCY PLANS

Education Code 37.108(d) requires a district's multihazard emergency operations plan to include responding to a train derailment near a district school if a district facility is within 1,000 yards of a railroad track. New recommended local policy text incorporates this requirement into the list of procedures that must be addressed.

The *Legal Issues in Update 120* memo describes common legal concerns and best practices specific to this policy's topic.

FFI(LOCAL) STUDENT WELFARE: FREEDOM FROM BULLYING

District bullying policies must address prevention and mediation of bullying incidents and comply with minimum standards adopted by TEA. TEA recently issued updated Proposed Minimum Standards for Bullying Prevention Policies and Procedures for public comment from October 28 through November 28, 2022. Policy Service will recommend local policy revisions following publication of the final TEA minimum standards.

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

Revisions to this local policy are recommended at Other Complaint Processes to:

- Clarify how special education complaints are addressed.
- Encompass all instructional resources policies.
- Reference the required hearing procedure for eligibility disputes under school nutrition programs.

The *Legal Issues in Update 120* memo describes common legal concerns and best practices specific to this policy's topic.

FO(LOCAL) STUDENT DISCIPLINE

Recommended revisions to this local policy are to clarify circumstances when restraint may be used generally and to more prominently address restraint of a student who receives special education services.

Membership

The Board shall consist of seven members.

Method of Election

Election of Board members shall be at large.

Election Date

General election of Board members shall be on the May uniform election date.

Terms and Election Schedule

Board members shall be elected for three-year terms, with elections conducted annually, as follows:

The election of two Board members shall be held in 2023, 2026, 2029, and in three-year intervals thereafter.

The election of three Board members shall be held in 2024, 2027, 2030, and in three-year intervals thereafter.

The election of two Board members shall be held in 2025, 2028, 2031, and in three-year intervals thereafter.

Method of Voting

Plurality

The candidates receiving the highest number of votes for the number of seats with expiring terms shall be elected.

Grants and Awards

The Superintendent shall be authorized to:

1. Apply, on behalf of the Board, for any and all special federal and state grants and awards as deemed appropriate for the District's operations;
2. Approve commitment of District funds for matching, cost sharing, cooperative, or jointly funded projects up to the amounts specifically allowed under the District budget approved by the Board; and
3. Approve grant and award amendments as necessary.

The District shall comply with all requirements for state and federal grants and awards imposed by law, the awarding agency, or an applicable pass-through entity. The Superintendent shall develop and enforce financial management systems, internal control procedures, procurement procedures, and other administrative procedures as needed to provide reasonable assurance that the District is complying with requirements for state and federal grants and awards.

[See CAA, CBB]

Federal Awards

Public Notice and Input

The District shall provide public notice of federal grant applications through an information item at a Board meeting and by publishing information on the District's website. The District shall make available opportunities for public input as required by law or the granting agency.

Plan Approval

Approval of required grant and award plans shall be by the Superintendent.

Conflict of Interest

Each employee, Board member, or agent of the District who is engaged in the selection, award, or administration of a contract supported by a federal grant or award and who has a potential conflict of interest as defined at Code of Federal Regulations, title 2, section 200.318, shall disclose to the District, in writing, any conflict that meets the disclosure threshold in Chapter 176 of the Local Government Code. [See CBB]

In addition, each employee, Board member, or agent of the District shall comply with any other conflict of interest requirements imposed by the granting agency or a pass-through entity.

For purposes of this policy, "immediate family member" shall have the same meaning as "family member" as described in Chapter 176 of the Government Code. [See BBFA]

For purposes of this policy, “partner” shall have the same meaning as defined in Business Organizations Code Chapter 1, Subchapter A.

An employee, Board member, or agent of the District who is required to disclose a conflict in accordance with the provisions above shall not participate in the selection, award, or administration of a contract supported by a federal grant or award.

Gifts and Gratuities

Employees, Board members, and agents of the District shall not solicit any gratuities, favors, or items from a contractor or a party to a subcontract for a federal grant or award and shall not accept:

1. Any single item with a value at or above $50; or
2. Items from a single contractor or subcontractor that have an aggregate monetary value exceeding $100 in a 12-month period.

[See BBFA, BBFB, CBB, DBD. In the event of a violation of these requirements, see CAA and DH.]

Emergency Operations Plan

The Superintendent shall ensure updating of the District's emergency operations plan and ongoing staff training.

As required by law, the emergency operations plan shall include the District's procedures addressing:

1. Reasonable security measures when District property is used as a polling place;
2. Response to an active shooter emergency;
3. Response to a nearby train derailment, as applicable; and
4. Access to campus buildings and materials necessary for a substitute teacher to carry out the duties of a District employee during an emergency or an emergency drill.

Complaints

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

Other Complaint Processes

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

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

11. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with CKE.

12. Complaints concerning intradistrict transfers or campus assignment shall be submitted in accordance with FDB.

13. Complaints concerning admission, placement, or services provided for a homeless student shall be submitted in accordance with FDC.

14. Complaints concerning disputes regarding a student's eligibility for free or reduced-priced meal programs shall be submitted in accordance with COB.

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

Notice to Students and Parents

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

Guiding Principles

Informal Process

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

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

Formal Process

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

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

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

Freedom from Retaliation

Neither the Board nor any District employee shall unlawfully retaliate against any student or parent for bringing a concern or complaint.

General Provisions

Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.

Scheduling Conferences

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

Response

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

Days

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

Representative

"Representative" shall mean any person who or organization that is designated by the student or parent to represent the student or parent in the complaint process. A student may be represented by an adult at any level of the complaint.

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

Consolidating Complaints

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

Untimely Filings

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

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

Costs Incurred

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

Complaint and Appeal Forms

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

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

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

Level One

Complaint forms must be filed:

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

   In most circumstances, students and parents shall file Level One complaints with the campus principal.

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

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

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

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

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

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

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1. The original complaint form and any attachments.
2. All other documents submitted by the student or parent at Level One.
3. The written response issued at Level One and any attachments.
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The Superintendent or designee shall schedule a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One. At the conference, the student or parent may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference.

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the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

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

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

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

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. The written response issued at Level Two and any attachments.
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The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the student or parent notice of the nature of the evidence at least three days before the hearing.

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

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the student or parent and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board

shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

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

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

Note: This local policy has been revised in accordance with the District's innovation plan.[1]

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In accordance with the District's innovation plan, the District is exempt from the state law requiring that a single person at each campus be designated to serve as the campus behavior coordinator (CBC).

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2. Made available on the District's website and/or as a hard copy to students, parents, teachers, administrators, and others on request.

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With the approval of the principal and Superintendent, sponsors and coaches of extracurricular activities may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property.

A student shall be informed of any extracurricular behavior standards at the beginning of each school year or when the student first begins participation in the activity. A student and his or her parent shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity.

Standards of behavior for an extracurricular activity are independent of the Student Code of Conduct. Violations of these standards

of behavior that are also violations of the Student Code of Conduct may result in independent disciplinary actions.

A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of extracurricular standards of behavior for an activity or for violation of the Student Code of Conduct.

"Parent" Defined

Throughout the Student Code of Conduct and discipline policies, the term "parent" includes a parent, legal guardian, or other person having lawful control of the child.

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A District employee shall adhere to the following general guidelines when imposing discipline:

1. A student shall be disciplined when necessary to improve the student's behavior, to maintain order, or to protect other students, school employees, or property.
2. A student shall be treated fairly and equitably. Discipline shall be based on an assessment of the circumstances of each case. Factors to consider shall include:
    a. The seriousness of the offense;
    b. The student's age;
    c. The frequency of misconduct;
    d. The student's attitude;
    e. The potential effect of the misconduct on the school environment;
    f. Requirements of Chapter 37 of the Education Code; and
    g. The Student Code of Conduct adopted by the Board.
3. Before a student under 18 is assigned to detention outside regular school hours, notice shall be given to the student's parent to inform him or her of the reason for the detention and permit arrangements for necessary transportation.

Corporal Punishment

The Board prohibits the use of corporal punishment in the District. Students shall not be spanked, paddled, or subjected to other physical force as a means of discipline for violations of the Student Code of Conduct.

Physical Restraint

Note: A District employee may restrain a student with a disability who receives special education services only in accordance with law. [See FOF(LEGAL)]

Within the scope of an employee's duties, a District employee may physically restrain a student if the employee reasonably believes restraint is necessary in order to:

1. Protect a person, including the person using physical restraint, from physical injury.
2. Obtain possession of a weapon or other dangerous object.
3. Protect property from serious damage.
4. Remove a student refusing a lawful command of a school employee from a specific location, including a classroom or other school property, in order to restore order or to impose disciplinary measures.

Video and Audio Monitoring

Video and audio recording equipment shall be used for safety purposes to monitor student behavior on District property.

The District shall post signs notifying students and parents about the District's use of video and audio recording equipment. Students shall not be notified when the equipment is turned on.

Use of Recordings

The principal shall review recordings as needed, and evidence of student misconduct shall be documented. A student found to be in violation of the District's Student Code of Conduct shall be subject to appropriate discipline.

Access to Recordings

Recordings shall remain in the custody of the campus principal and shall be maintained as required by law. A parent or student who wishes to view a recording in response to disciplinary action taken against the student may request such access under the procedures set out by law. [See FL(LEGAL)]

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[1] Innovation Plan: https://www.dsisdtx.us/domain/117

(LOCAL) Policy Comparisons

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

In this packet, you will find:

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

Annotations are shown as follows:

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

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

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

Contact:

School Districts and Education Service Centers	**Community Colleges**
policy.service@tasb.org	colleges@tasb.org
800.580.7529 512.467.0222	800.580.1488 512.467.3689

Membership

The Board shall consist of seven members.

Method of Election

Election of Board members shall be at large.

Election Date

General election of Board members shall be on the May uniform election date.

Terms and Election Schedule

Board members shall be elected for three-year terms, with elections conducted annually, as follows:

The election of two Board members shall be held in ~~2020,~~ 2023, 2026, 2029, and in three-year intervals thereafter.

The election of three Board members shall be held in ~~2021,~~ 2024, 2027, 2030, and in three-year intervals thereafter.

The election of two Board members shall be held in ~~2022,~~ 2025, 2028, 2031, and in three-year intervals thereafter.

Method of Voting

Plurality

The candidates receiving the highest number of votes for the number of seats~~positions~~ with expiring terms shall be elected.

Grants and Awards

The Superintendent shall be authorized to:

1. Apply, on behalf of the Board, for any and all special federal and state grants and awards as deemed appropriate for the District's operations;
2. Approve commitment of District funds for matching, cost sharing, cooperative, or jointly funded projects up to the amounts specifically allowed under the District budget approved by the Board; and
3. Approve grant and award amendments as necessary.

The District shall comply with all requirements for state and federal grants and awards imposed by law, the awarding agency, or an applicable pass-through entity. The Superintendent shall develop and enforce financial management systems, internal control procedures, procurement procedures, and other administrative procedures as needed to provide reasonable assurance that the District is complying with requirements for state and federal grants and awards.

[See CAA, CBB]

Federal Awards

Public Notice and Input

The District shall provide public notice of federal grant applications through an information item at a Board meeting and by publishing information on the District's website. The District shall make available opportunities for public input as required by law or the granting agency.

Plan Approval

Approval of required grant and award plans shall be by the Superintendent.

Conflict of Interest

Each employee, Board member, or agent of the District who is engaged in the selection, award, or administration of a contract supported by a federal grant or award and who has a potential conflict of interest as defined at Code of Federal Regulations, title 2, section 200.318, shall disclose to the District, in writing, any conflict that meets the disclosure threshold in Chapter 176 of the Local Government Code. [See CBB]

In addition, each employee, Board member, or agent of the District shall comply with any other conflict of interest requirements imposed by the granting agency or a pass-through entity.

For purposes of this policy, "immediate family member" shall have the same meaning as "family member" as described in Chapter 176 of the Government Code. [See BBFA]

For purposes of this policy, “partner” shall have the same meaning as defined in Business Organizations Code Chapter 1, Subchapter A.

An employee, Board member, or agent of the District who is required to disclose a conflict in accordance with the provisions above shall not participate in the selection, award, or administration of a contract supported by a federal grant or award.

Gifts and Gratuities

Employees, Board members, and agents of the District shall not solicit any gratuities, favors, or items from a contractor or a party to a subcontract for a federal grant or award and shall not accept:

1. Any single item with a value at or above $50; or~~$50; or~~
2. Items from a single contractor or subcontractor that have an aggregate monetary value exceeding $100 in a 12-month period.

[See BBFA, BBFB, CBB, DBD. In the event of a violation of these requirements, see CAA and DH.]

Emergency Operations Plan

The Superintendent shall ensure updating of the District's emergency operations plan and ongoing staff training.

As required by law, the emergency operations plan shall include the District's procedures addressing:

1. Reasonable security measures when District property is used as a polling place;
2. Response to an active shooter emergency; ~~and~~
3. Response to a nearby train derailment, as applicable; and
~~3.~~4. Access to campus buildings and materials necessary for a substitute teacher to carry out the duties of a District employee during an emergency or an emergency drill.

Complaints

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

Other Complaint Processes

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

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

11. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with CKE.

12. Complaints concerning intradistrict transfers or campus assignment shall be submitted in accordance with FDB.

13. Complaints concerning admission, placement, or services provided for a homeless student shall be submitted in accordance with FDC.

14. Complaints concerning disputes regarding a student's eligibility for free or reduced-priced meal programs shall be submitted in accordance with COB.

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

Notice to Students and Parents

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

Guiding Principles

Informal Process

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

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

Formal Process

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

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

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

Freedom from Retaliation

Neither the Board nor any District employee shall unlawfully retaliate against any student or parent for bringing a concern or complaint.

General Provisions

Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.

Scheduling Conferences

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

Response

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

Days

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

Representative

"Representative" shall mean any person who or organization that is designated by the student or parent to represent the student or parent in the complaint process. A student may be represented by an adult at any level of the complaint.

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

Consolidating Complaints

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

Untimely Filings

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

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

Costs Incurred

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

Complaint and Appeal Forms

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

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

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

Level One

Complaint forms must be filed:

1. Within 15 days of the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and

2. With the lowest level administrator who has the authority to remedy the alleged problem.

   In most circumstances, students and parents shall file Level One complaints with the campus principal.

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

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

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

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

Level Two

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

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

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

The Level One record shall include:

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

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

The Superintendent or designee shall provide the student or parent a written response within ten days following the conference. In reaching a decision, the Superintendent or designee may consider

the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

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

Level Three

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

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

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

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

The Level Two record shall include:

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

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

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

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the student or parent and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board

shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

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

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

Note: This local policy has been revised in accordance with the District's innovation plan.[1]

Campus Behavior Coordinator

In accordance with the District's innovation plan, the District is exempt from the state law requiring that a single person at each campus be designated to serve as the campus behavior coordinator (CBC).

Student Code of Conduct

The District's rules of discipline are maintained in the Board-adopted Student Code of Conduct and are established to support an environment conducive to teaching and learning.

Rules of conduct and discipline shall not have the effect of discriminating on the basis of race, color, religion, sex, gender identity, sexual orientation, ethnicity, national origin, or disability.

At the beginning of the school year and throughout the school year as necessary, the Student Code of Conduct shall be:

1. Posted and prominently displayed at each campus or made available for review in the principal's office, as required by law; and
2. Made available on the District's website and/or as a hard copy to students, parents, teachers, administrators, and others on request.

Revisions

Revisions to the Student Code of Conduct approved by the Board during the year shall be made available promptly to students and parents, teachers, administrators, and others.

Extracurricular Standards of Behavior

With the approval of the principal and Superintendent, sponsors and coaches of extracurricular activities may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property.

A student shall be informed of any extracurricular behavior standards at the beginning of each school year or when the student first begins participation in the activity. A student and his or her parent shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity.

Standards of behavior for an extracurricular activity are independent of the Student Code of Conduct. Violations of these standards

of behavior that are also violations of the Student Code of Conduct may result in independent disciplinary actions.

A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of extracurricular standards of behavior for an activity or for violation of the Student Code of Conduct.

"Parent" Defined

Throughout the Student Code of Conduct and discipline policies, the term "parent" includes a parent, legal guardian, or other person having lawful control of the child.

General Discipline Guidelines

A District employee shall adhere to the following general guidelines when imposing discipline:

1. A student shall be disciplined when necessary to improve the student's behavior, to maintain order, or to protect other students, school employees, or property.
2. A student shall be treated fairly and equitably. Discipline shall be based on an assessment of the circumstances of each case. Factors to consider shall include:
    a. The seriousness of the offense;
    b. The student's age;
    c. The frequency of misconduct;
    d. The student's attitude;
    e. The potential effect of the misconduct on the school environment;
    f. Requirements of Chapter 37 of the Education Code; and
    g. The Student Code of Conduct adopted by the Board.
3. Before a student under 18 is assigned to detention outside regular school hours, notice shall be given to the student's parent to inform him or her of the reason for the detention and permit arrangements for necessary transportation.

Corporal Punishment

The Board prohibits the use of corporal punishment in the District. Students shall not be spanked, paddled, or subjected to other physical force as a means of discipline for violations of the Student Code of Conduct.

Physical Restraint

Note: A District employee may restrain a student with a disability who receives special education services only in accordance with law. [See FOF(LEGAL)]

Within the scope of an employee's duties, a District employee may physically restrain a student if the employee reasonably believes restraint is necessary in order to:

1. Protect a person, including the person using physical restraint, from physical injury.
2. Obtain possession of a weapon or other dangerous object.
3. Protect property from serious damage.
~~3.~~4. Remove a student refusing a lawful command of a school employee from a specific location, including a classroom or other school property, in order to restore order or to impose disciplinary measures.

~~4. Control an irrational student.~~

~~5.1. Protect property from serious damage.~~

~~A District employee may restrain a student with a disability who receives special education services only in accordance with law. [See FOF(LEGAL)]~~

Video and Audio Monitoring

Video and audio recording equipment shall be used for safety purposes to monitor student behavior on District property.

The District shall post signs notifying students and parents about the District's use of video and audio recording equipment. Students shall not be notified when the equipment is turned on.

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The principal shall review recordings as needed, and evidence of student misconduct shall be documented. A student found to be in violation of the District's Student Code of Conduct shall be subject to appropriate discipline.

Access to Recordings

Recordings shall remain in the custody of the campus principal and shall be maintained as required by law. A parent or student who wishes to view a recording in response to disciplinary action taken against the student may request such access under the procedures set out by law. [See FL(LEGAL)]

[1] Innovation Plan: https://www.dsisdtx.us/domain/117

Localized Policy Manual Update 120

105904 Dripping Springs ISD

Update 120 contains local policies that require board action and adoption notification before we can incorporate the revisions into your district's Policy Online™ manual.

Please note that legal policies will not be published on Policy Online until the board acts on the local policies or specifically requests earlier publication.

What should I do to prepare for board adoption?

1. Log in to Policy Online[1] and select **Local Manual Updates** from the **My Policy Manual** drop-down menu, then click on **Numbered Updates**.
2. Download and save the numbered update resource material for **UPDATE 120**.
3. Present the local policies to your board for adoption. Provide your board with the explanatory notes and encourage them to review those along with the local policies.

How do I notify Policy Service that the board has adopted the update?

1. Following board action, go to Local Manual Updates, select the appropriate numbered update, then click the **Notify TASB of Board Action** link.
2. Fill out and submit the electronic form so we can incorporate the adopted policies into your district's Policy Online manual.
3. If there are additional changes, submit the annotated changes with your adoption notification.

Questions?

- For questions about Policy Online, visit the User's Guide[2] or contact pol-support@tasb.org.
- For questions about policy text, contact your district's assigned policy consultant.[3]

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[1] Policy Online: https://pol.tasb.org/
[2] Policy Online User's Guide: https://www.tasb.org/services/policy-service/resources/policy-online-user-s-guide.aspx
[3] Contact a Policy Service Consultant: https://www.tasb.org/services/policy-service/consultant-contact-information.aspx

Localized Policy Manual Update 120

Dripping Springs ISD

You can download a PDF of this update packet, annotated copies of the local policies, editable local policy text, and more under Local Manual Updates on Policy Online.[1]

Other materials, including an overview video of the local policy changes and a document outlining common legal issues specific to the local policies in this update, are also available in Local Manual Updates.

Need help? Please call your policy consultant at 800-580-7529 or email policy.service@tasb.org.

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How to Notify Policy Service of Board Action 3
How to Keep Minutes 3
How to Maintain Your Historical Record 3
How to Keep Your Administrative Regulations Current 4
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Overview

Update 120 includes revisions to legal policies based on updates to the Texas Administrative Code. Recommended changes to local policies address the following topics:

- Emergency plans
- Student and parent complaints/grievances
- Student discipline

For select districts, Update 120 may also include one or more local policies addressing the following topics:

- Board elections
- State and federal revenue sources
- Health and life insurance
- Employment
- School day

Your Localized Update 120 packet also contains:

- **Explanatory Notes** describing the changes to each policy. Please note that, where appropriate, the Explanatory Notes ask you to verify that a particular policy reflects current district practice and to advise us of any changes needed so that our records and the district's policy manual accurately track the district's practice. Explanatory notes may also provide important information about policies not included in the update packet.
- **Instructions** for incorporating this update into each of the district's Localized Policy Manuals after board adoption. Use the enclosed Instruction Sheet as a guide to which policies should be added, replaced, and removed from your manual.

(LEGAL) vs. (LOCAL): Remember the Difference

Legal policies:

- Reflect the ever-changing legal context for governance and management of the district
- Should inform local decision making
- Should NOT be adopted, but only reviewed

Local policies:

- Require close attention by both the administration and the board
- Must reflect the practices of the district and the intentions of the board
- May only be changed by board action (adopt, revise, or repeal)

If your board adopts changes to the local policies contained in this packet, please notify your policy consultant.

How to Place Policy Changes on the Agenda for Board Action

TASB recommends that the district address this update on the agenda as follows:

"Policy Update 120:

- *(LEGAL) policies*
- *(LOCAL) policies (see attached list of codes)"*

Board action on the local policies included in the update must occur within a properly posted, open meeting of the board.

TASB Policy Service

- Include the “Agenda Posting” list, provided with the Update 120 materials under Local Manual Updates in Policy Online, on the agenda.
- A suggested motion for board action on the local policies included in the update:

  “I move that the board add, revise, or delete local policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 120 [with the following changes:]”

How to Notify Policy Service of Board Action

Notify Policy Service of the board’s action on Update 120 so our records remain accurate.

- In Policy Online, go to Local Manual Updates, select the numbered update, then click the Notify TASB of Board Action link.
- Fill out and submit the electronic form.

How to Keep Minutes

The board’s action on Localized Update 120 must be reflected in board minutes. Your minutes should include:

- The list of proposed local policy actions, such as the Instruction Sheet—annotated to reflect any changes made by the board
- The Explanatory Notes for the update (filed as an attachment to the minutes)
- Copies of new, replaced, or rescinded local policies

How to Maintain Your Historical Record

To construct a separate historical record of the manual, you must track the history of individual local policies. You should maintain a permanent historical record of every local policy adopted, revised, or rescinded by the board.

At a minimum, this record should include the following key pieces of information:

- Policy code
- Date of board action
- Text of policy

For more guidance on maintaining this record, please refer to *The Administrator’s Guide to Policy Management*, available under Additional Resources when you log in to Policy Online and select Local Manual Updates from the My Policy Manual drop-down menu, then click Numbered Updates.

How to Keep Your Administrative Regulations Current

Regulations Resource Manual[2] Update 66, which includes revisions to model regulations and forms corresponding with Update 120, is now available in the Policy Service Resource Library (*TASB login required*).

Inspect your district's administrative procedures and documents—including exhibits, regulations, handbooks, and guides—that may be affected by Update 120 policy changes.

If you must make changes to the regulations or exhibits contained in your board policy manual, please notify your policy consultant.

Disclaimer and Copyright

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

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[1] Policy Online: https://pol.tasb.org/
[2] *TASB Regulations Resource Manual*: https://www.tasb.org/services/policy-service/mytasb/regulations-resource-manual.aspx

Instruction Sheet

TASB Localized Policy Manual Update 120

Dripping Springs ISD

Code	Type	Action To Be Taken	Note
AIC	(LEGAL)	Replace policy	Revised policy
AIE	(LEGAL)	Replace policy	Revised policy
BBB	(LOCAL)	Replace policy	Revised policy
BBD	(LEGAL)	Replace policy	Revised policy
BE	(LEGAL)	Replace policy	Revised policy
CB	(LOCAL)	Replace policy	Revised policy
CCGA	(LEGAL)	Replace policy	Revised policy
CFA	(LEGAL)	Replace policy	Revised policy
CFC	(LEGAL)	Replace policy	Revised policy
CKB	(LEGAL)	Replace policy	Revised policy
CKC	(LOCAL)	Replace policy	Revised policy
CMD	(LEGAL)	Replace policy	Revised policy
CQA	(LEGAL)	Replace policy	Revised policy
CRD	(LEGAL)	Replace policy	Revised policy
EHAA	(LEGAL)	Replace policy	Revised policy
EHAB	(LEGAL)	Replace policy	Revised policy
EHAC	(LEGAL)	Replace policy	Revised policy
EHBAB	(LEGAL)	Replace policy	Revised policy
EHBAE	(LEGAL)	Replace policy	Revised policy
EHBC	(LEGAL)	Replace policy	Revised policy
EIE	(LEGAL)	Replace policy	Revised policy
EIF	(LEGAL)	Replace policy	Revised policy
EKB	(LEGAL)	Replace policy	Revised policy
EKBA	(LEGAL)	Replace policy	Revised policy
FB	(LEGAL)	Replace policy	Revised policy
FFA	(LEGAL)	Replace policy	Revised policy
FFAE	(LEGAL)	Replace policy	Revised policy
FFG	(LEGAL)	Replace policy	Revised policy
FFI	(LOCAL)	No policy enclosed	See explanatory note
FNG	(LOCAL)	Replace policy	Revised policy
FO	(LOCAL)	Replace policy	Revised policy
FOF	(LEGAL)	Replace policy	Revised policy

Explanatory Notes
TASB Localized Policy Manual Update 120

Dripping Springs ISD

AIC(LEGAL) ACCOUNTABILITY: INTERVENTIONS AND SANCTIONS

Revised Administrative Code rules, effective June 7, 2022, and reflected on pages 7–8, address the requirements for local improvement plans by certain districts or campuses assigned a D rating. The rules also address modification of a campus turnaround plan due to a change in circumstances. (See page 15.)

Other revisions reflect changes to citations of Administrative Code rules.

AIE(LEGAL) ACCOUNTABILITY: INVESTIGATIONS

A new Note on page 3 references recently revised Administrative Code rules regarding an informal review or hearing following a TEA investigation.

An existing Administrative Code provision regarding compliance investigations has been added on page 5.

BBB(LOCAL) BOARD MEMBERS: ELECTIONS

To eliminate the potential for confusion about the district's method of election, we recommend replacing the term "positions" with the more general term "seats" at Method of Voting.

We have also updated obsolete election years listed in the policy.

BBD(LEGAL) BOARD MEMBERS: TRAINING AND ORIENTATION

A new Administrative Code rule, effective May 31, 2022, requiring board members to complete training on school safety has been added on page 8.

BE(LEGAL) BOARD MEETINGS

Changes prompted by new and revised Administrative Code rules regarding board meetings by videoconference, effective September 15, 2022, are reflected on pages 9–10.

CB(LOCAL) STATE AND FEDERAL REVENUE SOURCES

As recommended by TEA, newly recommended text requires the district to give public notice of federal grant applications by providing information at board meetings and publishing information on the district's website. The new text also affirms that the district will comply with requirements for receiving public input regarding such applications.

Further, the policy authorizes the superintendent to approve the plan for use of the grant or award. If the board retains authority to approve any plans for use of federal grants, please contact your policy consultant for appropriate revisions.

CCGA(LEGAL) AD VALOREM TAXES: EXEMPTIONS AND PAYMENTS

Citations to a new Administrative Code rule addressing installment payment of taxes on property not directly damaged in a disaster or emergency area are included on page 9.

CFA(LEGAL) ACCOUNTING: FINANCIAL REPORTS AND STATEMENTS

Revisions reflect the adoption of version 18.0 of the *Financial Accountability System Resource Guide.*

CFC(LEGAL) ACCOUNTING: AUDITS

Revisions reflect the adoption of version 18.0 of the *Financial Accountability System Resource Guide.*

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CKB(LEGAL) SAFETY PROGRAM/RISK MANAGEMENT: ACCIDENT PREVENTION AND REPORTS

Changes reflect extensive revisions to Administrative Code rules regarding mandatory drills, effective June 26, 2022.

New Administrative Code provisions addressing optional active threat exercises are also incorporated.

CKC(LOCAL) SAFETY PROGRAM/RISK MANAGEMENT: EMERGENCY PLANS

Education Code 37.108(d) requires a district's multihazard emergency operations plan to include responding to a train derailment near a district school if a district facility is within 1,000 yards of a railroad track. New recommended local policy text incorporates this requirement into the list of procedures that must be addressed.

The *Legal Issues in Update 120* memo describes common legal concerns and best practices specific to this policy's topic.

CMD(LEGAL) EQUIPMENT AND SUPPLIES MANAGEMENT: INSTRUCTIONAL MATERIALS CARE AND ACCOUNTING

Changes reflect revised Administrative Code provisions, effective June 7, 2022, regarding permitted uses of the instructional materials and technology allotment. Other revisions have been made to delete outdated terminology.

A revised Administrative Code rule, effective October 16, 2022, requiring certification of compliance with the Children's Internet Protection Act has been added on page 9.

CQA(LEGAL) TECHNOLOGY RESOURCES: DISTRICT, CAMPUS, AND CLASSROOM WEBSITES

Based on revised Administrative Code rules, the following requirements have been added at Other Required Internet Postings:

- Certain districts or campuses assigned a D rating must notify the public of the meeting to gather input to develop a local improvement plan. (See item 8.)
- Districts conducting an active threat exercise must provide notice through multiple distribution networks, including the district’s website. (See item 35.)

CRD(LEGAL) INSURANCE AND ANNUITIES MANAGEMENT: HEALTH AND LIFE INSURANCE

Revised Administrative Code rules, effective August 18, 2022, prompted revisions to the definitions of full- and part-time employees.

EHAA(LEGAL) BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (ALL LEVELS)

Revisions at the bottom of page 2 reflect changes to the citations of Administrative Code rules addressing instruction related to positive character traits and personal skills.

EHAB(LEGAL) BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (ELEMENTARY)

Revisions include a new Administrative Code rule, effective April 28, 2022, regarding phonics curricula.

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EHAC(LEGAL) BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (SECONDARY)

Revised Administrative Code rules, effective August 1, 2022, and reflected on pages 3–4, changed the required course offerings for grades 9–12 related to social studies and physical education.

EHBAB(LEGAL) SPECIAL EDUCATION: ARD COMMITTEE AND INDIVIDUALIZED EDUCATION PROGRAM

Changes on pages 8–9 include revised Administrative Code rules, effective June 7, 2022, regarding review of a student's behavior improvement plan or behavioral intervention plan.

EHBAE(LEGAL) SPECIAL EDUCATION: PROCEDURAL REQUIREMENTS

Revised Administrative Code rules, effective June 7, 2022, regarding the timeline for requesting a hearing on a due process complaint are included on pages 5–6.

EHBC(LEGAL) SPECIAL PROGRAMS: COMPENSATORY/ACCELERATED SERVICES

Changes reflect new Administrative Code provisions, effective June 9, 2022, regarding accelerated instruction and accelerated learning committees for students who fail to perform satisfactorily on certain assessment instruments. The new provisions derive from HB 4545, 87th Texas Legislature, Regular Session 2021.

EIE(LEGAL) ACADEMIC ACHIEVEMENT: RETENTION AND PROMOTION

Changes are to better match legal sources and remove repealed Administrative Code rules.

EIF(LEGAL) ACADEMIC ACHIEVEMENT: GRADUATION

New Administrative Code rules, effective August 21, 2022, regarding notice about the Texas First Early High School Completion Program and the Texas First Scholarship Programare are included on pages 8–9. Other revisions have been made to update citations.

Please note: For the 2022–23 school year, each high school must provide a written notification to each student and the student's parent or guardian listing the eligibility criteria for the programs. After the 2022–23 school year, the school must provide the notice upon a student's initial enrollment in high school.

EKB(LEGAL) TESTING PROGRAMS: STATE ASSESSMENT

Changes have been made to incorporate revised Administrative Code rules and to better reflect legal sources.

EKBA(LEGAL) STATE ASSESSMENT: ENGLISH LEARNERS/EMERGENT BILINGUAL STUDENTS

Revisions have been made to include Administrative Code provisions, effective August 9, 2022, regarding emergent bilingual students and individual graduation committees. A repealed provision regarding the grade placement committee has been deleted.

FB(LEGAL) EQUAL EDUCATIONAL OPPORTUNITY

Changes are to better reflect legal sources.

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FFA(LEGAL) STUDENT WELFARE: WELLNESS AND HEALTH SERVICES

For clarity, a reference to policy provisions regarding school-based health centers has been added on page 4.

FFAE(LEGAL) WELLNESS AND HEALTH SERVICES: SCHOOL-BASED HEALTH CENTERS

For clarity, a reference to policy provisions regarding expanding or changing health-care services at a school has been added on page 3.

FFG(LEGAL) STUDENT WELFARE: CHILD ABUSE AND NEGLECT

The Note on page 5 now references Administrative Code rules regarding investigations of abuse or neglect in a school setting.

FFI(LOCAL) STUDENT WELFARE: FREEDOM FROM BULLYING

District bullying policies must address prevention and mediation of bullying incidents and comply with minimum standards adopted by TEA. TEA recently issued updated Proposed Minimum Standards for Bullying Prevention Policies and Procedures for public comment from October 28 through November 28, 2022. Policy Service will recommend local policy revisions following publication of the final TEA minimum standards.

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

Revisions to this local policy are recommended at Other Complaint Processes to:

- Clarify how special education complaints are addressed.
- Encompass all instructional resources policies.
- Reference the required hearing procedure for eligibility disputes under school nutrition programs.

The *Legal Issues in Update 120* memo describes common legal concerns and best practices specific to this policy's topic.

FO(LOCAL) STUDENT DISCIPLINE

Recommended revisions to this local policy are to clarify circumstances when restraint may be used generally and to more prominently address restraint of a student who receives special education services.

FOF(LEGAL) STUDENT DISCIPLINE: STUDENTS WITH DISABILITIES

Revised Administrative Code rules, effective June 7, 2022, regarding restraint and time-out are included beginning on page 10. A statement has been amended to refer to new documentation and notification requirements in 19 Administrative Code 89.1053(e). Other changes include citations to revised Administrative Code rules.

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Interventions and Sanctions for School Districts

The commissioner of education shall take any of the actions authorized by Education Code Chapter 39A, Subchapter A, to the extent the commissioner determines necessary if:

Grounds for Commissioner Action

1. A district does not satisfy:
    a. The accreditation criteria under Education Code 39.052 [see AIA];
    b. The academic performance standards under Education Code 39.053 or 39.054 [see AIA]; or
    c. Any financial accountability standard as determined by commissioner rule [see CFA]; or
2. The commissioner considers the action to be appropriate on the basis of a special investigation under Education Code 39.003.

Education Code 39A.001

Authorized Commissioner Actions

If a district is subject to commissioner action, the commissioner may:

1. Issue public notice of the deficiency to the board;
2. Order a hearing to be conducted by the board to notify the public of:
    a. The insufficient performance;
    b. The improvements in performance expected by the Texas Education Agency (TEA); and
    c. The interventions and sanctions that may be imposed if the performance does not improve;
3. Order the preparation of a student achievement improvement plan that addresses each academic achievement indicator under Education Code 39.053(c) for which the district's performance is insufficient, the submission of the plan to the commissioner for approval, and the implementation of the plan;
4. Order a hearing to be held before the commissioner or the commissioner's designee at which the president of the board and the district's superintendent shall appear and explain the district's low performance, lack of improvement, and plans for improvement;
5. Arrange a monitoring review of the district;
6. Appoint a TEA monitor to participate in and report to TEA on the activities of the board or superintendent;

7. Appoint a conservator to oversee the operations of the district;

8. Appoint a management team to direct the operations of the district in areas of insufficient performance or require the district to obtain certain services under a contract with another person;

9. Authorize the district to enter into a memorandum of understanding with an institution of higher education that provides for the assistance of the institution of higher education in improving the district's performance; or

10. Order the use of the board improvement and evaluation tool as provided by Education Code 11.182 [see BG].

Education Code 39A.002

Regardless of whether the commissioner lowers a district's status or rating, the commissioner may take action under Education Code Chapters 39 and 39A or 19 Administrative Code 97.1057 if the commissioner determines that the action is necessary to improve any area of performance by the district or campus.

Subject to 19 Administrative Code 97.1057(h)–(k), once the commissioner takes action under 19 Administrative Code Chapter 97, Subchapter EE (accreditation status, standards, and sanctions), the commissioner may impose on the district or campus any other sanction under Education Code Chapter 39 or 39A, or Subchapter EE, singly or in combination, to the extent the commissioner determines is reasonably required to achieve the purposes specified in 19 Administrative Code 97.1053.

19 TAC 97.1057(c), (e)

In making a determination to impose district and campus accreditation sanctions under 19 Administrative Code Chapter 97, Subchapter EE, the commissioner shall meet the requirements of 19 Administrative Code 97.1059. *19 TAC 97.1059*

Conservator or Management Team

The commissioner shall clearly define the powers and duties of a conservator or management team appointed to oversee the operations of a district.

At least every 90 days, the commissioner shall review the need for the conservator or management team and shall remove the conservator or management team unless the commissioner determines that continued appointment is necessary for effective governance of the district or delivery of instructional services.

A conservator or management team, if directed by the commissioner, shall prepare a plan for the implementation of the appointment of a board of managers or the revocation of accreditation.

The conservator or management team may:

1. Direct an action to be taken by the principal of a campus, the superintendent of the district, or the board; and
2. Approve or disapprove any action of the principal of a campus, the superintendent of the district, or the board.

The conservator or management team may not:

1. Take any action concerning a district election, including ordering or canceling an election or altering the date of or the polling places for an election;
2. Change the number of or method of selecting the board;
3. Set a tax rate for the district; and
4. Adopt a budget for the district that provides for spending a different amount, exclusive of required debt service, from that previously adopted by the board.

A conservator or management team may exercise the powers and duties defined by the commissioner or described above regardless of whether the conservator or management team was appointed to oversee the operations of a district in its entirety or the operations of a certain campus within the district.

Education Code 39A.003

Regardless of whether a district has satisfied the accreditation criteria, if for two consecutive school years, including the current school year, a district has had a conservator or management team assigned to the district or campus for any reason, the commissioner may appoint a board of managers, a majority of whom must be residents of the district, to exercise the powers and duties of the board of trustees. For purposes of this subsection, a school year begins on the first day of instruction and includes any portion of the school year. This applies to an appointed conservator or management team, regardless of the scope or any changes to the scope of the conservator's or team's oversight. *19 TAC 97.1057(d); Education Code 39A.006(a)–(b)*

Board of Managers

The commissioner may appoint a board of managers to exercise the powers and duties of a district's board if the district is subject to commissioner action and:

1. Has a current accreditation status of accredited-warned or accredited-probation;
2. Fails to satisfy any standard under Education Code 39.054(e); or
3. Fails to satisfy financial accountability standards as determined by commissioner rule.

Education Code 39A.004

Revocation of Accreditation

The commissioner may revoke the accreditation of a district if the district is subject to commissioner action, and for two consecutive school years, including the current school year, the district has:

1. Received an accreditation status of accredited-warned or accredited-probation;
2. Failed to satisfy any standard under Education Code 39.054(e); or
3. Failed to satisfy financial accountability standards as determined by commissioner rule.

In addition to revoking a district's accreditation, the commissioner may:

1. Order closure of the district and annex the district to one or more adjoining districts under Education Code 13.054; or
2. In the case of a home-rule school district, order closure of all programs operated under the district's charter.

Education Code 39A.005

Intervention to Improve High School Completion Rate

If a district is subject to commissioner action and the district has failed to satisfy any standard under Education Code 39.054(e) because of the district's dropout rates, the commissioner may impose sanctions against a district designed to improve high school completion rates, including:

1. Ordering the development of a dropout prevention plan for approval by the commissioner;
2. Restructuring the district or appropriate campuses to improve identification of and service to students who are at risk of dropping out of school, as defined by Education Code 29.081;
3. Ordering lower student-to-counselor ratios on campuses with high dropout rates; and

4. Ordering the use of any other intervention strategy effective in reducing dropout rates, including mentor programs and flexible class scheduling.

Education Code 39A.007

Interventions after Certain D Ratings

Until another performance rating is issued, TEA may not implement the following intervention or sanctions to a D-rated district or campus, if the D rating is considered acceptable [see AIA]. The following interventions and sanctions are subject to a pause:

1. Revocation of a charter under Education Code 12.115(c);
2. Annexation under Education Code 13.054;
3. Change in accreditation status under rules adopted for accreditation under Education Code 39.052; and
4. Interventions or sanctions under Education Code 39A.101(a), 39A.107(a) or (c), or 39A.111.

A performance rating of D that is considered acceptable may not be included in calculating consecutive school years of unacceptable performance ratings and is not considered a break in consecutive school years of unacceptable performance ratings.

Interventions or sanctions implemented prior to a pause shall continue during a school year for which interventions or sanctions listed above are paused.

Education Code 39A.118

Certain D-Rating Improvement Plans

A district or campus that is assigned a rating of D that qualifies under Education Code 39.0543(b) [see AIA] shall develop and implement a local improvement plan using the guidance provided by TEA.

The district or campus shall:

1. Conduct a data analysis related to areas of low performance;
2. Conduct a needs assessment based on the results of the data analysis, as follows:
    a. The needs assessment shall include a root cause analysis.
    b. Root causes identified through the needs assessment will be addressed in the local improvement plan; and
3. Create a local improvement plan, as follows:

a. Input must be gathered from the principal; campus-level committee established under Education Code 11.251 [see BQB]; parents; and community members, prior to the development of the local improvement plan, using the following steps.

(1) The campus must hold a public meeting at the campus. The campus shall take reasonable steps to conduct the meeting at a time and in a manner that would allow a majority of stakeholders to attend and participate. The campus may hold more than one meeting if necessary.

(2) The public must be notified of the meeting 15 days prior to the meeting by way of the district and campus website, local newspapers or other media that reach the general public, and the parent liaison, if present on the campus.

(3) All input provided by family and community members should be considered in the development of the final local improvement.

b. The completed local improvement plan must be presented at a public hearing and approved by the board.

19 TAC 97.1061(b)

Campus Intervention Team and Targeted Improvement Plan

Actions Based on Campus Performance

If the performance of a campus is below any standard under Education Code 39.054(e), the commissioner shall:

1. Take actions, to the extent the commissioner determines necessary, as provided by Education Code Chapter 39A; and
2. Assign a campus intervention team.

To the extent the commissioner determines necessary, the commissioner may:

1. Order a hearing to be held before the commissioner or the commissioner's designee at which the president of the board, the superintendent, and the campus principal shall appear and explain the campus's low performance, lack of improvement, and plans for improvement;
2. Establish a school community partnership team composed of members of the campus-level planning and decision-making committee and additional community representatives as determined appropriate by the commissioner;

3. If applicable under the strong foundations intervention under Education Code 39A.064, require the district to comply with all requirements of the strong foundations grant program under Education Code 29.0881 for the campus; or

4. Any combination of the actions described by items 1 through 3 above.

Education Code 39A.051

Texas Accountability Intervention System

If a campus's performance is below any standard under Education Code 39.054(e), the campus shall engage in interventions as described by TEA. The commissioner shall assign members to a campus intervention team as outlined in 19 Administrative Code 97.1063 and Education Code 39A.052. The campus shall establish a campus leadership team (CLT) that includes the campus principal and other campus leaders responsible for the development, implementation, and monitoring of the targeted improvement plan.

If a campus is assigned an unacceptable rating under Education Code 39.054(e):

1. For a second consecutive year, the campus must engage in the processes outlined in this provision, and the campus must develop a campus turnaround plan to be approved by the commissioner.

2. For a third or fourth consecutive year, the campus must engage in the processes outlined in this provision, and the campus must implement the commissioner-approved campus turnaround plan as described in 19 Administrative Code 97.1064.

3. For a fifth consecutive year, the commissioner shall order the appointment of a board of managers to govern the district or the closure of the campus.

Based on a campus's progress toward improvement, the commissioner may order a hearing if a campus's performance is below any standard under Education Code 39.054(e).

Interventions and sanctions listed under this provision begin upon release of preliminary ratings and may be adjusted based on final accountability ratings.

19 TAC 97.1061(a), (d), (f)–(j)

Campus Intervention Team

The campus intervention team shall follow the requirements of 19 Administrative Code 97.1061 and Education Code 39.106.

A campus intervention team assigned by the commissioner may include teachers, principals, other educational professionals, and superintendents recognized for excellence in their roles and appointed by the commissioner to serve as members of a team. *Education Code 39A.052*

A campus intervention team must include a district coordinator of school improvement (DCSI) and the campus principal's direct supervisor, if the DCSI is not the campus principal's direct supervisor. The DCSI must submit qualifications to TEA for approval.

An education professional, approved through an application either by TEA or TEA's technical assistance provider, who is not an employee of the campus or district, shall assist with the needs assessment.

19 TAC 97.1063(b)–(c)

On-Site Needs Assessment

A campus intervention team shall:

1. Conduct, with the involvement and advice of the school community partnership team, if applicable:
    a. If the commissioner determines necessary, a comprehensive on-site needs assessment; or
    b. A targeted on-site needs assessment relevant to an area of insufficient performance of the campus; and
2. Recommend appropriate actions as provided by Education Code 39A.054.

An on-site needs assessment must determine the factors resulting in the campus's low performance and lack of progress, including the contributing education-related factors.

In conducting a comprehensive on-site needs assessment, the campus intervention team shall use each of the guidelines and procedures at Education Code 39A.053(c) and 19 Administrative Code 97.1061(e).

In conducting a targeted on-site needs assessment, the campus intervention team shall use the appropriate guidelines and procedures described above relevant to each area of insufficient performance.

Education Code 39A.053; 19 TAC 97.1061(e)

Recommendations

On completing the on-site needs assessment, the campus intervention team shall, with the involvement and advice of the school community partnership team, if applicable, recommend actions relating to any area of insufficient performance, including:

1. Reallocation of resources;
2. Technical assistance;
3. Changes in school procedures or operations;
4. Staff development for instructional and administrative staff;
5. Intervention for individual administrators or teachers;
6. Waivers from state statutes or rules;
7. Teacher recruitment or retention strategies and incentives provided by the district to attract and retain appropriately certified and experienced teachers; or
8. Other actions the campus intervention team considers appropriate.

Education Code 39A.054

Targeted Improvement Plan

In addition to the duties relating to the on-site needs assessment, the campus intervention team shall:

1. Assist the campus in developing a targeted improvement plan;
2. Conduct a public meeting at the campus with the campus principal, the members of the campus-level planning and decision-making committee, parents of students attending the campus, and community members residing in the district to review the campus performance rating and solicit input for the development of the targeted improvement plan [see Notice of Public Meeting, below];
3. Assist the campus in submitting the targeted improvement plan to the board for approval and presenting the plan in a public hearing [see Public Hearing, below]; and
4. Assist the commissioner in monitoring the progress of the campus in executing the targeted improvement plan.

Education Code 39A.055; 19 TAC 97.1061(e)(3)–(4)

Notice of Public Meeting

The campus intervention team must provide written notice of the public meeting to the parents of students attending the campus and post notice of the meeting on the campus's internet website. The notice must include the date, time, and place of the meeting. *Education Code 39A.056*

The public must be notified of the meeting 15 days prior to the meeting by way of the district and campus website, local newspapers or other media that reach the general public, and the parent liaison, if present on the campus. *19 TAC 97.1061(e)(3)(A)(ii)*

Public Hearing

After a targeted improvement plan or an updated targeted improvement plan is submitted to the board, the board shall conduct a hearing to:

1. Notify the public of:
    a. The insufficient performance of the campus;
    b. The improvements in performance expected by TEA; and
    c. The intervention measures or sanctions that may be imposed under Education Code Chapter 39A if the performance does not improve within a designated period; and
2. Solicit public comment on the targeted improvement plan or updated targeted improvement plan.

The board must post the targeted improvement plan on the district's internet website before the hearing.

The board may conduct one hearing relating to one or more campuses subject to a targeted improvement plan or an updated targeted improvement plan.

Education Code 39A.057

Submission to Commissioner

The board shall submit the targeted improvement plan or updated targeted improvement plan to the commissioner for approval. The campus intervention team shall assist the campus in submitting the targeted improvement plan to the commissioner. *Education Code 39A.058*

Executing Plan

In executing the targeted improvement plan, the campus intervention team shall, if appropriate:

1. Assist the campus in implementing research-based practices for curriculum development and classroom instruction, including bilingual education and special education programs, and financial management;
2. Provide research-based technical assistance, including data analysis, academic deficiency identification, intervention implementation, and budget analysis, to strengthen and improve the instructional programs at the campus; and

3. Require the district to develop a teacher recruitment and retention plan to address the qualifications and retention of the teachers at the campus.

Education Code 39A.059

Continuing Duties of the Campus Intervention Team

For each year a campus is assigned an unacceptable performance rating, the campus intervention team shall:

1. Assist in updating the targeted improvement plan to identify and analyze areas of growth and areas that require improvement; and

2. Submit each updated targeted improvement plan to the board.

Education Code 39A.060

Local Improvement Plan

A district or campus that is assigned a rating of D that is considered acceptable [see AIA] shall develop and implement a local improvement plan.

A local improvement plan must be presented to the board.

Education Code 39A.065(a)–(b)

Campus Planning and Site-Based Decision-Making

The commissioner may authorize a school community partnership team established under Education Code 39A.051 to supersede the authority of and satisfy the requirements of establishing and maintaining a campus-level planning and decision-making committee.

The commissioner may authorize a targeted improvement plan, an updated targeted improvement plan, or a local improvement plan to supersede the provisions of and satisfy the requirements of developing, reviewing, and revising a campus improvement plan.

Education Code 39A.061

Submission of Campus Improvement Plan

If the performance of a campus satisfies performance standards under Education Code 39.054(e) for the current school year but would not satisfy the performance standards if the standards to be used for the following school year were applied to the current school year, on the request of the commissioner, the campus-level planning and decision-making committee shall revise and submit to the commissioner the portions of the campus improvement plan that are relevant to those areas for which the campus would not satisfy performance standards. The revised portions of the improvement plan must be submitted in an electronic format. *Education Code 39A.062*

Compliance Through Federal Accountability

Notwithstanding the provisions of Education Code Chapter 39A, if the commissioner determines that a campus subject to interventions or sanctions has implemented substantially similar intervention measures under federal accountability requirements, the commissioner may accept the substantially similar intervention measures as measures in compliance with Education Code Chapter 39A. *Education Code 39A.063*

Campus Turnaround Plan

If a campus has been identified as unacceptable for two consecutive school years, the commissioner shall order the campus to prepare and submit a campus turnaround plan.

Updated Targeted Improvement Plan

A campus intervention team shall assist the campus in:

1. Developing an updated targeted improvement plan, including a campus turnaround plan to be implemented by the campus;
2. Submitting the updated targeted improvement plan to the board for approval and presenting the plan in a public hearing as provided by Education Code 39A.057;
3. Obtaining approval of the updated plan from the commissioner; and
4. Executing the updated plan on approval by the commissioner.

The updated targeted improvement plan submitted to the board must include all plans and details that are required to execute the campus turnaround plan without any additional action or approval by the board.

Education Code 39A.101

Public Notice

Within 60 days of receiving a campus's preliminary accountability rating, the district must notify parents, community members, and stakeholders that the campus received an unacceptable rating for two consecutive years and request assistance in developing the campus turnaround plan in accordance with 19 Administrative Code 97.1064. *19 TAC 97.1064(d)*

Submission and Approval

Upon approval of the board, the district must submit the campus turnaround plan electronically to TEA by March 1 unless otherwise specified. Not later than June 15 of each year, the commissioner must either approve or reject any campus turnaround plan prepared and submitted by a district. *19 TAC 97.1064(g)–(h); Education Code 39A.103–.104*

Implementation, Modification, and Withdrawal

A campus may implement, modify, or withdraw its campus turnaround plan with board approval if the campus receives an academically acceptable rating for the school year following the development of the campus turnaround plan.

A campus that has received an unacceptable rating for the school year following the development of the campus turnaround plan must implement its commissioner-approved campus turnaround plan with fidelity until the campus operates for two consecutive school years without an unacceptable rating.

Change in Circumstances

A campus may modify its campus turnaround plan with commissioner approval if it is determined that due to a change in circumstances occurring after the plan's approval under Education Code 39A.107 a modification of the plan is necessary to achieve the plan's objectives.

A change in circumstance may be the following, but not limited to:

1. A campus that has written a turnaround plan but has not yet been ordered to implement it and has received a Not Rated; Declared State of Disaster rating for two consecutive years prior to receiving its next F rating; or
2. A campus that has implemented its turnaround plan for no more than one year prior to receiving a Not Rated; Declared State of Disaster rating for two consecutive years.

A campus that has modified its turnaround plan under this provision may only request additional modifications to the plan based on circumstances that have changed since the last commissioner-approved modification.

Commissioner Authority

The commissioner may appoint a monitor, conservator, management team, or board of managers for a school district that has a campus that has been ordered to implement an updated targeted improvement plan. The commissioner may order any of the interventions as necessary to ensure district-level support for the low-performing campus and the implementation of the updated targeted improvement plan. The commissioner may make the appointment at any time during which the campus is required to implement the updated targeted improvement plan.

19 TAC 97.1064(j)–(m)

Required Contents

A campus turnaround plan must include:

1. Details on the method for restructuring, reforming, or reconstituting the campus;
2. A detailed description of the academic programs to be offered at the campus, including:
    a. Instructional methods;
    b. Length of school day and school year;

c. Academic credit and promotion criteria; and

d. Programs to serve special student populations;

3. If a district charter is to be granted for the campus under Education Code 12.0522:

a. The term of the charter; and

b. Information on the implementation of the charter;

4. Written comments from:

a. The campus-level committee established under Education Code 11.251, if applicable;

b. Parents; and

c. Teachers at the campus;

5. A detailed description of the budget, staffing, and financial resources required to implement the plan, including any supplemental resources to be provided by the district or other identified sources; and

6. A detailed description for developing and supporting the oversight of academic achievement and student performance by the board of trustees under Education Code 11.1515.

Education Code 39A.105(a) [Acts of the 85th Legislative Session, Senate Bill 1566, amended former Education Code 39.107(b-1) to include the information provided at Subsection (6)]

Implementing Entities

A campus ordered to prepare a campus turnaround plan shall implement the updated targeted improvement plan as approved by the commissioner.

The commissioner may appoint a monitor, conservator, management team, or board of managers to the district to ensure and oversee district-level support to low-performing campuses and the implementation of the updated targeted improvement plan.

The commissioner shall appoint a conservator to a district unless and until each campus in the district for which a campus turnaround plan has been ordered receives an acceptable performance rating for the school year or the commissioner determines a conservator is not necessary.

In making appointments, the commissioner shall consider individuals who have demonstrated success in managing campuses with

student populations similar to the campus at which the individual appointed will serve.

Education Code 39A.102, .108

Effective Date

A campus turnaround plan must take effect not later than the school year following the third consecutive school year that the campus has received an unacceptable performance rating. *Education Code 39A.106*

Commissioner Approval or Rejection

Not later than June 15 of each year, the commissioner shall, in writing, either approve or reject any campus turnaround plan prepared and submitted to the commissioner by a district. If the commissioner rejects a campus turnaround plan, the commissioner must also send the district an outline of the specific concerns regarding the turnaround plan that resulted in the rejection. *Education Code 39A.107(a-1)*

If the commissioner rejects a campus turnaround plan, the district must create a modified plan with assistance from TEA staff and submit the modified plan to the commissioner for approval not later than the 60th day after the date the commissioner rejects the campus turnaround plan. The commissioner shall notify the district in writing of the commissioner's decision regarding the modified plan not later than the 15th day after the date the commissioner receives the modified plan. *Education Code 39A.107(a-2)*

The commissioner may approve a campus turnaround plan only if the commissioner determines that the campus will satisfy all student performance standards required under Education Code 39.054(e) not later than the second year the campus receives a performance rating following the implementation of the campus turnaround plan.

Education Code 12.0522(b) does not apply to a district charter approved by the commissioner. An approved district charter may be renewed or continue in effect after the campus is no longer subject to the commissioner’s order under Education Code 39A.101.

If the commissioner does not approve a campus turnaround plan, the commissioner shall order:

1. Appointment of a board of managers to govern the district;
2. Alternative management of the campus; or
3. Closure of the campus.

Education Code 39A.107; 19 TAC 97.1065

Preparation

Following approval of a campus turnaround plan by the commissioner, the district, in consultation with the campus intervention team, may take any actions needed to prepare for the implementation of the plan. *Education Code 39A.108*

Assistance and Partnerships

A district may:

1. Request that a regional education service center provide assistance in the development and implementation of a campus turnaround plan; or
2. Partner with an institution of higher education to develop and implement a campus turnaround plan.

Education Code 39A.109

Modification in Campus Turnaround Plan

If a campus for which a campus turnaround plan has been ordered receives an acceptable performance rating for the school year following the order, the board may:

1. Implement the campus turnaround plan;
2. Implement a modified version of the campus turnaround plan; or
3. Withdraw the campus turnaround plan.

A district required to implement a campus turnaround plan may modify the plan if the campus receives an acceptable performance rating for two consecutive school years following implementation of the plan.

The commissioner may authorize modification of an approved campus turnaround plan if the commissioner determines that due to a change in circumstances occurring after the plan's approval, a modification of the plan is necessary to achieve the plan's objectives.

Education Code 39A.110

Continued Unacceptable Performance Rating

If a campus is considered to have an unacceptable performance rating for five consecutive school years, the commissioner shall order:

1. Appointment of a board of managers to govern the district; or
2. Closure of the campus.

Education Code 39A.111

Parent Petition for Action

“Parent” means the parent who is indicated on the student registration form at that campus and the signature of only one parent of a student is required.

If the commissioner is presented, in the time and manner specified by commissioner rule, with a written petition signed by the parents of a majority of the students enrolled at a campus with an unacceptable performance rating for three consecutive school years, specifying an authorized action that the parents request the commissioner to order, the commissioner shall order the specific action requested.

If the board presents to the commissioner, in the time and manner specified by commissioner rule, a written request that the commissioner order specific authorized action other than the specific action requested in the parents' petition and a written explanation of the basis for the board's request, the commissioner may order the action requested by the board.

Education Code 12.051, 39A.112; 19 TAC 97.1065(d)

Repurposing of Closed Campus

If the commissioner orders the closure of a campus, that campus may be repurposed to serve students at that campus location only if the commissioner finds that the repurposed campus offers a distinctly different academic program and approves a new campus identification number for the repurposed campus. A campus may be repurposed if the campus:

1. Serves a majority of grade levels not served at the original campus; or
2. Is operated under a contract, approved by the school board, with a nonprofit organization exempt from federal taxation under Section 501(c)(3), Internal Revenue Code of 1986 that:
    a. Has a governing board that is independent of the district;
    b. Has a successful history of operating school district campuses or open-enrollment charter schools:
        (1) That cumulatively serve 10,000 or more students; and
        (2) A majority of which have been assigned an overall performance rating of B or higher under Education Code 39.054 for the preceding school year; and
    c. Has been assigned an overall performance rating of B or higher under Education Code 39.054 for the preceding school year.

Student Enrollment and Assignment

Any student assigned to a campus that has been closed must be allowed to transfer to any other campus in the district that serves that student's grade level and on request must be provided transportation to the other campus.

The commissioner may grant an exemption allowing students assigned to a closed campus to attend the repurposed campus if there is no other campus in the district at which the students may enroll.

Noncontracted Repurposed Campus

The majority of students assigned to a campus that has been closed and repurposed may not have attended that campus in the previous school year if the campus was repurposed to serve a majority of grade levels not served at the original campus.

Enrollment Provision in Contract

A contract approved by the school board with a nonprofit organization must provide that a student residing in the attendance zone of the campus immediately before the campus was repurposed shall be admitted for enrollment at the repurposed campus.

Education Code 39A.113

Targeted Technical Assistance

If the commissioner determines that the basis for the unacceptable performance of a campus for more than two consecutive school years is limited to a specific condition that may be remedied with targeted technical assistance, the commissioner may require the district to contract for the appropriate technical assistance. *Education Code 39A.114*

Alternative Management

The commissioner shall appoint a monitor, conservator, management team, or board of managers whenever such action is required, as determined by 19 Administrative Code 97.1073. Action under any other section of 19 Administrative Code Chapter 97, Subchapter EE is not a prerequisite to acting under this section. *19 TAC 97.1073*

Solicitation of Proposals

If the commissioner orders alternative management of a campus, the commissioner shall solicit proposals from qualified nonprofit entities to assume management of the campus or appoint a school district as provided below. The commissioner may solicit proposals from qualified for-profit entities if a nonprofit entity has not responded to the commissioner's request for proposals.

The commissioner may appoint a school district to assume management of the campus if the district:

1. Is not the district in which the campus is located; and
2. Is located within the boundaries of the same regional education service center as the campus.

If a school district is appointed, the district shall assume management of the campus in the same manner as a qualified entity or in accordance with commissioner rule.

The commissioner may annually solicit proposals for the alternative management of a campus. The commissioner shall notify a qualified entity that has been approved as a provider under this section.

Education Code 39A.151

Qualifications of Managing Entity

To qualify for consideration as a managing entity, the entity must submit a proposal that provides information relating to the entity's management and leadership team that will participate in management of the campus under consideration, including information relating to individuals who have:

1. Documented success in whole school interventions that increased the educational and performance levels of students in campuses considered to have an unacceptable performance rating;
2. A proven record of effectiveness with programs assisting low-performing students;
3. A proven ability to apply research-based school intervention strategies;
4. A proven record of financial ability to perform under the management contract; and
5. Any other experience or qualifications the commissioner determines necessary.

In selecting a managing entity, the commissioner shall give preference to a qualified entity that:

1. Meets any of the commissioner’s qualifications; and
2. Has documented success in educating students from similar demographic groups and with similar educational needs as the students who attend the campus to be operated by the managing entity.

Education Code 39A.152

Contract with Managing Entity

If the commissioner has ordered alternative management of a campus, the district shall execute a contract with an approved provider to serve as a managing entity for the campus. The term of the contract may not exceed five years with an option to renew the contract. The district must execute the contract and relinquish control of the campus before January 1 of the school year.

The management contract must include:

1. A provision describing the district's responsibilities in supporting the operation of the campus; and

2. Provisions approved by the commissioner requiring the managing entity to demonstrate improvement in campus performance, including negotiated performance measures.

Performance measures must be consistent with the priorities of Education Code Chapters 39 and 39A.

The management contract must be approved by the commissioner before the contract is executed. As appropriate, the commissioner may require the district, as a term of the contract, to support the campus in the same manner as the district was required to support the campus before the execution of the contract.

Education Code 39A.153; 19 TAC 97.1067

Extension of Management Contract

The commissioner may require a district to extend the term of a management contract with a managing entity if the commissioner determines that extending the contract on expiration of the initial term is in the best interest of the students attending the campus. The terms of the contract must be approved by the commissioner. *Education Code 39A.154*

Evaluation of Managing Entity

The commissioner shall evaluate a managing entity's performance on the first and second anniversaries of the date of the management contract.

If the evaluation fails to demonstrate improvement as negotiated under the management contract by the first anniversary of the date of the contract, the district may:

1. Terminate the contract, with the commissioner's consent, for nonperformance or breach of contract; and

2. Select another provider from an approved list provided by the commissioner.

If the evaluation fails to demonstrate significant improvement, as determined by the commissioner, by the second anniversary of the date of the management contract, the district shall:

1. Terminate the contract; and

2. Select another provider from an approved list provided by the commissioner or resume operation of the campus if approved by the commissioner.

If the commissioner approves the district's resumed operation of the campus, the commissioner shall assign a technical assistance team to assist the campus.

Education Code 39A.155

Cancellation of Management Contract

If a campus receives an unacceptable performance rating for two consecutive school years after a managing entity assumes management of the campus, the commissioner shall cancel the contract with the managing entity. *Education Code 39A.156*

Return of Management to District

Unless a campus has an unacceptable performance rating for three consecutive school years [see Continued Unacceptable Performance Rating, above], at the end of a management contract term or on the cancellation of a management contract, the board shall resume management of the campus. *Education Code 39A.157*

Applicability of Accountability Provisions

Each campus operated by a managing entity is subject to Education Code Chapters 39 and 39A in the same manner as any other campus in the district. *Education Code 39A.158*

Funding

The funding for a campus operated by a managing entity may not be less than the funding of the other campuses in the district on a per student basis so that the managing entity receives at least the same funding the campus would otherwise have received. *Education Code 39A.159*

Open Meetings and Public Information

With respect to the management of a campus by a managing entity:

1. A managing entity is considered to be a governmental body for purposes of Government Code Chapter 551 (Open Meetings Act) and Government Code Chapter 552 (Public Information Act); and

2. Any requirement in the Open Meetings Act or Public Information Act that applies to a school district or the board of trustees of a district applies to a managing entity.

Education Code 39A.160

Board of Managers

General Powers and Duties

Notwithstanding Education Code 11.151(b) or 11.1511(a) or any other provision of the Education Code, a board of managers may exercise all of the powers and duties assigned to a board of trustees of a school district by law, rule, or regulation.

A board of managers appointed by the commissioner is required to take appropriate actions to resolve the conditions that caused a campus to be subject to the commissioner's order, including amending the district's budget, reassigning staff, or relocating academic programs. The commissioner may adopt rules necessary to implement this subsection.

Education Code 39A.201

Board of Managers of District	Notwithstanding Education Code 11.151(b) or 11.1511(a) or any other provision of the Education Code, if the commissioner appoints a board of managers to govern a district: 1. The powers of the board are suspended for the period of the appointment; and 2. The commissioner shall appoint a district superintendent. A board of managers appointed to govern a school district may amend the budget of the district. Education Code Chapter 39A applies to a school district governed by a board of managers in the same manner it applies to any other district. *Education Code 39A.202*
Composition of Board of Managers	A board of managers appointed by the commissioner must, if possible, include community leaders, business representatives who have expertise in leadership, and individuals who have knowledge or expertise in the field of education. *Education Code 39A.204*
Training of Board of Managers	The commissioner must provide each individual appointed to a board of managers with training in effective leadership strategies. *Education Code 39A.205* The training in effective leadership strategies shall be provided by TEA-approved authorized providers of board training to each individual appointed by the commissioner to a board of managers, and, following the expiration of the appointment of the board of managers, to the board of trustees of the school district. *19 TAC 97.1073(h)*
Compensation	The commissioner may authorize payment of a board of managers from TEA funds. A conservator or a member of a management team appointed to serve on a board of managers may continue to be compensated as determined by the commissioner. *Education Code 39A.206*
Replacement of Member of Board of Managers	The commissioner may at any time replace a member of a board of managers. The commissioner may adopt rules necessary to implement this section. *Education Code 39A.207*
Expiration of Appointment	A board of managers shall, during the period of the appointment, order the election of members of the board of trustees of the school district in accordance with the law. The members of the board of trustees do not assume any powers or duties after the election until the appointment of the board of managers expires.

Not later than the second anniversary of the date the board of managers of a school district was appointed, the commissioner shall notify the board of managers and the board of trustees of the date on which the appointment of the board of managers will expire. Following each of the last three years of the period of the appointment, one-third of the members of the board of managers shall be replaced by the number of members of the board of trustees who were elected at an election that constitutes, as closely as possible, one-third of the membership of the board of trustees.

If, before the second anniversary of the date the board of managers of a school district was appointed, the commissioner determines, after receiving local feedback, that insufficient progress has been made toward improving the academic or financial performance of the district, the commissioner may extend the authority of the board of managers for a period of up to two additional years.

On the expiration of the appointment of the board of managers, the board of trustees assumes all of the powers and duties assigned to a board of trustees by law, rule, or regulation.

Following the expiration of the period of appointment of a board of managers for a school district, the commissioner shall provide training in effective leadership strategies to the board of trustees.

Education Code 39A.208; 19 TAC 97.1073

Removal of Board of Managers

The commissioner may remove a board of managers appointed to govern a school district only if the campus that was the basis for the appointment of the board of managers receives an acceptable performance rating for two consecutive school years.

If a campus that was the basis for the appointment of a board of managers receives an unacceptable performance rating for two additional consecutive years following the appointment of the board of managers, the commissioner may remove the board of managers and, in consultation with the local community, may appoint a new board of managers to govern the district.

Following the removal of a board of managers, or at the request of a managing entity to oversee the implementation of alternative management, the commissioner may appoint a conservator or monitor for the district to ensure district-level support for low-performing campuses and to oversee the implementation of the updated targeted improvement plan.

Education Code 39A.209; 19 TAC 97.1073

Challenge of Intervention or Sanction

Review of Sanctions by SOAH

A district must appeal under this provision if the district intends to challenge the commissioner's decision to close the district or a campus, pursue alternative management of a campus, appoint a board of managers to the district, or appoint a conservator or management team to the district.

A challenge is under the substantial evidence rule [see Government Code Chapter 2001, Subchapter G]. The commissioner shall adopt procedural rules for a challenge under this section.

Notwithstanding other law:

1. The State Office of Administrative Hearings (SOAH) shall conduct an expedited review of a challenge;
2. The administrative law judge shall issue a final order not later than the 30th day after the date on which the hearing is finally closed;
3. The decision of the administrative law judge is final and may not be appealed; and
4. The decision of the administrative law judge may set an effective date for an action under this section.

Education Code 39A.301

Appeals

If an order, decision, or determination is described as final in Education Code Chapter 7, 11, 12, 39, or 39A, an interlocutory or intermediate order, decision, report, or determination made or reached before the final order, decision, or determination may be appealed only as specifically authorized by the Education Code or a rule adopted under the Education Code. *Education Code 5.003*

A decision by the commissioner under Education Code Chapter 39 or 39A is final and may not be appealed unless an applicable provision of Chapter 39 or 39A provides otherwise. *Education Code 39A.906*

Annual Review

The commissioner shall annually review the performance of a district or campus subject to intervention and sanction to determine the appropriate actions to be implemented.

The commissioner must review at least annually the performance of a district for which the accreditation status or performance rating has been lowered due to insufficient student performance and may not raise the accreditation status or performance rating until the district has demonstrated improved student performance.

If the review reveals a lack of improvement, the commissioner shall increase the level of state intervention and sanction unless the commissioner finds good cause for maintaining the current status.

Education Code 39A.901

Increasing Intensity

If a district or campus does not exhibit improvement in student performance, the commissioner may increase the intensity of intervention and sanction that would otherwise be required by statute or rule, including ordering campus closure, district annexation, or appointment of a board of managers.

For purposes of this section, improvement means an increase in the scaled score for the overall academic performance rating under Education Code Chapter 39.

19 TAC 97.1070(a)–(b)

Intervention Programs

A campus may submit an accelerated campus excellence (ACE) turnaround plan. The plan must meet the requirements of Education Code 39A.105(b). *Education Code 39A.105(b)–(c)*

ACE Turnaround Plan

Resource Campus

An eligible campus may apply to the commissioner to be designated as a resource campus that provides quality education and enrichment for campus students. To apply to be designated as a resource campus, the campus must have received an overall performance rating of F for four years over a ten-year period of time. *Education Code 29.934(a)–(b)*

Strong Foundations Intervention

Notwithstanding when a D rating is considered acceptable or any other law, the commissioner may require a district to comply with all requirements of the strong foundations grant program under Education Code 29.0881 at a campus that:

1. Includes students at any grade level from prekindergarten through fifth grade;
2. Is assigned an overall performance rating of D or F; and
3. Is in the bottom five percent of campuses in the state based on student performance on the grade three state reading assessment during the previous school year, as determined by the commissioner.

Education Code 39A.064(a)

Miscellaneous Provisions

Acquisition of Professional Services

In addition to other authorized interventions and sanctions, the commissioner may order a district or campus to acquire professional services at the expense of the district or campus to address the applicable financial, assessment, data quality, program, performance, or governance deficiency. The commissioner's order may require the district or campus to:

1. Select or be assigned an external auditor, data quality expert, professional authorized to monitor district assessment instrument administration, or curriculum or program expert; or
2. Provide for or participate in the appropriate training of district staff or board members in the case of a district, or campus staff, in the case of a campus.

Education Code 39A.902

Costs Paid by District

The costs of providing a monitor, conservator, management team, campus intervention team, technical assistance team, managing entity, or service provider shall be paid by the district. If the district fails or refuses to pay the costs in a timely manner, the commissioner may:

1. Pay the costs using amounts withheld from any funds to which the district is otherwise entitled; or
2. Recover the amount of the costs in the manner provided for recovery of an over allocation of state funds under Education Code 48.272.

Education Code 39A.903

Immunity from Civil Liability

An employee, volunteer, or contractor acting on behalf of the commissioner, or a member of a board of managers appointed by the commissioner, is immune from civil liability to the same extent as a professional employee of a district under Education Code 22.051. *Education Code 39A.904*

Campus Name Change

In reconstituting, repurposing, or imposing any other intervention or sanction on a campus, the commissioner may not require that the name of the campus be changed. *Education Code 39A.905*

Special Program Performance Determination

The commissioner shall assign districts an annual determination level based on performance levels of certain special populations student groups under 19 Administrative Code 97.1005 (Results Driven Accountability) [see AIB] according to the criteria and requirements in 19 Administrative Code 97.1071.

The commissioner shall notify in writing each district identified for review under this section as a result of assigned determination level or cyclical selection prior to requiring a district to implement or

participate in any activities included in 19 Administrative Code 97.1071(f)(1)–(6).

Actions taken under this section are intended to assist the district in raising its performance and/or achieving compliance under 19 Administrative Code 97.1005 and 74.28 and Education Code sections 28.006 and 38.003 and do not preclude or substitute for a sanction under another provision of Chapter 97, Subchapter EE.

19 TAC 97.1071(c), (g), (h)

Intervention Pause

Except as otherwise provided by 19 Administrative Code 97.1062 and unless extended by the commissioner, TEA will cease to enforce the interventions under Education Code 39A.101–39A.111 until conclusion of the second consecutive school year of operation under:

1. A partnership as defined by 19 Administrative Code 97.1077(a)(2), (b), or (c) of this title [see ELA]; or
2. Designation as a mathematics innovation zone under Education Code 28.020 and applicable rules.

Any intervention or sanction not covered by the provision above shall continue.

If a campus ceases to qualify for the intervention pause at any point during a school year, TEA will resume previously ordered interventions and sanctions, order interventions and sanctions based on the rating from that school year, and count that rating for purposes of consecutive years of performance.

19 TAC 97.1062

Failure to Submit Emergency Operations Plan

If TEA receives notice from the Texas School Safety Center of a district's failure to submit a multihazard emergency operations plan [see CKC], the commissioner may appoint a conservator for the district under Education Code Chapter 39A. The conservator may order the district to adopt, implement, and submit a multihazard emergency operations plan. If a district fails to comply with a conservator's order to adopt, implement, and submit a multihazard emergency operations plan within the time frame imposed by the commissioner, the commissioner may appoint a board of managers under Education Code Chapter 39A to oversee the operations of the district. *Education Code 37.1082(a)–(b)*

Note: The following provisions apply to a district with a central administrative office that is located in a county with a population of more than two million and that has a student enrollment that is more than 125,000 and less than 200,000, and that is operating under a turnaround plan.

Student Board Member

Notwithstanding Education Code 11.051(b) (number of trustees on a school board), the board may adopt a resolution establishing as a nonvoting member a student trustee position. If a board adopts such a resolution, the board shall adopt a policy addressing the topics specified in statute. A student trustee may not participate in a closed session of a board meeting [see BEC] in which any issue related to a personnel matter is considered. *Education Code 11.0511(a)–(f)*

Special Investigations

The commissioner may authorize a special investigation:

1. When excessive numbers of absences of students eligible to be tested on state assessment instruments are determined;
2. When excessive numbers of allowable exemptions from the required state assessment are determined;
3. In response to complaints to the Texas Education Agency (TEA) of alleged violations of civil rights or other requirements imposed on the state by federal law or court order;
4. In response to established compliance reviews of the district's financial accounting practices and state and federal reporting requirements;
5. When extraordinary numbers of student placements in disciplinary alternative education programs, other than placements under Education Code 37.006 and 37.007, are determined;
6. In response to an allegation involving a conflict between members of the board or between the board and the district administration if it appears that the conflict involves a violation of a role or duty of the board members or the administration clearly defined by the Education Code. If TEA's findings indicate the board has observed a lawfully adopted policy, TEA may not substitute its judgment for that of the board;
7. When excessive numbers of students in special education programs are assessed through modified assessment instruments;
8. In response to an allegation regarding, or an analysis using a statistical method result indicating, a possible violation of an assessment instrument security procedure;
9. When a significant pattern of decreased academic performance has developed as a result of the promotion in the preceding two school years of students who did not perform satisfactorily on the state assessments;
10. When excessive numbers of students eligible to enroll fail to complete an Algebra II course or any other advanced course as determined by the commissioner;
11. When resource allocation practices indicate a potential for significant improvement in resource allocation;
12. When a disproportionate number of students of a particular demographic group is graduating with a particular endorsement;

13. When an excessive number of students is graduating with a particular endorsement;

14. When a school district for any reason fails to produce, at the request of TEA, evidence or an investigation report relating to an educator who is under investigation by the State Board for Educator Certification;

15. When ten percent or more of the students graduating in a particular school year from a particular high school campus are awarded a diploma based on the determination of an individual graduation committee under Education Code 28.0258;

16. In response to a complaint with respect to alleged inaccurate data that is reported through PEIMS or through other reports required by state or federal law or rule or court order and that is used by TEA to make a determination relating to public school accountability, including accreditation, under Education Code Chapter 39;

17. In response to repeated complaints concerning imposition of excessive paperwork requirements on classroom teachers; or

18. As the commissioner otherwise determines necessary.

The commissioner may authorize special investigations to be conducted in response to repeated complaints submitted to the agency concerning imposition of excessive paperwork requirements on classroom teachers.

Education Code 39.003(a), (c)

TEA shall adopt written procedures for conducting special accreditation investigations, including procedures that allow TEA to obtain information from district employees in a manner that prevents a district or campus from screening the information. *Education Code 39.004*

Note: The procedures for conducting a special investigation, holding a hearing following an investigation, the process for commissioner determinations, and judicial appeal are described in Education Code 39.004–.007.

Commissioner Action

Based on the results of a special investigation, the commissioner may:

1. Take appropriate action under Education Code Chapter 39A, [see AIC];

2. Lower the district's accreditation status or a district's or campus's performance rating; or

3. Take action under both items 1 and 2 above.

Education Code 39.003(d)

At any time before issuing a report with the TEA's final findings, the commissioner may defer taking the above action until:

1. A person who is a third party, selected by the commissioner, has reviewed programs or other subjects of a special investigation and submitted a report identifying problems and proposing solutions;

2. A district completes a corrective action plan developed by the commissioner; or

3. The completion of actions under both items 1 and 2 above.

Education Code 39.003(e)

Based on the results of an action taken above, the commissioner may decline to take the deferred action. *Education Code 39.003(f)*

Note: The procedures for an informal review or hearing following an investigation are described in 19 Administrative Code Chapter 157, Subchapter EE.

Monitoring Reviews

In accordance with Education Code 7.028(a), TEA may monitor compliance with requirements applicable to a process or program provided by a district, campus, or program, only as necessary to ensure:

1. Compliance with federal law and regulations;

2. Financial accountability, including compliance with grant requirements;

3. Data integrity for purposes of:

   a. The Public Education Information Management System (PEIMS); and

   b. Accountability under Education Code Chapter 39 and 39A; and

4. Qualification for funding under Education Code Chapter 48.

The board has primary responsibility for ensuring that the district complies with all applicable requirements of state educational programs.

Education Code 7.028

Compliance Monitoring Activities

Districts are subject to general supervision and monitoring activities for compliance with state law and federal regulation and review of program implementation and effectiveness within certain special populations of students.

Activities may include:

1. Random, targeted, or cyclical reviews authorized under Education Code 39.056 (monitoring reviews), conducted remotely or on-site to identify problems implementing state and federal requirements and to provide support for development of reasonable and appropriate strategies to address identified problems; and/or

2. Intensive or special investigative remote or on-site reviews authorized under Education Code 39.057 (redesignated to Education Code 39.003, special investigations).

Activities described in item 1, above, are applicable for compliance with requirements for reading diagnosis in Education Code 28.006 [see EKC] and dyslexia and related disorders in Education Code 38.003 and 19 Administrative Code 74.28 [see EHB].

19 TAC 97.1071(a)–(b)

Notice

TEA shall give written notice to the superintendent and the board of trustees of any impending monitoring review. *Education Code 39.056(d)*

Conducting the Review

A monitoring review may include desk reviews and on-site visits, including random on-site visits. In conducting a monitoring review, TEA may obtain information from administrators, other district employees, parents of students enrolled in the district, and other persons as necessary. *Education Code 39.056(c), (g)*

Converting to a Special Investigation

The commissioner may at any time convert a monitoring review to a special investigation under Education Code 39.003, provided the commissioner promptly notifies the district of the conversion. *Education Code 39.056(h)*

Improvements

TEA shall report in writing to the superintendent and president of the board and shall make recommendations concerning any necessary improvements or sources of aid such as regional education service centers. A district that takes action with regard to the recommendations provided by TEA shall make a reasonable effort to

seek assistance from a third party in developing an action plan to improve district performance using improvement techniques that are goal-oriented and research-based. *Education Code 39.056(e)–(f)*

Appeals

A decision by the commissioner under Education Code Chapter 39 or 39A is final and may not be appealed unless an applicable provision of Chapter 39 or 39A provides otherwise. *Education Code 39A.906* [See AIC]

Compliance Investigation

A compliance investigation is an investigation by TEA of a state education grant recipient to determine compliance with the statutory or rule requirements of a state education program. A compliance investigation is not a special accreditation investigation subject to the provisions described above. *19 TAC 102.1401(a)*

Membership

The Board shall consist of seven members.

Method of Election

Election of Board members shall be at large.

Election Date

General election of Board members shall be on the May uniform election date.

Terms and Election Schedule

Board members shall be elected for three-year terms, with elections conducted annually, as follows:

The election of two Board members shall be held in 2023, 2026, 2029, and in three-year intervals thereafter.

The election of three Board members shall be held in 2024, 2027, 2030, and in three-year intervals thereafter.

The election of two Board members shall be held in 2025, 2028, 2031, and in three-year intervals thereafter.

Method of Voting

Plurality

The candidates receiving the highest number of votes for the number of seats with expiring terms shall be elected.

Open Meetings Act Training

Not later than the 90th day after taking the oath of office, each board member shall complete training of not less than one and not more than two hours regarding the responsibilities of the board and its members under Government Code Chapter 551 (Open Meetings Act).

The attorney general may provide the training and may also approve other acceptable sources of training.

The board shall maintain and make available for public inspection the record of its members' completion of the training. The failure of one or more members of the board to complete the training does not affect the validity of an action taken by the board.

Gov't Code 551.005

Public Information Act Training

Not later than the 90th day after taking the oath of office, each board member shall complete training of not less than one and not more than two hours regarding the responsibilities of the board and its officers and employees under Government Code Chapter 552 (Public Information Act). A board member may designate a public information coordinator to satisfy the training for the board member if the public information coordinator is primarily responsible for administering the responsibilities of the board member or board under the Public Information Act. [See GBAA regarding public information coordinator training] *Gov't Code 552.012*

SBOE-Required Training

A trustee must complete any training required by the State Board of Education (SBOE). *Education Code 11.159*

The SBOE's framework for governance leadership [see BBD(EXHIBIT)] shall be distributed annually by the board president to all current board members and the superintendent. *19 TAC 61.1(a)*

The continuing education required under Education Code 11.159 applies to each member of the board. To the extent possible, an entire board shall participate in continuing education programs together. *19 TAC 61.1(b), (i)*

No continuing education shall take place during a board meeting unless that meeting is called expressly for the delivery of board member continuing education. Continuing education may take place prior to or after a legally called board meeting in accordance with Government Code 551.001(4) (definition of "meeting"). *19 TAC 61.1(e)*

A regional education service center (ESC) board member continuing education program shall be open to any interested person, in-

cluding a current or prospective board member. A district is not responsible for any costs associated with individuals who are not current board members. *19 TAC 61.1(f)*

Annually, the SBOE shall commend those board-superintendent teams that complete at least eight hours of the continuing education specified at Team Building and Additional Continuing Education, below, as an entire board-superintendent team.

Annually, the SBOE shall commend board-superintendent teams that effectively implement the commissioner of education's trustee improvement and evaluation tool developed under Education Code 11.182 [see BG] or any other tool approved by the commissioner.

19 TAC 61.1(k), (l)

Verification

For each training described below, the provider of continuing education shall provide verification of completion of board member continuing education to the individual participant and to the participant's school district. The verification must include the provider's authorization or registration number. *19 TAC 61.1(h)*

Reporting

At the last regular board meeting before an election of trustees, the board president shall announce the name of each board member who has completed the required continuing education, who has exceeded the required hours of continuing education, and who is deficient in meeting the required continuing education as of the anniversary of the date of each board member's election or appointment to the board or two-year anniversary of his or her previous training, as applicable. The announcement shall state that completing the required continuing education is a basic obligation and expectation of any board member under SBOE rule. The minutes of the last regular board meeting held before an election of trustees must reflect whether each trustee has met or is deficient in meeting the training required for the trustee 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. The president shall cause the minutes to reflect the announcement and, if the minutes reflect that a trustee is deficient in training as of the anniversary of his or her joining the board, the district shall post the minutes on the district's internet website within ten business days of the meeting and maintain the posting until the trustee meets the requirements. *19 TAC 61.1(j); Education Code 11.159(b)*

Local District Orientation

Each board member shall complete a local district orientation session. The purpose of the local orientation is to familiarize new board members with local board policies and procedures and district goals and priorities.

A candidate for school board may complete the training up to one year before he or she is elected or appointed. A newly elected or appointed board member who did not complete this training in the year preceding his or her election or appointment must complete the training within 120 calendar days after election or appointment.

The orientation shall:

1. Be at least three hours in length.
2. Address local district practices in the following, in addition to topics chosen by the local district:
    a. Curriculum and instruction;
    b. Business and finance operations;
    c. District operations;
    d. Superintendent evaluation; and
    e. Board member roles and responsibilities.

Each board member should be made aware of the continuing education requirements of 19 Administrative Code 61.1 and those of the following:

1. Open meetings act in Government Code 551.005 [see Open Meetings Act Training above];
2. Public information act in Government Code 552.012 [see Public Information Act Training above]; and
3. Cybersecurity in Government Code 2054.5191 [see CQB].

The orientation shall be open to any board member who chooses to attend.

19 TAC 61.1(b)(1)

Education Code Orientation

Each board member shall complete a basic orientation to the Education Code and relevant legal obligations. The orientation shall have special, but not exclusive, emphasis on statutory provisions related to governing Texas school districts.

A candidate for school board may complete the training up to one year before he or she is elected or appointed. A newly elected or appointed board member who did not complete this training in the year preceding his or her election or appointment must complete the training within 120 calendar days after election or appointment.

The orientation shall be at least three hours in length. Topics shall include, but not be limited to, Education Code Chapter 26 (Parental

Rights and Responsibilities) and Education Code 28.004 (Local School Health Advisory Council and Health Education Instruction).

The orientation shall:

1. Be provided by an ESC.

2. Be open to any board member who chooses to attend.

The continuing education may be fulfilled through online instruction, provided that the training incorporates interactive activities that assess learning and provide feedback to the learner and offers an opportunity for interaction with the instructor.

19 TAC 61.1(b)(2)

Legislative Update

After each session of the Texas Legislature, including each regular session and called session related to education, each board member shall complete an update to the basic orientation to the Education Code.

The update session shall be of sufficient length to familiarize board members with major changes in statute and other relevant legal developments related to school governance.

The update shall be provided by an ESC or a registered provider [see Registered Provider, below].

A board member who has attended an ESC basic orientation session described at Education Code Orientation, above, that incorporated the most recent legislative changes is not required to attend an update.

The continuing education may be fulfilled through online instruction, provided that the training is designed and offered by a registered provider, incorporates interactive activities that assess learning and provide feedback to the learner, and offers an opportunity for interaction with the instructor.

19 TAC 61.1(b)(3)

Team Building

The entire board shall participate with their superintendent in a team-building session.

The purpose of the team-building session is to enhance the effectiveness of the board-superintendent team and to assess the continuing education needs of the board-superintendent team.

The session shall be held annually and shall be at least three hours in length.

The session shall include a review of the roles, rights, and responsibilities of the board as outlined in the framework for governance leadership. [See BBD(EXHIBIT)] The assessment of needs shall be based on the framework for governance leadership and shall be used to plan continuing education activities for the year for the governance leadership team.

The team-building session shall be provided by an ESC or a registered provider [see Registered Provider and Authorized Provider, below].

19 TAC 61.1(b)(4)

Additional Continuing Education (Based on Assessed Needs)

In addition to the continuing education requirements set out above, each board member shall complete additional continuing education based on the framework for governance leadership. [See BBD(EXHIBIT)]

The purpose of continuing education is to address the continuing education needs referenced at Team Building above.

The continuing education shall be completed annually.

At least 50 percent of the continuing education shall be designed and delivered by persons not employed or affiliated with the board member's school district. No more than one hour of the required continuing education that is delivered by the district may use self-instructional materials.

The continuing education shall be provided by an ESC or a registered provider [see Registered Provider, below].

The continuing education may be fulfilled through online instruction, provided that the training is designed and offered by a registered provider, incorporates interactive activities that assess learning and provide feedback to the learner, and offers an opportunity for interaction with the instructor.

First Year

In a board member's first year of service, he or she shall complete at least ten hours of continuing education in fulfillment of assessed needs.

Subsequent Years

Following a board member's first year of service, he or she shall complete at least five hours of continuing education annually in fulfillment of assessed needs.

Board President

A board president shall complete continuing education related to leadership duties of a board president as some portion of the annual requirement.

19 TAC 61.1(b)(5)

Evaluating Student Academic Performance

Each board member shall complete continuing education on evaluating student academic performance and setting individual campus goals for early childhood literacy and mathematics and college, career, and military readiness.

The purpose of the training on evaluating student academic performance is to provide research-based information to board members that is designed to support the oversight role of the board of trustees outlined in Education Code 11.1515. [See BAA]

The purpose of the continuing education on setting individual campus goals for early childhood literacy and mathematics and college, career, and military readiness is to facilitate boards meeting the requirements of Education Code 11.185 and 11.186.

A candidate for school board may complete the training up to one year before he or she is elected or appointed. A newly elected or appointed board member who did not complete this training in the year preceding his or her election or appointment must complete the training within 120 calendar days after election or appointment.

The continuing education shall be completed every two years and shall be at least three hours in length.

The continuing education required by this provision shall include, at a minimum:

1. Instruction in school board behaviors correlated with improved student outcomes with emphasis on:
    a. Setting specific, quantifiable student outcome goals; and
    b. Adopting plans to improve early literacy and numeracy and college, career, and military readiness for applicable student groups evaluated in the Closing the Gaps domain of the state accountability system established under Education Code Chapter 39;
2. Instruction in progress monitoring practices to improve student outcomes; and
3. Instruction in state accountability with emphasis on the Texas Essential Knowledge and Skills, state assessment instruments administered under Education Code Chapter 39, and the state accountability system established under Chapter 39.

The continuing education shall be provided by an authorized provider [see Authorized Provider, below].

If the training is attended by an entire board and its superintendent, includes a review of local school district data on student achievement, and otherwise meets the requirements described at Team Building above, the training may serve to meet a board member's obligation to complete training described at Team Building and at Evaluating Student Academic Performance, above, as long as the training complies with the Open Meetings Act.

19 TAC 61.1(b)(6)

Identifying and Reporting Abuse

Each board member shall complete continuing education on identifying and reporting potential victims of sexual abuse, human trafficking, and other maltreatment of children in accordance with Education Code 11.159(c)(2).

A candidate for school board may complete the training up to one year before he or she is elected or appointed. A newly elected or appointed board member who did not complete this training in the year preceding his or her election or appointment must complete the training within 120 calendar days after election or appointment.

The training shall be completed every two years and shall be at least one hour in length.

The training must familiarize board members with the requirements of Education Code 38.004 and 38.0041, and 19 Administrative Code 61.1051 (relating to Reporting Child Abuse or Neglect, Including Trafficking of a Child).

The training required by this provision shall include, at a minimum:

1. Instruction in best practices of identifying potential victims of child abuse, human trafficking, and other maltreatment of children;

2. Instruction in legal requirements to report potential victims of child abuse, human trafficking, and other maltreatment of children; and

3. Instruction in resources and organizations that help support victims and prevent child abuse, human trafficking, and other maltreatment of children.

The training sessions shall be provided by a registered provider [see Registered Provider, below].

This training may be completed online, provided that the training is designed and offered by a registered provider, incorporates interactive activities that assess learning and provide feedback to the learner, and offers an opportunity for interaction with the instructor.

19 TAC 61.1(b)(7)

School Safety

The SBOE shall require a trustee to complete training on school safety. *Education Code 11.159(b-1)*

The continuing education required under Education Code 11.159(b-1) applies to each member of an independent school district board of trustees.

Each member shall complete the training on school safety adopted by the SBOE. The training requirement shall be fulfilled by completing the online course adopted by the SBOE and made available by the commissioner of education. The training shall be completed every two years.

A candidate for school board may complete the training up to one year before he or she is elected or appointed. A newly elected or appointed trustee who did not complete the training in the year preceding his or her election or appointment must complete the training within 120 calendar days after election or appointment.

A district shall maintain verification of completion for each trustee.

19 TAC 61.3

Training Provider

Registered Provider

For the purposes of 19 Administrative Code 61.1, a registered provider has demonstrated proficiency in the content required for a specific training. A private or professional organization, school district, government agency, college/university, or private consultant shall register with the Texas Education Agency (TEA) to provide the board member continuing education required by 19 Administrative Code 61.1(b)(3), (5), and (7) [see Legislative Update, Additional Continuing Education, and Identifying and Reporting Abuse, above].

A district that provides continuing education exclusively for its own board members is not required to register under 19 Administrative Code 61.1(c)(1)–(2).

19 TAC 61.1(c)

Authorized Provider

An authorized provider meets all the requirements of a registered provider and has demonstrated proficiency in the content required by 19 Administrative Code 61.1(b)(4) and (6). Proficiency may be demonstrated in accordance with 19 Administrative Code 61.1(d).

A private or professional organization, school district, government agency, college/university, or private consultant may be authorized by TEA to provide the board member training required in 19 Administrative Code 61.1(b)(4) and (6).

An ESC shall be authorized by TEA to provide the board member training required in 19 Administrative Code 61.1(b)(4) and (6).

19 TAC 61.1(d)

[See above for 19 Administrative Code 61.1(b)(4) on Team Building and (b)(6) on Evaluating Student Academic Performance.]

Note: For cybersecurity training requirements, see CQB(LEGAL).

Majority Vote

The board may act only by majority vote of the members present at a meeting held in compliance with Government Code Chapter 551 (Open Meetings Act), at which a quorum of the board is present and voting. A majority vote is generally determined from a majority of those present and voting, excluding abstentions, assuming a quorum is present. *Education Code 11.051(a-1); Atty. Gen. Op. GA-689 (2009)*

No Secret Ballot

No vote shall be taken by secret ballot. *Atty. Gen. Op. JH-1163 (1978)*

Definitions

Deliberation

"Deliberation" means a verbal or written exchange between a quorum of a board, or between a quorum of a board and another person, concerning an issue within the jurisdiction of the board. *Gov't Code 551.001(2)*

Meeting

"Meeting" means:

1. A deliberation between a quorum of a board, or between a quorum of the board and another person, during which public business or public policy over which the board has supervision or control is discussed or considered, or during which the board takes formal action; or
2. Except as otherwise provided below, a gathering:
    a. That is conducted by the board or for which the board is responsible;
    b. At which a quorum of members of the board is present;
    c. That has been called by the board; and
    d. At which board members receive information from, give information to, ask questions of, or receive questions from any third person, including an employee of the district, about the public business or public policy over which the board has supervision or control.

Gov't Code 551.001(4)

Exceptions to Meeting

Social Function, Convention, or Candidate Event

The term does not include the gathering of a quorum of a board at a social function unrelated to the public business that is conducted by the board, the attendance by a quorum of a board at a regional, state, or national convention or workshop, ceremonial event, or press conference, or the attendance by a quorum of a board at a candidate forum, appearance, or debate to inform the electorate, if formal action is not taken and any discussion of public business is incidental to the social function, convention, workshop, ceremonial event, press conference, forum, appearance, or debate. *Gov't Code 551.001(4)*

Legislative Committee or Agency Meeting

The attendance by a quorum of a board at a meeting of a committee or agency of the legislature is not considered to be a meeting of the board if the deliberations at the meeting by the board members consist only of publicly testifying, publicly commenting, and publicly responding to a question asked by a member of the legislative committee or agency. *Gov't Code 551.0035(b)*

Online Message Board

For information on communications posted to an online message board, see BBI.

Quorum

"Quorum" means a majority of the number of members fixed by statute. *Gov't Code 551.001(6); 311.013(b)*

Disaster Exception

Notwithstanding any other law, a quorum is not required for the board to act if:

1. The district's jurisdiction is wholly or partly located in the area of a disaster declared by the president of the United States or the governor; and
2. A majority of the members of the board are unable to be present at a board meeting as a result of the disaster.

Gov't Code 418.1102

Recording

"Recording" means a tangible medium on which audio or a combination of audio and video is recorded, including a disc, tape, wire, film, electronic storage drive, or other medium now existing or later developed. *Gov't Code 551.001(7)*

Prohibited Series of Communications

A board member commits an offense if the member:

1. Knowingly engages in at least one communication among a series of communications that each occur outside of a meeting authorized by the Open Meetings Act and that concern an issue within the jurisdiction of the board in which the members engaging in the individual communications constitute fewer than a quorum of members but the members engaging in the series of communications constitute a quorum of members; and
2. Knew at the time the member engaged in the communication that the series of communications:
    a. Involved or would involve a quorum; and
    b. Would constitute a deliberation once a quorum of members engaged in the series of communications.

Gov't Code 551.143

Superintendent Participation

The board shall provide the superintendent an opportunity to present at a meeting an oral or written recommendation to the board on any item that is voted on by the board at the meeting. *Education Code 11.051(a-1)*

Access to Board Meetings

Open to Public

Every regular, special, or called meeting of a board shall be open to the public, except as provided by the Open Meetings Act. *Gov't Code 551.002* [See BEC for exceptions for closed meetings.]

Parental Access

A parent is entitled to complete access to any meeting of the board, other than a closed meeting held in compliance with Government Code Chapter 551, Subchapters D and E. *Education Code 26.007(a)*

Exclusion of Witnesses

A board that is investigating a matter may exclude a witness from a hearing during the examination of another witness in the investigation. *Gov't Code 551.084*

Location

A board must hold each public meeting within the boundaries of the district, except:

1. As required by law; or
2. To hold a joint meeting with another district or with another governmental entity, as defined by Government Code 2051.041, if the boundaries of the governmental entity are in whole or in part within the boundaries of the district.

Education Code 26.007(b)

Required Meeting Records

Minutes or Recording

A board shall prepare and keep minutes or make a recording of each open meeting. The minutes must state the subject matter of each deliberation and indicate each vote, order, decision, or other action taken. *Gov't Code 551.021*

Board Member Attendance

The minutes, certified agenda, or recording, as applicable, of a regular or special meeting of the board must reflect each member's attendance at or absence from the meeting. *Education Code 11.0621*

Availability

The minutes and recordings of an open meeting are public records and shall be available for public inspection and copying on request to the superintendent or designee. *Gov't Code 551.022; Education Code 11.0621*

Note: For website posting requirements regarding the record of a board meeting, see CQA.

Notice Required

A board shall give written notice of the date, hour, place, and subject of each meeting held by the board. *Gov't Code 551.041*

Continued Meeting

Government Code 551.041, above, does not require a board that recesses an open meeting to the following regular business day to post notice of the continued meeting if the action is taken in good faith and not to circumvent the Open Meetings Act. If an open meeting is continued to the following regular business day and, on that following day, the board continues the meeting to another day, the board must give the required written notice of the meeting continued to that other day. *Gov't Code 551.0411(a)*

Inquiry During Meeting

If, at a meeting of a board, a member of the public or of the board inquires about a subject for which notice has not been given, the notice provisions do not apply to a statement of specific factual information given in response to the inquiry or a recitation of existing policy in response to the inquiry. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. *Gov't Code 551.042*

Time and Accessibility of Notice

The notice of a meeting of a board must be posted in a place readily accessible to the general public at all times for at least 72 hours before the scheduled time of the meeting, except as provided at Emergency Meeting or Emergency Addition to Agenda, below. A district shall post notice of each meeting on a bulletin board at a place convenient to the public in the central administrative office of the district. *Gov't Code 551.043(a), .051*

If a district is required to post notice of a meeting on the internet:

1. The district satisfies the requirement that the notice must be posted in a place readily accessible to the general public at all times by making a good-faith attempt to continuously post the notice on the internet during the prescribed period;

2. The district must still comply with any duty imposed by the Open Meetings Act to physically post the notice at a particular location; and

3. If the district makes a good-faith attempt to continuously post the notice on the internet during the prescribed period, the notice physically posted must be readily accessible to the general public during normal business hours.

Gov't Code 551.043(b)

Internet Posting — Notice

If a district maintains an internet website, in addition to the other place at which notice is required to be posted, a board must also concurrently post notice of a meeting on the internet website.

A district that contains all or part of the area within the corporate boundaries of a municipality with a population of 48,000 or more

must also concurrently post the agenda for the board meeting on the district's internet website.

The validity of a posted notice of a meeting or an agenda by a board subject to these provisions that made a good-faith attempt to comply with these requirements is not affected by a failure to comply that is due to a technical problem beyond the control of the district.

Gov't Code 551.056

[See CQA for other website posting requirements.]

Specificity of Agenda/Notice

Agendas for all meetings must be sufficiently specific to inform the public of the subjects to be discussed at the meeting, setting out any special matters to be considered or any matter in which the public has a particular interest. *Cox Enterprises, Inc. v. Austin Indep. Sch. Dist., 706 S.W.2d 956 (Tex. 1986); Point Isabel Indep. Sch. Dist. v. Hinojosa, 797 S.W.2d 176 (Tex. App.—Corpus Christi 1990, writ denied); Atty. Gen. Op. JH-1045 (1977)*

Emergency Meeting or Emergency Addition to Agenda

In an emergency or when there is an urgent public necessity, the notice of a meeting to deliberate or take action on the emergency or urgent public necessity, or the supplemental notice to add the deliberation or taking of action on the emergency or urgent public necessity as an item to the agenda for a meeting for which notice has been posted in accordance with Government Code Chapter 551, Subchapter C, is sufficient if the notice or supplemental notice is posted for at least one hour before the meeting is convened.

A board may not deliberate or take action on a matter at a meeting for which notice or supplemental notice is posted as described above other than:

1. A matter directly related to responding to the emergency or urgent public necessity identified in the notice or supplemental notice of the meeting; or
2. An agenda item listed on a notice of the meeting before the supplemental notice was posted.

An emergency or urgent public necessity exists only if immediate action is required of a board because of:

1. An imminent threat to public health and safety, including a threat described in item 2, below, if imminent; or
2. A reasonably unforeseeable situation, including:
    a. Fire, flood, earthquake, hurricane, tornado, or wind, rain, or snow storm;

b. Power failure, transportation failure, or interruption of communication facilities;

c. Epidemic; or

d. Riot, civil disturbance, enemy attack, or other actual or threatened act of lawlessness or violence.

The board shall clearly identify the emergency or urgent public necessity in the notice of an emergency meeting or supplemental notice.

The sudden relocation of a large number of residents from the area of a declared disaster to a district's jurisdiction is considered a reasonably unforeseeable situation for a reasonable period immediately following the relocation.

Gov't Code 551.045

Catastrophe

A board that is prevented from convening an open meeting that was otherwise properly posted under Government Code 551.041 because of a catastrophe may convene the meeting in a convenient location within 72 hours pursuant to Government Code 551.045 if the action is taken in good faith and not to circumvent the Open Meetings Act. If the board is unable to convene the open meeting within those 72 hours, the board may subsequently convene the meeting only if the board gives the required written notice of the meeting.

"Catastrophe" means a condition or occurrence that interferes physically with the ability of a board to conduct a meeting, including:

1. Fire, flood, earthquake, hurricane, tornado, or wind, rain, or snow storm;

2. Power failure, transportation failure, or interruption of communication facilities;

3. Epidemic; or

4. Riot, civil disturbance, enemy attack, or other actual or threatened act of lawlessness or violence.

Gov't Code 551.0411(b), (c)

Special Notice to News Media

A district shall provide special notice of each meeting to any news media that has requested special notice and agreed to reimburse the district for the cost of providing the special notice. The notice shall be by telephone, facsimile transmission, or electronic mail. *Gov't Code 551.052*

The board president or board member who calls an emergency meeting or adds an emergency item to the agenda of a board meeting shall notify the news media of the emergency meeting or emergency item. The president or member is required to notify only those members of the news media that have previously filed a request containing all pertinent information for the special notice and agreed to reimburse the board for the cost of providing the special notice. The president or member shall give the notice by telephone, facsimile transmission, or electronic mail at least one hour before the meeting is convened. *Gov't Code 551.047*

Meeting by Telephone Conference Call

A board may hold a meeting by telephone conference call only if an emergency or public necessity exists within the meaning of Government Code 551.045 and the convening at one location of a quorum of the board is difficult or impossible, or if the meeting is held by an advisory board.

Technical Requirements and Recording

Each part of the telephone conference call meeting that is required to be open to the public shall be audible to the public at the location specified in the notice of the meeting as the location of the meeting and shall be recorded. The recording shall be made available to the public.

The location designated in the notice as the location of the meeting shall provide two-way communication during the entire telephone conference call meeting and the identification of each party to the telephone conference shall be clearly stated prior to speaking.

Notice of Location

The telephone conference call meeting is subject to the notice requirements applicable to other meetings. The notice must specify as the location of the meeting the location where meetings of the board are usually held.

Gov't Code 551.125

Meeting by Videoconference

"Videoconference call" or "videoconference" means a communication conducted between two or more persons in which one or more of the participants communicate with the other participants through audio and video signals transmitted over a telephone network, a data network, or the internet. *Gov't Code 551.001(8); 1 TAC 209.1(5)*

A board member or district employee may participate remotely in a board meeting by means of a videoconference call if the video and audio feed of the board member's or employee's participation, as applicable, is broadcast live at the meeting and complies with the provisions below. A board member who participates by videoconference call shall be counted as present at the meeting for all purposes. A board member who participates in a meeting by video

conference call shall be considered absent from any portion of the meeting during which audio or video communication with the member is lost or disconnected. The board may continue the meeting only if a quorum remains present at the meeting location or, if applicable, continues to participate in a meeting conducted as specified at Multiple Counties, below. *Gov't Code 551.127(a-1)–(a-3)*

Quorum in One Location

A meeting may be held by videoconference call only if a quorum of the board is physically present at one location of the meeting, except as provided at Multiple Counties, below.

Multiple Counties

A meeting of a board of a district that extends into three or more counties may be held by videoconference call only if the board member presiding over the meeting is physically present at one location of the meeting that is open to the public during the open portions of the meeting.

Additional Notice Requirements

A meeting held by videoconference call is subject to the notice requirements applicable to other meetings in addition to the notice requirements applicable to meetings by videoconference call.

The notice of a meeting to be held by videoconference call must specify as a location of the meeting the location where a quorum of the board will be physically present and specify the intent to have a quorum present at that location, except that the notice of a meeting held by videoconference call described above at Multiple Counties must specify as a location of the meeting the location where the board member presiding over the meeting will be physically present and specify the intent to have that member present at that location.

Gov't Code 551.127(b)–(e)

Quality of Audio and Video Signals

Each portion of a meeting held by videoconference call that is required to be open to the public shall be visible and audible to the public at the location specified in the notice. If a problem occurs that causes a meeting to no longer be visible and audible to the public at that location, the meeting must be recessed until the problem is resolved. If the problem is not resolved in six hours or less, the meeting must be adjourned.

The location specified in the notice, and each remote location from which a member of the board participates, shall have two-way audio and video communication with each other location during the entire meeting. The face of each participant in the videoconference call, while that participant is speaking, shall be clearly visible, and the voice audible, to each other participant and, during the open portion of the meeting, to the members of the public in attendance

at the physical location described by the notice and at any other location of the meeting that is open to the public.

The quality of the audio and video signals perceptible at each location of the meeting must meet or exceed minimum standards specified by the Department of Information Resources (DIR). The audio and video signals perceptible by members of the public at the location of the meeting described by the notice and at each remote location from which a member participates must be of sufficient quality so that members of the public at each location can observe the demeanor and hear the voice of each participant in the open portion of the meeting.

Gov't Code 551.127(f), (h)–(j)

Minimum Standards

No requirements found in subchapter B of 1 Administrative Code Chapter 209 (minimum standards for meetings held by videoconference by governmental bodies) shall be interpreted to overrule any section of the Open Meetings Act or any rules adopted or opinions issued by the Office of the Attorney General interpreting the Open Meetings Act. *1 TAC 209.4*

Boards conducting open or closed meetings by videoconference call shall review and consider any applicable guidelines promulgated by DIR. *1 TAC 209.5(b)*

Computer-Based Videoconferencing Applications

"Computer-based videoconferencing application" means a commercially available application designed to facilitate videoconferencing between a personal computer to another personal computer or mobile device either one-to-one or in a group environment. *1 TAC 209.1(1)*

All computer-based videoconferencing applications shall employ a minimum bandwidth transmission speed and/or adequate data compression algorithm to produce a sufficient quality for audio and video such that audio volume and clarity and video clarity are sufficient to hear and view all speaking participants on the videoconference clearly.

Computer-based videoconferencing applications may specify unique minimum requirements for computer central processing units, memory, and video capability to run the computer-based videoconferencing application. A board shall comply with these minimum requirements.

If the videoconference call hosts a public audience at a location or locations specified by the official notice of the open meeting posted in compliance with Open Meetings Act requirements, then the dis-

trict shall establish a minimum of one host computer at the location(s) that will run the computer-based videoconferencing application. This host computer shall then be connected to:

1. Either a separate video monitor of size proportional to the room and clearly visible to all in the room or multiple video monitors so that all attendees may clearly view the video stream; and
2. External speakers of suitable volume and sound quality such that all meeting attendees at the host location may clearly hear the meeting.

Any personal computer used by a board member for the purpose of videoconferencing for an open meeting subject to the Open Meetings Act shall contain a camera and speakers of sufficient quality to permit all meeting attendees to see the individual who is using the personal computer and for the individual to hear all speaking attendees.

1 TAC 209.10

Dedicated Video Room Environments

If a board uses a dedicated video room environment (DVRE) for dedicated camera and speaker equipment but is using a computer-based videoconferencing application that is not part of a proprietary DVRE setup, then the district must comply with all minimum standards for computer-based application software, above, and is not subject to the DIR requirements for a DVRE. *1 TAC 209.11(e)*

Note: The minimum standards for videoconference meetings hosted between dedicated video room environments are outlined in 1 Administrative Code 209.1 and 209.11.

Security Requirements

Each board subject to the Open Meetings Act shall review and comply with any additional internal security requirements of their district that may apply to a meeting held by videoconference. *1 TAC 209.12(a)*

Recording

The board shall make at least an audio recording of the meeting. The recording shall be made available to the public.

Remote Participation by the Public

Without regard to whether a member of the board is participating in a meeting from a remote location by videoconference call, a board may allow a member of the public to testify at a meeting from a remote location by videoconference call.

Gov't Code 551.127(g), (k)

Internet Broadcast

Except as provided by Government Code 551.128(b-1), below, and subject to the requirements at Video and Audio Recording of Meeting, below, a board may broadcast an open meeting over the internet.

Except as provided by Government Code 551.128(b-2) [see Existing Website, below], a board that broadcasts a meeting over the internet shall establish an internet site and provide access to the broadcast from that site. The board shall provide on the internet site the same notice of the meeting that the board is required to post under Government Code Chapter 551, Subchapter C. The notice on the internet must be posted within the time required for posting notice under Subchapter C.

Gov't Code 551.128(b), (c)

Note: The provisions at Video and Audio Recording of Meeting apply to a board for a district that has a student enrollment of 10,000 or more.

Video and Audio Recording of Meeting

A board shall:

Required Recording

1. Make a video and audio recording of reasonable quality of each:
   a. Regularly scheduled open meeting that is not a work session or a special called meeting; and
   b. Open meeting that is a work session or special called meeting at which the board votes on any matter or allows public comment or testimony [see BED for requirements regarding public testimony]; and
2. Make available an archived copy of the video and audio recording of each meeting described in item 1.

Internet Posting — Recordings

A board shall:

1. Make the archived recording of each meeting to which these provisions apply available on the internet not later than seven days after the date the recording was made; and
2. Maintain the archived recording on the internet for not less than two years after the date the recording was first made available.

Existing Website

A board may make available the required archived recording on an existing internet site, including a publicly accessible video-sharing or social networking site. The board is not required to establish a

separate internet site and provide access to archived recordings of meetings from that site.

District Website A district that maintains an internet site shall make available on that site, in a conspicuous manner, the archived recording of each meeting or an accessible link to the archived recording of each such meeting.

Exemption A board is exempt from the internet posting requirements if the board's failure to make the required recording of a meeting available is the result of a catastrophe, as defined by Government Code 551.0411 [see Catastrophe, above], or a technical breakdown. Following a catastrophe or breakdown, a board must make all reasonable efforts to make the required recording available in a timely manner.

Television Broadcast A board may broadcast a regularly scheduled open meeting on television.

Gov't Code 551.128(b-1)–(b-6)

Recording by Attendee A person in attendance may record all or any part of an open meeting of a board by means of a recorder, video camera, or other means of aural or visual reproduction. A board may adopt reasonable rules to maintain order at a meeting, including rules relating to the location of recording equipment and the manner in which the recording is conducted. A rule adopted under this provision may not prevent or unreasonably impair a person from exercising a right granted under this provision. *Gov't Code 551.023*

Attorney Consultation A board may use a telephone conference call, videoconference call, or communications over the internet to conduct a public consultation with its attorney in an open meeting of the board or a private consultation with its attorney in a closed meeting of the board. [See BEC]

Each part of a public consultation by a board with its attorney in an open meeting must be audible to the public at the location specified in the notice of the meeting as the location of the meeting.

These provisions do not authorize the members of a board to conduct a meeting of the board by telephone conference call, video conference call, or communications over the internet; or create an exception to the application of Government Code Chapter 551, Subchapter F (meetings using telephone, videoconference, or internet).

Exception

These provisions do not apply to a consultation with an attorney who is an employee of a district. An attorney who receives compensation for legal services performed, from which employment taxes are deducted by the district, is an employee of the district.

Gov't Code 551.129

Persons with Hearing Impairments

In a proceeding before a board in which the legal rights, duties, or privileges of a party are to be determined by the board after an adjudicative hearing, the board shall supply for a party who is deaf or hearing impaired an interpreter who has qualifications approved by the Texas Commission for the Deaf and Hard of Hearing.

"Deaf or hearing impaired" means having a hearing impairment, regardless of the existence of a speech impairment, that inhibits comprehension of an examination or proceeding, or communication with others.

Gov't Code 558.001, .003

Grants and Awards

The Superintendent shall be authorized to:

1. Apply, on behalf of the Board, for any and all special federal and state grants and awards as deemed appropriate for the District's operations;
2. Approve commitment of District funds for matching, cost sharing, cooperative, or jointly funded projects up to the amounts specifically allowed under the District budget approved by the Board; and
3. Approve grant and award amendments as necessary.

The District shall comply with all requirements for state and federal grants and awards imposed by law, the awarding agency, or an applicable pass-through entity. The Superintendent shall develop and enforce financial management systems, internal control procedures, procurement procedures, and other administrative procedures as needed to provide reasonable assurance that the District is complying with requirements for state and federal grants and awards.

[See CAA, CBB]

Federal Awards

Public Notice and Input

The District shall provide public notice of federal grant applications through an information item at a Board meeting and by publishing information on the District's website. The District shall make available opportunities for public input as required by law or the granting agency.

Plan Approval

Approval of required grant and award plans shall be by the Superintendent.

Conflict of Interest

Each employee, Board member, or agent of the District who is engaged in the selection, award, or administration of a contract supported by a federal grant or award and who has a potential conflict of interest as defined at Code of Federal Regulations, title 2, section 200.318, shall disclose to the District, in writing, any conflict that meets the disclosure threshold in Chapter 176 of the Local Government Code. [See CBB]

In addition, each employee, Board member, or agent of the District shall comply with any other conflict of interest requirements imposed by the granting agency or a pass-through entity.

For purposes of this policy, "immediate family member" shall have the same meaning as "family member" as described in Chapter 176 of the Government Code. [See BBFA]

For purposes of this policy, “partner” shall have the same meaning as defined in Business Organizations Code Chapter 1, Subchapter A.

An employee, Board member, or agent of the District who is required to disclose a conflict in accordance with the provisions above shall not participate in the selection, award, or administration of a contract supported by a federal grant or award.

Gifts and Gratuities

Employees, Board members, and agents of the District shall not solicit any gratuities, favors, or items from a contractor or a party to a subcontract for a federal grant or award and shall not accept:

1. Any single item with a value at or above $50; or
2. Items from a single contractor or subcontractor that have an aggregate monetary value exceeding $100 in a 12-month period.

[See BBFA, BBFB, CBB, DBD. In the event of a violation of these requirements, see CAA and DH.]

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Note: For more information on property tax exemptions, see the Texas Comptroller's Property Tax Exemptions[1] website.

Exemptions

Homestead

Mandatory

An adult is entitled to exemption from taxation by a district of $25,000 of the appraised value of the adult's residence homestead, as defined by Tax Code 11.13(j), except that only $5,000 of the exemption applies to an entity operating under former Education Code Chapters 17, 18, 25, 26, 27, or 28, as those chapters existed on May 1, 1995, as permitted by Education Code 11.301. *Tax Code 11.13(b)*

Persons 65 or Older or Disabled

In addition to the mandatory exemption above, an adult who is disabled, as defined by Tax Code 11.13(m)(1), or 65 or older is entitled to an exemption of $10,000 of the appraised value of the individual's residence homestead. *Tax Code 11.13(c)*

Tax Limitation

A district may not increase the total annual amount of ad valorem tax it imposes on the residence homestead of an individual 65 years of age or older, or on the residence homestead of an individual who is disabled, above the amount of the tax it imposed in the first tax year in which the individual qualified that residence homestead for an applicable exemption. *Tax Code 11.26(a)*

Improvements

If an individual subject to a tax limitation makes improvements to the individual's residence homestead, other than improvements required to comply with governmental requirements or repairs, the district may increase the tax on the homestead in the first year the value of the homestead is increased on the appraisal roll because of the enhancement of value by the improvements. A limitation then applies to the increased amount of tax until more improvements, if any, are made. *Tax Code 11.26(b)*

Exception

An improvement to property that would otherwise constitute an improvement discussed above is not treated as an improvement if it is a replacement structure for a structure that was rendered uninhabitable or unusable by a casualty or by wind or water damage. For purposes of appraising the property in the tax year in which the structure would have constituted an improvement, the replacement structure is considered to be an improvement only if the square footage of the replacement structure exceeds that of the replaced structure as that structure existed before the casualty or damage occurred or the exterior of the replacement structure is of higher quality construction and composition than that of the replaced structure. *Tax Code 11.26(o)*

Portability of Tax Limitation

If an individual who receives a tax limitation, including a surviving spouse, discussed below, subsequently qualifies a different residence homestead for the same exemption, a district may not impose ad valorem taxes on the subsequently qualified homestead in a year in an amount that exceeds the amount of taxes calculated in accordance with Tax Code 11.26(g). *Tax Code 11.26(g)*

Surviving Spouse

If an individual who qualifies for the exemption at Persons 65 or Older or Disabled, above, dies, the surviving spouse of the individual is entitled to the limitation applicable to the residence homestead of the individual if the surviving spouse is 55 years of age or older when the individual dies, and the residence homestead of the individual is the residence homestead of the surviving spouse on the date that the individual dies and remains the residence homestead of the surviving spouse. *Tax Code 11.26(i)*

Local Options

All Taxpayers

In addition to other exemptions in Tax Code 11.13, an individual is entitled to an exemption from taxation by a district of a percentage of the appraised value of the individual's residence homestead if the exemption is adopted by the board before July 1 in the manner provided by law for official action by the board. If the percentage set by the district produces an exemption in a tax year of less than $5,000 when applied to a particular residence homestead, the individual is entitled to an exemption of $5,000 of the appraised value. The percentage adopted by the district may not exceed 20 percent. *Tax Code 11.13(n)*

Disabled or 65 or Older

An individual who is disabled or 65 or older is entitled to an exemption from taxation by a district of a portion of the appraised value of the individual's residence homestead if the exemption is adopted either by the board or by a favorable vote of a majority of the qualified voters of the district at an election called by the board, and the board shall call the election on the petition of at least 20 percent of the number of qualified voters who voted in the preceding election of the district.

Amount

The amount of an exemption adopted as provided at Disabled or 65 or Older is $3,000 of the appraised value of the residence homestead unless a larger amount is specified by the board if the board authorizes the exemption or the petition for the election if the exemption is authorized through an election. Once authorized, an exemption adopted may be repealed or decreased or increased in amount by the board or by the petition and election procedure. In the case of a decrease, the amount of the exemption may not be reduced to less than $3,000 of the market value.

Tax Code 11.13(d)–(f)

Continuation of Exemption during Construction

If a qualified residential structure for which the owner receives a homestead exemption under Tax Code 11.13 is rendered uninhabitable or unusable by a casualty or by wind or water damage, the owner may continue to receive the exemption for the structure and the land and improvements used in the residential occupancy of the structure while the owner constructs a replacement qualified residential structure on the land in accordance with Tax Code 11.135. *Tax Code 11.135(a), .26(n); 34 TAC 9.416*

Surviving Spouse of First Responder

The surviving spouse of a first responder who is killed or fatally injured in the line of duty is entitled to an exemption from taxation of the total appraised value of the surviving spouse's residence homestead if the surviving spouse is an eligible survivor for purposes of Government Code Chapter 615 as determined by the Employees Retirement System of Texas and has not remarried since the first responder's death. *Tax Code 11.134*

Veteran Exemptions

100 Percent Disabled

A disabled veteran who has been awarded by the U.S. Department of Veterans Affairs or its successor 100 percent disability compensation due to a service-connected disability and a rating of 100 percent disabled or of individual unemployability is entitled to an exemption from taxation of the total appraised value of the veteran's residence homestead. *Tax Code 11.131(b)*

Partially Disabled with Donated Residence

A disabled veteran who has a disability rating of less than 100 percent is entitled to an exemption from taxation of a percentage of the appraised value of the disabled veteran's residence homestead equal to the disabled veteran's disability rating if the residence homestead was donated to the disabled veteran by a charitable organization at no cost to the disabled veteran, or at some cost to the disabled veteran in the form of a cash payment, a mortgage, or both in an aggregate amount that is not more than 50 percent of the good faith estimate of the market value of the residence homestead made by the charitable organization as of the date of the donation. *Tax Code 11.132(b)*

Surviving Spouse of Veteran

The surviving spouse of a disabled veteran, as defined by Tax Code 11.22(h)(3), is entitled to the same exemption from taxation of the same property to which the disabled veteran's exemption applied or would have applied if it had been in effect on the date of death if:

1. The surviving spouse has not remarried since the death of the disabled veteran; and

2. The property was the residence homestead of the surviving spouse when the disabled veteran died and remains the residence homestead of the surviving spouse.

Tax Code 11.131(c), .132(c)

Surviving Spouse of Individual Killed in Action

The surviving spouse of a member of the armed services of the United States who is killed or fatally injured in the line of duty is entitled to an exemption from taxation of the total appraised value of the surviving spouse's residence homestead if the surviving spouse has not remarried since the death of the member of the armed services. *Tax Code 11.133(b)*

Tex. Const. Art. VIII, Sec. 1-b (Residence Homestead Tax Exemptions and Limitations)

Disabled Veteran

A disabled veteran is entitled to an exemption from taxation of a portion of the assessed value of a property the veteran owns and designates under Tax Code 11.22(f). *Tax Code 11.22*

Exemption for Subsequent Residence

The surviving spouse of a first responder, disabled veteran, or armed services member killed in action who receives an exemption for a residence homestead is entitled to receive an exemption from taxation of a different property that the surviving spouse subsequently qualifies as the surviving spouse's residence homestead in an amount equal to the dollar amount of the exemption from taxation of the first property for which the surviving spouse received the exemption in the last year in which the surviving spouse received that exemption if the surviving spouse has not remarried. *Tax Code 11.131(d), .132(d), .133(c), .134(d)*

Temporary Exemption for Property Damaged by Disaster

A person is entitled to an exemption from taxation by a district of a portion of the appraised value of qualified property, as defined by Tax Code 11.35(a), that the person owns in an amount determined by the chief appraiser under Tax Code 11.35(h). *Tax Code 11.35(b)*

A person who qualifies for an exemption under this provision must apply for the exemption not later than the 105th day after the date the governor declares the area in which the person's qualified property is located to be a disaster area. *Tax Code 11.43(s)*

"Damage" means physical damage. *Tax Code 11.35(a)(1)*

Optional Exemptions

Among others, a board may grant additional tax exemptions in accordance with applicable law for:

1. Residential property owned by the United States or an agency of the United States and used to provide transitional housing for the indigent under a program operated or directed by the

U.S. Department of Housing and Urban Development. *Tax Code 11.111*

2. Land and housing units on the land owned by a community land trust. *Tax Code 11.1827*

3. Certain historic structures or archeological sites and the land necessary to access and use the structure or archeological site. The board may not repeal or reduce the amount of an exemption for a property that otherwise qualifies for the exemption unless the property owner consents to the repeal or reduction or the district provides written notice of the repeal or reduction to the owner not later than five years before the date the board repeals or reduces the exemption. *Tax Code 11.24*

4. Property on which approved water conservation initiatives, desalination projects, or brush control initiatives have been implemented. *Tax Code 11.32*

If a district adopts, amends, or repeals an exemption that the district by law has the option to adopt or not, the district shall notify the appraisal office of its action and of the terms of the exemption within 30 days after the date of its action. *Tax Code 6.08*

Goods-in-Transit *Exemption*

A person is entitled to an exemption from taxation of the appraised value of that portion of the person's property that consists of goods-in-transit, as defined in Tax Code 11.253(a)(2). *Tax Code 11.253(b)*

[For information on the board's option in a district located in a disaster area to extend the date by which goods-in-transit must be transported, see Tax Code 11.253(l).]

Option to Tax

A board, by official action, may provide for the taxation of goods-in-transit exempt under Tax Code 11.253(b) and not exempt under other law. The official action to tax the goods-in-transit must be taken before January 1 of the first tax year in which the board proposes to tax goods-in-transit. Before acting to tax the exempt property, a board must conduct a public hearing as required by Texas Constitution Article VIII, Section 1-n(d). If the board provides for the taxation of the goods-in-transit as provided by this provision, the exemption stated above does not apply to that district. The goods-in-transit remain subject to taxation by the district until the board, by official action, rescinds or repeals its previous action to tax goods-in-transit, or otherwise determines that the exemption will apply to that district.

Notwithstanding official action that was taken before October 1, 2011, to tax goods-in-transit, a district may not tax such goods-in-

transit in a tax year that begins on or after January 1, 2012, unless the board takes official action on or after October 1, 2011, to provide for the taxation of the goods-in-transit.

Exception

If a board, before October 1, 2011, took action to provide for the taxation of goods-in-transit and pledged the taxes imposed on the goods-in-transit for the payment of a debt of the district, the district tax officials may continue to impose the taxes against the goods-in-transit until the debt is discharged, if cessation of the imposition would impair the obligation of the contract by which the debt was created.

Tax Code 11.253(j)–(j-2)

Payment Options

The board may adopt, by official action, one or both of the discount options below. *Tax Code 31.05(a)*

Discounts

Option 1

A district may adopt the following discounts to apply regardless of the date on which the district mails its tax bills:

1. Three percent if the tax is paid in October or earlier.
2. Two percent if the tax is paid in November.
3. One percent if the tax is paid in December.

Tax Code 31.05(b)

This discount does not apply to taxes that are calculated too late for it to be available. *Tax Code 31.04(c)*

Option 2

A district may adopt the following discounts to apply when the district mails its tax bills after September 30:

1. Three percent if the tax is paid before or during the next full calendar month following the date on which the tax bills were mailed.
2. Two percent if the tax is paid during the second full calendar month following the date on which the tax bills were mailed.
3. One percent if the tax is paid during the third full calendar month following the date on which the tax bills were mailed.

Tax Code 31.05(c)

Both Options

If a board adopts both discounts, the discounts described at Option 1 apply unless the tax bills for the district are mailed after September 30, in which case only the discounts described at Option 2 apply. *Tax Code 31.05(a)*

Rescission

The board may rescind a discount lawfully adopted by the board. The rescission of a discount takes effect in the tax year following the year in which the discount is rescinded. *Tax Code 31.05(d)*

Split Payments

The board of a district that collects its own taxes may provide, by official action, that a person who pays one-half of the district's taxes before December 1 may pay the remaining one-half of the taxes without penalty or interest at any time before July 1 of the following year.

If a board contracts with the appraisal district for collection of taxes, the split-payment option does not apply to taxes collected by the appraisal district unless approved by resolution adopted by a majority of the governing bodies of the taxing units whose taxes the appraisal district collects and filed with the secretary of the appraisal district board of directors. The split-payment option may be revoked in the same manner as provided for adoption.

Tax Code 31.03

This payment option does not apply to taxes that are calculated too late for it to be available. *Tax Code 31.04(c)*

In Certain Counties

The board of a district located in a county having a population of not less than 285,000 and not more than 300,000 that borders a county having a population of 3.3 million or more and the Gulf of Mexico that has its taxes collected by another taxing unit that has adopted the split-payment option may provide, by official action, that the split-payment option does not apply to the district's taxes collected by the other taxing unit. *Tax Code 31.03(d)*

Installment Payments

Certain Homesteads

An individual who is disabled or at least 65 years of age and qualified for a homestead exemption under Tax Code 11.13(c), or an individual who is a disabled veteran or the unmarried surviving spouse of a disabled veteran and qualified for an exemption under Tax Code 11.132 or 11.22, may pay district taxes imposed on the person's residence homestead property in four equal installments without penalty or interest if paid by the applicable dates set out in Tax Code 31.031. *Tax Code 31.031*

Disaster or Emergency Area

Property Damaged — Automatic

A person may pay district taxes imposed on certain property the person owns in four equal installments without penalty or interest if paid in accordance with Tax Code 31.032.

This provision applies to real and tangible personal property described in Tax Code 31.032(a) and taxes that are imposed on the property by a district before the first anniversary of the disaster or emergency.

Tax Code 31.032

Property Not Damaged — Board Option

The board may authorize a person to pay district taxes imposed on certain property that the person owns in installments. If the board adopts the installment-payment option under this provision, Tax Code 31.032(b), (b-1), (c), and (d) apply to the payment by a person of district taxes imposed on property that the person owns in the same manner as those subsections apply to the payment of taxes imposed on property to which Tax Code 31.032 applies.

This provision applies to real and tangible personal property described in Tax Code 31.033(b) and taxes that are imposed on the property by a district before the first anniversary of the disaster or emergency.

Tax Code 31.033; 34 TAC 9.3061(b), (c)

Definitions

"Disaster" has the meaning assigned by Government Code 418.004.

"Emergency" means a state of emergency proclaimed by the governor under Government Code 433.001.

Tax Code 31.032(g), .033(a); 34 TAC 9.3061(a)

Services in Lieu of Paying Taxes

The board by resolution may permit certain individuals or business entities to perform certain services for the district in lieu of paying the district property taxes. While performing services for a district, the individual is not an employee of the district and is not entitled to any benefit, including workers' compensation coverage, that the district provides to its employees. *Tax Code 31.035, .036, .037*

Persons 65 and Over

Subject to the requirements of Tax Code 31.035, the board by order or resolution may permit an individual who is at least 65 years of age to perform service for the district in lieu of paying taxes imposed by a district on property owned by the individual and occupied as the individual's residence homestead. Property owners performing services for a district under this provision may only supplement or complement the regular personnel of the district. A district may not reduce the number of persons the district employs or reduce the number of hours to be worked by employees of the district because the district permits property owners to perform services for the district under this provision. *Tax Code 31.035(a), (g)*

Teaching Services

An individual is qualified to perform teaching services for a district under the provisions below only if the individual holds a baccalaureate or more advanced degree in a field related to each course to be taught and:

1. Is certified as a classroom teacher under Education Code Chapter 21, Subchapter B; or

2. Obtains a school district teaching permit under Education Code 21.055.

Tax Code 31.036(h), .037(i)

By Individual

Subject to the requirements of Tax Code 31.036, the board by resolution may permit qualified individuals to perform teaching services for the district at a junior high school or high school of the district in lieu of paying taxes imposed by the district on property owned and occupied by the individual as a residence homestead. *Tax Code 31.036*

By Employee of Business Entity

Subject to the requirements of Tax Code 31.037, a board by resolution may authorize a corporation or other business entity to permit a qualified individual employed by the business entity to perform teaching services in a high school or a junior high school for the district in lieu of paying taxes imposed by the district on property owned by the business entity. *Tax Code 31.037*

Delinquent Taxes

Delinquency Date

Except as provided by Tax Code 31.02(b) (payment by certain eligible persons on active duty in the armed forces), 31.03 (split payments), and 31.04 (postponement of delinquency date based on mailing date of tax bills), taxes are due on receipt of the tax bill and are delinquent if not paid before February 1 of the year following the year in which imposed. *Tax Code 31.02*

Note: Delinquent taxes incur penalties and accrue interest in accordance with Tax Code 33.01, subject to any waiver by the board pursuant to Tax Code 33.011.

Delinquent Tax Collection

A board may contract with any competent attorney to represent the district to enforce the collection of delinquent taxes. The attorney's compensation is set in the contract, but the total amount of compensation provided may not exceed 20 percent of the amount of delinquent tax, penalty, and interest collected. *Tax Code 6.30(c)* [See CH(LEGAL) regarding contingent fee contracts for legal services and Government Code 2254.102(e) for additional requirements.]

Additional Penalties

The board may provide, by official action, that taxes that become delinquent at a certain time incur an additional penalty to defray costs of collection if the board has contracted with an attorney as provided above. *Tax Code 33.07, .08*

[1] Texas Comptroller Property Tax Exemptions website: https://comptroller.texas.gov/taxes/property-tax/exemptions/

Accounting System

A board must adopt and install a standard school fiscal accounting system that conforms with generally accepted accounting principles. The accounting system must meet at least the minimum requirements prescribed by the commissioner of education, subject to review and comment by the state auditor. *Education Code 44.007(a), (b)*

Financial Accountability System Resource Guide

The rules for financial accounting are described in the official Texas Education Agency (TEA) publication, *Financial Accountability System Resource Guide*, Version 18.0, which is adopted by reference as TEA's official rule. A copy is available on the TEA website with information related to financial compliance. *19 TAC 109.1, .41, .5001*

Report of Revenues and Expenditures

A record must be kept of all revenues realized and of all expenditures made during the fiscal year for which a budget is adopted. A report of the revenues and expenditures for the preceding fiscal year shall be filed with TEA on or before the date set by the State Board of Education. *Education Code 44.007(c), (d)*

Financial Statement

The board shall prepare an annual financial statement showing for each fund subject to the board's authority during the fiscal year:

1. The total receipts of the fund, itemized by source of revenue, including taxes, assessments, service charges, grants of state money, gifts, or other general sources from which funds are derived;
2. The total disbursements of the fund, itemized by the nature of the expenditure; and
3. The balance in the fund at the close of the fiscal year.

Local Gov't Code 140.005

Publication

The board president shall submit the annual financial statement to a daily, weekly, or biweekly newspaper published within the boundaries of the district. If a daily, weekly, or biweekly newspaper is not published within the boundaries of the district, the financial statement shall be published in a newspaper in each county in which the district or any part of the district is located. If a district is located in more than one county, the financial statement may be published in a newspaper that has general circulation in the district. If a newspaper is not published in the county, the financial statement may be published in a newspaper in an adjoining county.

The statement shall be published in accordance with the accounting method required by TEA not later than the 150th day after the date the fiscal year ends.

Local Gov't Code 140.006

Annual Local Debt Report

A district shall annually compile and report certain financial information ("Annual Local Debt Report") in the manner prescribed by Local Government Code 140.008 and 34 Administrative Code 10.1–.6. *Local Gov't Code 140.008(b); 34 TAC 10.2(a)*

The Annual Local Debt Report must include the following financial information:

1. Regarding total authorized debt obligations:
    a. The amount of all authorized debt obligations;
    b. The principal of all outstanding debt obligations;
    c. The combined principal and interest required to pay all outstanding debt obligations on time and in full;
    d. The amount of all authorized debt obligations secured by property taxes;
    e. The principal of all outstanding debt obligations secured by property taxes;
    f. The combined principal and interest required to pay all outstanding debt obligations secured by property taxes on time and in full;
    g. The amount of all authorized debt obligations secured by property taxes expressed as a per capita amount;
    h. The principal of all outstanding debt obligations secured by property taxes expressed as a per capita amount;
    i. The combined principal and interest required to pay all outstanding debt obligations on time and in full for all obligations secured by property taxes expressed as a per capita amount; and
    j. The current credit rating on total debt obligations given by any nationally recognized credit rating organization.
2. Regarding each authorized debt obligation:
    a. The principal of each outstanding debt;

b. The principal of each outstanding debt obligation secured by property taxes expressed as a per capita amount;

c. The combined principal and interest required to pay each outstanding debt obligation on time and in full;

d. The combined principal and interest required to pay each outstanding debt obligation on time and in full expressed as a per capita amount;

e. The issued and unissued amounts, the spent and unspent amounts, the maturity date and the stated purpose for which each debt obligation was authorized; and

f. The current credit rating on each debt obligation given by any nationally recognized credit rating organization.

3. Any other information considered relevant or necessary to explain the above required data elements, such as explanations of payment sources for different kinds of debt or projections of per capita amounts of ad valorem taxation-secured obligations as of the last day of the maximum term of the most recent debt obligation issued by the district.

34 TAC 10.2; Local Gov't Code 140.008(b)

Submission to Comptroller

The comptroller shall provide a location on the comptroller's internet website where a district may submit the financial information described above and any other related information required or requested by the comptroller for the Annual Local Debt Report.

The comptroller shall prescribe the form and manner in which financial information, financial documents, and related information must be submitted under these provisions. These instructions and other information related to local government debt reporting will be provided on the comptroller's internet website.

34 TAC 10.3

Reporting Requirement

On an annual basis and within 180 days of the end of the most recently completed fiscal year, a district shall, in accordance with the reporting requirements set forth under Local Government Code 140.008, either:

1. Submit an Annual Local Debt Report to the comptroller as described at Submission to Comptroller, above, in the form and in the manner prescribed by the comptroller and, if the district maintains an internet website, continually maintain a link from its website to the location on the comptroller's website where the district's financial information may be viewed; or

2. Post its contact information and the information required in an Annual Local Debt Report on the district's own internet website and make the report available for inspection by any person in accordance with other law.

A district that elects to post a report of its financial information on its own internet website as described in item 2 above shall provide upon request an electronic link to the location on the district's website where the information can be viewed to facilitate compliance with the requirements of this provision and to enable the comptroller to maintain a searchable database of local debt information that is comprehensive, accurate, and complete.

34 TAC 10.4; Local Gov't Code 140.008(c), (d), (f)

Definitions

The phrases, words, and terms used in the foregoing provisions shall have the meanings set out in 34 Administrative Code 10.1, unless the context clearly indicates otherwise. *34 TAC 10.1*

School FIRST Annual Financial Management Report

Each district is required to report information and financial accountability ratings to parents, taxpayers, and other stakeholders by implementing the reporting procedures below. *19 TAC 109.1001(q)*

Report Requirements

Each district must prepare and distribute an annual financial management report in accordance with 19 Administrative Code 109.1001(q). *19 TAC 109.1001(q)(1)*

The annual financial management report for a district must include:

1. A description of its financial management performance based on a comparison, provided by TEA, of its performance on the indicators established by the commissioner and reflected in 19 Administrative Code 109.1001. The report will contain information that discloses:

   a. State-established standards; and

   b. The district's financial management performance under each indicator for the current and previous year's financial accountability ratings [see CFC];

2. Any descriptive information required by the commissioner, including:

   a. A copy of the superintendent's current employment contract or other written documentation of employment if no contract exists. This must disclose all compensation and benefits paid to the superintendent. The district may publish the superintendent's employment contract on its website instead of publishing it in the annual financial management report;

b. A summary schedule for the fiscal year (12-month period) of expenditures paid on behalf of the superintendent and each board member and total reimbursements received by the superintendent and each board member. This includes transactions on the district's credit card(s), debit card(s), stored-value card(s), and any other similar instrument(s) to cover expenses incurred by the superintendent and each board member. The summary schedule must separately report reimbursements for meals, lodging, transportation, motor fuel, and other items. The summary schedule of total reimbursements should not include reimbursements for supplies and materials that were purchased for the operation of the district;

c. A summary schedule for the fiscal year of the dollar amount of compensation and fees received by the superintendent from an outside school district or any other outside entity in exchange for professional consulting or other personal services. The schedule must separately report the amount received from each entity;

d. A summary schedule for the fiscal year of the total dollar amount of gifts that had a total economic value of $250 or more received by the executive officers and board members.

(1) This reporting requirement applies only to:

(a) Gifts received by the district's executive officers and board members (and their immediate family as described by Government Code Chapter 573, Subchapter B, Relationships by Consanguinity or by Affinity) from an outside entity that received payments from the district in the prior fiscal year, and

(b) Gifts from competing vendors that were not awarded contracts in the prior fiscal year;

(2) This reporting requirement does not apply to reimbursement by an outside entity for travel-related expenses when the purpose of the travel was to investigate matters directly related to an executive officer's or board member's duties or to investigate matters related to attendance at education-related conferences and seminars with the primary purpose of providing continuing education (this exclusion does not apply to trips for entertainment purposes or pleasure trips);

(3) This reporting requirement excludes an individual gift or a series of gifts from a single outside entity that had a total economic value of less than $250 per executive officer or board member; and

e. A summary schedule for the fiscal year of the dollar amount received by board members for the total amount of business transactions with the district. This reporting requirement is not to duplicate the items disclosed in the summary schedule of reimbursements received by board members; and

3. Any other information the board of the district determines to be useful.

19 TAC 109.1001(q)(3)

Public Hearing

Each district must provide the public with an opportunity to comment on the report at a public hearing. *19 TAC 109.1001(q)(2)*

The board must hold a public hearing on the report within two months after receiving a final financial accountability rating. The public hearing must be held at a location in the district's facilities.

At the hearing, the district must provide the annual financial management report to the attending parents and taxpayers.

19 TAC 109.1001(q)(4), (5); Education Code 39.083(d)

Notice

The board must give notice of the hearing to owners of real property in the geographic boundaries of the district and to parents of district students.

In addition to other notice required by law, the board must provide notice of the hearing:

1. To a newspaper of general circulation in the geographic boundaries of the district in one posting prior to holding the public meeting, providing the time and place of the hearing. The notice in the newspaper may not be earlier than 30 days or later than ten days before the date of the hearing. If no newspaper is published in the county in which the district's central administration office is located, then the board must publish the notice in the county nearest to the county seat of the county in which the district's central administration office is located; and

2. Through electronic mail to the mass communication media serving the district, including, but not limited to, radio and television.

19 TAC 109.1001(q)(4); Education Code 39.083(d)

Dissemination — After the hearing, the report shall be disseminated in the district in the manner prescribed by the commissioner. *Education Code 39.083(e)*

Records Retention — The district must retain the annual financial management report for at least three years after the public hearing and make it available to parents and taxpayers upon request. *19 TAC 109.1001(q)(6)*

Corrective Action Plan — Each district that received an F rating must file a corrective action plan with TEA, prepared in accordance with instructions from the commissioner, within one month after the district's public hearing. *19 TAC 109.1001(q)(7); Education Code 39.0824*

Projected Deficit

If the commissioner, based on the indicators adopted under Education Code 39.082 [see CFC], projects a deficit for a district general fund within the following three school years, TEA shall provide the district interim financial reports, including projected revenues and expenditures, to evaluate the district's current budget status.

TEA may require a district to submit additional information needed to produce a financial report. If a district fails to provide information requested or if the commissioner determines that the information submitted by a district is unreliable, the commissioner may order the district to acquire professional services under Education Code 39A.902 [see AIC].

Education Code 39.0823

Annual Audit

The board shall have its district fiscal accounts audited annually at district expense by a certified or public accountant holding a permit from the State Board of Public Accountancy. The audit must be completed following the close of each fiscal year.

The independent audit must meet at least the minimum requirements and be in the format prescribed by the State Board of Education (SBOE), subject to review and comment by the state auditor. The audit shall include an audit of the accuracy of the fiscal information provided by the district through the Public Education Information Management System (PEIMS).

Education Code 44.008(a), (b)

Audit Requirements and Procedures

A district must file with the Texas Education Agency (TEA) an annual financial and compliance report and, if applicable, a state compensatory agreed-upon procedures report. These reports must be audited by an independent auditor, and the audit must be reviewed by TEA, including review of auditors' working papers, in accordance with the *Financial Accountability System Resource Guide*, as adopted by reference in 19 Administrative Code 109.41.

The annual financial audit report and state compensatory agreed-upon procedures report are due 150 days after the end of the fiscal year.

Independent Auditor

The district must hire at its own expense an independent auditor to conduct an independent audit of its financial statements and provide an opinion on its annual financial and compliance report.

The independent auditor must:

1. Be associated with a certified public accountancy (CPA) firm that has a current valid license issued by the Texas State Board of Public Accountancy or a state licensing agency from another state;
2. Be a certified public accountant with a current valid license issued by the Texas State Board of Public Accountancy, as required under Education Code 44.008; and
3. Adhere to the generally accepted auditing standards (GAAS), adopted by the American Institute of CPAs (AICPA), as amended, and the generally accepted government auditing standards (GAGAS), adopted by the U.S. Government Accountability Office, as amended.

The CPA firm must:

1. Be a member of the AICPA Governmental Audit Quality Center (GAQC);

2. Adhere to GAQC's membership requirements; and

3. Collectively have the knowledge, skills, and experience to be competent for the audit being conducted, including thorough knowledge of the government auditing requirements and:

   a. Texas public school district environment;

   b. Public sector; or

   c. Nonprofit sector.

If at any time the TEA division responsible for financial compliance reviews an audit firm's working papers and finds that the firm or the quality of the work does not meet the required standards, the division may require the district to change its audit firm.

19 TAC 109.23

Financial Accountability System Resource Guide

The rules for financial accounting are described in the official TEA publication *Financial Accountability System Resource Guide*, Version 18.0, which is adopted by reference as TEA's official rule. A copy is available on the TEA website with information related to financial compliance. *19 TAC 109.41, .5001*

Filing of Report

A copy of the annual audit report, approved by the board, shall be filed with TEA not later than the 150th day after the end of the fiscal year for which the audit was made. If a board declines or refuses to approve its auditor's report, it shall nevertheless file with TEA a copy of the audit report with its statement detailing reasons for failure to approve the report. *Education Code 44.008(d)*

Internet Posting of Audit

Each district shall maintain an internet website or have access to a generally accessible internet website that may be used for the purposes of this provision. Each district shall post or cause to be posted on the internet website the information required by Tax Code 26.18, including the district's most recent financial audit, in a format prescribed by the comptroller. *Tax Code 26.18* [See CE for other required information that must be posted.]

Note: For information on the efficiency audit required before a district may hold an election to seek voter approval to adopt a maintenance and operations tax rate, see CCG.

Financial Records

Each treasurer receiving or having control of any school fund of any district shall keep a full and separate itemized account with each of the different classes of its school funds coming into the treasurer's hands. The treasurer's records of the district's itemized accounts and records shall be available to audit. *Education Code 44.008(c)*

Financial Accountability Rating System (School FIRST)

TEA will assign a financial accountability rating to each district as required by Education Code 39.082.

TEA will base the financial accountability rating of a district on its overall performance on the financial measurements, ratios, and other indicators established by the commissioner. Financial accountability ratings for a rating year are based on the data from the immediate prior fiscal year.

A financial accountability rating remains in effect until replaced by a subsequent rating.

19 TAC 109.1001(b), (e), (l)

Issuance of Ratings

TEA will issue a preliminary financial accountability rating to a district on or before August 8 of each year. TEA will not delay the issuance of a preliminary or final rating if a district fails to meet the statutory deadline under Education Code 44.008 for submitting the annual financial report (AFR). Instead, the district will receive an F rating for substandard achievement.

Appeals

A district may appeal its preliminary financial accountability rating through the appeals process described at 19 Administrative Code 109.1001(n).

If TEA receives an appeal of a preliminary rating, TEA will issue a final rating to the district no later than 60 days after the deadline for submitting appeals. If TEA does not receive an appeal of a preliminary rating, the preliminary rating automatically becomes a final rating 31 days after issuance of the preliminary rating.

A final rating issued by TEA may not be appealed under Education Code 7.057 or any other law or rule.

19 TAC 109.1001(m)–(o)

[For information on the reporting requirements regarding a district's financial accountability rating, see CFA.]

Mandatory Drills

Each district shall conduct emergency safety drills in accordance with Education Code 37.114. Drills do not include persons role playing as active aggressors or other simulated threats.

Definitions

The following words and terms related to drills and exercises shall have the following meanings, unless the context clearly indicates otherwise. These definitions do not apply to an active threat exercise, which is defined in Education Code 37.1141 [see Active Threat Exercises, below].

Active aggressor: An individual actively engaged in killing or attempting to kill people in a confined and populated area.

Drill: A set of procedures that test a single, specific operation or function. Drills do not include persons role playing as active aggressors or other simulated threats. Drill examples include evacuating for a fire or locking down from an internal threat.

Evacuation drill: A response action schools take to quickly move students and staff from one place to another. The primary objective of an evacuation is to ensure that all staff, students, and visitors can quickly move away from the threat. Evacuation examples include a bomb threat or internal gas leak.

Exercise: An instrument to train for, assess, practice, and improve performance in mitigation, prevention, preparedness, response, and recovery in a risk-free environment. While drills and exercises may overlap in some aspects, discussion-based and operation-based exercises are often more in depth and multi-faceted.

Fire evacuation drill: A method of practicing how a building would be vacated in the event of a fire. The purpose of fire drills in buildings is to ensure that everyone knows how to exit safely as quickly as possible.

Full-scale exercise: Typically the most complex and resource-intensive type of exercise. It involves multiple agencies, organizations, and jurisdictions and validates many facets of preparedness. This exercise often includes many players operating under cooperative systems such as the Incident Command System (ICS) or Unified Command. Resources and staff are mobilized as needed. All actions are taken as if the emergency is real. A full-scale exercise is the most time-consuming activity in the exercise continuum and is a multiagency, multijurisdictional effort in which all resources are deployed. A full-scale exercise tests collaborations among the agencies and participants, public information systems, communication systems, and equipment. An Emergency Operations Center is established by either law enforcement or fire services, and the ICS is activated. Because of all the logistics and resources needed for

a full-scale exercise, it often takes a year to plan and is not held often. Usually, a school district is not the organizer of such an exercise, but the district or school would play a critical role in both function and potential facility use.

Functional exercise: Designed to validate and evaluate capabilities, multiple functions and/or sub-functions, or interdependent groups of functions. A functional exercise is typically focused on exercising plans, policies, procedures, and staff members involved in management, direction, command, and control functions. It allows participants to practice their specific roles or functions in an emergency. This type of exercise is conducted in a realistic, real-time simulated environment and often includes simulators (individuals who assist with the facilitation of the exercise) and follows a master scenario events list that dictates additional information, occurrences, or activities that affect the exercise scenario.

Lockdown drill: A response action schools take to secure interior portions of school buildings and grounds during incidents that pose an immediate threat of violence inside the school. The primary objective is to quickly ensure all school students, staff, and visitors are secured away from immediate danger.

Secure drill: A response action schools take to secure the perimeter of school buildings and grounds during incidents that pose a threat or hazard outside of the school building. This type of drill uses the security of the physical facility to act as protection to deny entry.

Seminar exercise: A discussion-based exercise designed to orient participants to new or updated plans, policies, or procedures through informal discussions. Seminar exercises are often used to impart new information and formulate new ideas.

Shelter-in-place for hazardous materials (hazmat) drill: A response action schools take to quickly move students, staff, and visitors indoors, perhaps for an extended period of time, because it is safer inside the building than outside. Affected individuals may be required to move to rooms without windows or to rooms that can be sealed. Examples of a shelter-in-place for hazmat drill include train derailment with chemical release or smoke from a nearby fire.

Shelter for severe weather drill: A response action schools take to quickly move students, staff, and visitors indoors, perhaps for an extended period of time, because it is safer inside the building than outside. For severe weather, depending on the type and/or threat level (watch versus warning), affected individuals may be required to move to rooms without windows on the lowest floor possible or to a weather shelter.

Tabletop exercise: A small group discussion that walks through a scenario and the courses of action a school will need to take before, during, and after an emergency to lessen the impact on the school community. Participants problem-solve together through a detailed discussion of roles, responsibilities, and anticipated courses of action. A tabletop exercise leverages a defined scenario to direct discussion and may need an experienced facilitator depending on the complexity and objectives of the exercise.

Workshop exercise: A type of discussion-based exercise focused on increased participant interaction and achieving or building a product (e.g., plans or policies). A workshop exercise is typically used to test new ideas, processes, or procedures; train groups in coordinated activities; and obtain consensus. A workshop exercise often uses breakout sessions to explore parts of an issue with smaller groups.

Frequency

Education Code 37.114(2) requires the commissioner of education to designate the number of mandatory school drills to be conducted each semester of the school year, not to exceed eight drills each semester and sixteen drills for the entire school year. Neither 19 Administrative Code 103.1209, nor the law, precludes a district from conducting more drills as deemed necessary and appropriate by the district. Following is the required minimum frequency of drills by type:

1. Secure drill — One per school year.
2. Lockdown drill — Two per school year (once per semester).
3. Evacuation drill — One per school year.
4. Shelter-in-place for hazmat drill — One per school year.
5. Shelter for severe weather drill — One per school year.
6. Fire evacuation drill — Districts should consult with their local fire marshal and comply with their local fire marshal's requirements and recommendations. If a district does not have a local fire marshal, it shall conduct four per school year (two per semester).

Best Practices

For more information about best practices for conducting drills and exercises, refer to Texas School Safety Center (TxSSC) guidance.

Drills and exercises should be designed and conducted in accordance with guidance and best practice resources provided by the TxSSC.

Drill and exercise design should include purpose, goals, and objectives that are stated in plans for each type of drill. Purpose, goals,

and objectives should be developed with input from all sectors of the school community. Input in planning should be sought from multiple stakeholder perspectives for each type of drill and exercise, including from:

1. The district School Safety and Security Committee;
2. First responders;
3. Mental and behavioral health professionals;
4. Students and families; and
5. Staff, including nontraditional teachers, coaches, trade instructors, custodians, and food service workers.

Drill and exercise design elements should include:

1. Physical and psychological safety for all participants;
2. Planning in a trauma-informed manner to maximize learning and to minimize potential trauma for students and staff;
3. Providing advance notification of drills and exercises;
4. Planning for post-drill or after-action reviews of each drill and exercise; and
5. Ensuring drills and exercises are age and developmentally appropriate with the understanding that more complex drills and exercises will require a hierarchy of learning to achieve or obtain more advanced goals or objectives.

Exercises tend to be more complex than drills and should be conducted in accordance with guidance and resources provided by the TxSSC. It is imperative that districts conduct exercises that match their experience and capabilities. It is usually best to start with discussion-based exercises and work up to operation-based exercises over time. Discussion-based exercises include seminar exercises, tabletop exercises, and workshop exercises. Operation-based exercises include functional exercises and full-scale exercises. Exercises can be used for:

1. Testing and validating policies, plans, procedures, training, equipment, and interagency agreements;
2. Clarifying and training personnel in roles and responsibilities;
3. Improving interagency coordination and communications;
4. Identifying gaps in resources;
5. Improving individual performance; and

6. Identifying opportunities for improvement.

19 TAC 103.1209; Education Code 37.114

Active Threat Exercises

Not Mandatory

A district that elects to conduct an active threat exercise, defined as any exercise that includes a simulated active aggressor or an active shooter simulation, shall do so in accordance with Education Code 37.1141 and 19 Administrative Code 103.1211.

Districts are not required to conduct active threat exercises.

Districts may consider using a tabletop exercise as defined in 19 Administrative Code 103.1209 [see Mandatory Drills, above] to achieve the purpose, goals, and objectives of the exercise rather than using a functional or full-scale active threat exercise.

Districts may consider conducting an active threat exercise during a noninstructional time when nonparticipants are not present in the facility.

19 TAC 103.1211(a)(1), (2)

Adequate Notice

Prior to conducting an active threat exercise, a district must:

1. Provide adequate notice of the exercise directly to individuals participating in the exercise, parents of students participating in the exercise, and all other individuals impacted by the exercise. Adequate notice of the active threat exercise shall also be posted through multiple distribution networks, including, but not limited to, the district's website and social media platforms.
    a. To be considered adequate notice, notice shall be provided and posted at least two weeks prior to the exercise.
    b. The notice shall include the following required elements specified in Education Code 37.1141(a)(1):
        (1) The date on which the exercise will occur;
        (2) The content, form, and tone of the exercise; and
        (3) Whether the exercise will include a live simulation that mimics or appears to be an actual shooting incident.
    c. The notice shall be provided to parents in the parents' native language to the greatest extent practicable; and
2. Make an audible announcement over the campus public address system immediately prior to the commencement of the

exercise to signal the start of the exercise to the participants, noting that it is only an exercise and not a real emergency. If applicable, the announcement must state that the exercise will include a live simulation that mimics or appears to be an actual threat, such as a shooting incident.

19 TAC 103.1211(b)(1), (2); Education Code 37.1141(a)(1), (2)

Notice to First Responders and Creation of Safe Zone

Before a district may conduct an active threat exercise, a district shall ensure that:

1. First responder organizations that would likely respond in the event of a false report or alarm are notified regarding the exercise; and

2. A safe zone is created around the area in which the exercise will be conducted to keep out actual firearms, ammunition, and other weapons, other than firearms, ammunition, or other weapons carried by a peace officer, school resource officer, or school marshal or any other person authorized by the district to carry those items on school grounds.

Item 2 above may not be construed to prohibit a parent, legal guardian, or other person acting on a parent's or legal guardian's behalf from transporting or storing in the person's motor vehicle a firearm, ammunition, or other weapon that the person is legally authorized to possess while the person is picking up a child from school.

Education Code 37.1141(a)(3), (4)

Content

Before a district may conduct an active threat exercise, a district shall ensure that the content of the exercise:

1. Is age appropriate and developmentally appropriate;

2. Has been developed by a team of school administrators, teachers, school-based mental health professionals, and law enforcement officers, with input from parents and students; and

3. Is designed to support the well-being of students who participate in the exercise before, during, and after the exercise is conducted.

A district must ensure that the content of the exercise, which includes planning and execution of the exercise, addresses the following elements:

1. Input from multiple stakeholder perspectives in the design of the exercise;

2. The physical and psychological safety of all participants before, during, and after the exercise, including:

    a. Planning in a trauma-informed manner to minimize potential trauma for students, staff, and other participants;

    b. The development and communication of a predetermined method for participants to withdraw from the exercise before or during the exercise; and

    c. Access to mental health supports before, during, and after the exercise; and

3. The developmental appropriateness of the exercise, which includes a comprehensive perspective that supports the cognitive and emotional well-being of each individual and considers the impact that prior trauma, grief, and crisis experiences have had on a participant's development prior to the exercise. Developmental appropriateness considerations include the needs of special populations, including students with disabilities and emergent bilingual students.

Education Code 37.1141(a)(5); 19 TAC 103.1211(b)(3)

Data Collection

In accordance with Education Code 37.1141(c), data regarding the efficacy and impact of an active threat exercise shall be collected and submitted to the TxSSC using the methods developed by the TxSSC. *19 TAC 103.1211(c); Education Code 37.1141(a)(6), (c)*

Eye and Face Protection

Required Devices

Each teacher and student shall wear industrial-quality eye-protective devices in appropriate situations as determined by district policy. *Education Code 38.005*

Recommended Guidelines

For selection and use of face and eye protection in public schools, the Texas Department of State Health Services (TDSHS) recommends the guidelines entitled "Eye and Face Protection," available at 29 C.F.R. 1910.133.

For hazard assessment and face and eye protective equipment selection in public schools, TDSHS recommends the guidelines entitled "Non-mandatory Compliance Guidelines for Hazard Assessment and Personal Protective Equipment Selection," available at 29 C.F.R. Part 1910, Subpart I, Appendix B.

Application

The guidelines are applicable to all staff members, students, and visitors within Texas public schools participating in educational activities and programs that involve:

1. The use of hazardous chemicals;

2. The use of hot liquids or solids;

3. The use of molten materials;
4. Performing grinding, chipping, or other hazardous activities where there is danger of flying particles;
5. Milling, sawing, turning, shaping, cutting, or stamping of any solid materials;
6. Heat treatment, tempering, or kiln firing of any metal or other materials;
7. Cutting, welding, or brazing operations;
8. The use of hazardous radiation, including the use of infrared and ultraviolet light or lasers;
9. Repair or servicing of any vehicle; or
10. Any process or activity in a vocational, art, industrial arts or science course or laboratory that might have a tendency to cause damage to the eyes.

25 TAC 295.141–.142

Emergency Operations Plan

The Superintendent shall ensure updating of the District's emergency operations plan and ongoing staff training.

As required by law, the emergency operations plan shall include the District's procedures addressing:

1. Reasonable security measures when District property is used as a polling place;
2. Response to an active shooter emergency;
3. Response to a nearby train derailment, as applicable; and
4. Access to campus buildings and materials necessary for a substitute teacher to carry out the duties of a District employee during an emergency or an emergency drill.

Note: For provisions regarding selection and adoption of instructional materials, see EFA.

Instructional Materials and Technology

Instructional materials selected for use in the public schools shall be furnished without cost to the students attending those schools. Except as provided by Education Code 31.104(d), a district may not charge a student for instructional material or technological equipment purchased by the district with the district's technology and instructional materials allotment. *Education Code 31.001*

Each instructional material, including electronic instructional material only to the extent of any applicable licensing agreement, purchased as provided by Education Code Chapter 31 for a district is the property of the district. *Education Code 31.102(a)–(b)*

Allotment

A district is entitled to an allotment each biennium from the state instructional materials and technology fund for each student enrolled in the district on a date during the last year of the preceding biennium specified by the commissioner of education. The commissioner shall determine the amount of the allotment per student each biennium on the basis of the amount of money available in the state instructional materials and technology fund to fund the allotment. The allotment shall be transferred from the state instructional materials and technology fund to the credit of the district's instructional materials and technology account as provided by Education Code 31.0212. *Education Code 31.0211(a)*

The commissioner shall, as early as practicable during each biennium, notify each district of the estimated amount to which the district will be entitled during the next fiscal biennium. *Education Code 31.0215(a)*

No Appeal

The amount of the allotment determined by the commissioner is final and may not be appealed. *19 TAC 66.1307(d)*

Delayed Publisher Payment Option

A district may requisition and receive state-adopted instructional materials before allotment funds for those materials are available. The total cost of delayed-payment-option materials requisitioned may not exceed 80 percent of the district's expected allotment for the subsequent biennium.

When a district submits a requisition for instructional materials under this provision, the Texas Education Agency (TEA) will expend a district's existing allotment balance before applying the delayed payment option. TEA will make payment for any remaining balance for a district's order as the allotment funds become available and

will prioritize payment for requisitions under this provision over reimbursement of purchases made directly by a district.

19 TAC 66.1312(a)–(e)

The commissioner shall ensure that publishers of instructional materials are informed of any potential delay in payment and that payment is subject to the availability of appropriated funds. *Education Code 31.0215(d)*

Publishers may decline orders for which payments could be delayed. A publisher's decision to decline an order shall affect all of that publisher's orders for which payments could be delayed. Publishers may not selectively decline individual orders or orders from individual districts. *19 TAC 66.1312(f); Education Code 31.0215(d)*

Government Code Chapter 2251 (payments for goods and services) does not apply to requisitions under this provision. *Education Code 31.0215(e); 19 TAC 66.1312(g)*

Allotment Adjustment

Change in Enrollment

Not later than May 31 of each school year, a district may request that the commissioner adjust the number of students for which the district is entitled to receive an allotment on the grounds that the number of students attending school in the district will increase or decrease during the school year for which the allotment is provided. The commissioner may also adjust the number of students for which a district is entitled to receive an allotment, without a request by the district, if the commissioner determines a different number of students is a more accurate reflection of students who will be attending school in the district. The commissioner's determination is final. *Education Code 31.0211(e)*

High Enrollment Growth

Each year the commissioner shall adjust the instructional materials and technology allotment of districts experiencing high enrollment growth. *Education Code 31.0214(a)*

High-enrollment growth adjustments will be based on the difference between the district's percentage of enrollment growth and that of the state. Enrollment growth calculations will be determined each fiscal year based on fall Texas Student Data Systems Public Education Information Management System (TSDS PEIMS) enrollment data. The amount of the adjustment determined by the commissioner is final and may not be appealed.

If sufficient funds are available, high-enrollment growth adjustments will be granted once each fiscal year. Notwithstanding this, a district that experiences an unexpected growth:

1. Of at least two percent due to a natural or man-made disaster or catastrophic event may apply for additional allotment funding at any time during a fiscal year.
2. In its bilingual population of at least ten percent in any school year may apply for additional bilingual allotment funding at any time during a fiscal year.

Any additional funding will be dependent on the availability of funds.

The per-student high-enrollment growth adjustment granted in the second year of a biennium shall not exceed one-half of the per-student amount established as the biennial allotment.

19 TAC 66.1309

Permitted Expenditures

Each district's allotment funds must be expended according to the following priorities established in Education Code 31.0211:

1. First, instructional materials necessary to permit the district to certify that the district has instructional materials that cover all elements of the essential knowledge and skills of the required curriculum, other than physical education, for each grade level as required by Education Code 28.002; and
2. Then, any other instructional materials or allowed technological equipment.

Maintaining the priorities above, the allotment funds may be used to pay for:

1. Instructional materials on the list adopted by the commissioner under Education Code 31.0231;
2. Instructional materials on the list adopted by the State Board of Education (SBOE) under Education Code 31.024;
3. Non-adopted instructional materials;
4. Consumable instructional materials;
5. Instructional materials for use in bilingual education classes, as provided by Education Code 31.029;
6. Versions of non-adopted instructional materials that are fully accessible to students with disabilities;
7. Instructional materials for use in college preparatory courses under Education Code 28.014, as provided by Education Code 31.031;

8. Supplemental instructional materials, as provided by Education Code 31.035;

9. State-developed open-source instructional materials, as provided by Education Code Chapter 31, Subchapter B-1;

10. Instructional materials and technological equipment under any continuing contracts of the district in effect on September 1, 2011;

11. Activities related to the local review and adoption of instructional materials;

12. Technological equipment that contributes to student learning, including equipment that supports the use of instructional materials;

13. Training educational personnel directly involved in student learning in the appropriate use of instructional materials;

14. Providing access to technological equipment for instructional use;

15. The salary and other expenses of an employee who provides technical support for the use of technological equipment directly involved in student learning;

16. Inventory software or systems for storing, managing, and accessing instructional materials;

17. Software for analyzing the use and effectiveness of instructional materials;

18. Services, equipment, and technology infrastructure necessary to ensure internet connectivity and adequate bandwidth;

19. Costs associated with distance learning, including services, equipment, and technology such as Wi-Fi, internet access hotspots, wireless network service, broadband service, and other services and technological equipment to ensure internet access; and

20. Training for personnel in the electronic administration of assessment instruments.

The allotment funds may not be used to pay for:

1. Services for installation;

2. The physical conduit that transmits data such as cabling and wiring or electricity, except to the extent allotment funds are

necessary to pay for allowable expenses under items 18 and 19, above;

3. Office and school supplies;

4. Items that are not directly related to student instruction such as furniture, athletic equipment, extension cords, temporary contractors, or video surveillance equipment;

5. Travel expenses; or

6. Equipment used for moving or storing instructional materials.

19 TAC 66.1307(e)–(g); Education Code 31.0211(c)

Technological Equipment

In purchasing technological equipment, a district shall:

1. Secure technological solutions that meet the varying and unique needs of students and teachers in the district; and

2. Consider the long-term cost of ownership and flexibility for innovation.

Education Code 31.0211(d-1)

Certification of Allotment

A district shall annually certify to the commissioner that the district's allotment has been used only for permitted expenses. *Education Code 31.0213*

Instructional Materials and Technology Account

The commissioner shall maintain an instructional materials and technology account for each district. In the first year of each biennium, the commissioner shall deposit the district's allotment in the account. The commissioner shall pay the cost of instructional materials requisitioned by a district under Education Code 31.103 using funds from the district's instructional materials and technology account.

A district may also use funds in the district's account to purchase electronic instructional materials or technological equipment. The district shall submit to the commissioner a request for funds for this purpose from the district's account in accordance with the commissioner's rules.

Money deposited in a district's instructional materials and technology account during each state fiscal biennium remains in the account and available for use by the district for the entire biennium. At the end of each biennium, a district with unused money in the district's account may carry forward any remaining balance to the next biennium.

Education Code 31.0212

Access to Allotment

The allotment for each biennium will be made available for district use through the state's online instructional material ordering system as early as possible in the fiscal year preceding the beginning of the biennium for which the funds have been appropriated. A district may access its allotment for any upcoming school year upon completion of:

1. Submission to the commissioner certification that:
    a. The district has instructional materials that cover all the required Texas Essential Knowledge and Skills (TEKS), except those for physical education, as required by Education Code 31.004 [see Certification of Instructional Materials, below]; and
    b. The district has used its allotment for only allowable expenditures [see Permitted Expenditures and Certification of Allotment Use, above]; and
2. Preparation by TEA of the state ordering system for the new school year with the new allotment amounts.

Upon completion of these requirements, a district may access its funds by correctly providing all information required in the state ordering system.

19 TAC 66.1307(h)–(j)

Online Requisition System

The commissioner shall maintain an online requisition system for districts to requisition instructional materials to be purchased with the district's allotment. *Education Code 31.101(f)*

Delegation of Authority

The board may delegate to an employee the authority to requisition, distribute, and manage the inventory of instructional materials, consistent with Education Code Chapter 31 and rules adopted under that chapter. *Education Code 31.104(a)*

Local Funds

A district may use local funds to purchase any instructional materials in addition to those selected under Education Code Chapter 31. *Education Code 31.106*

Requisitions, Use, and Distribution

A district shall make a requisition for instructional materials using the online requisition program maintained by the commissioner. A district may requisition instructional materials on the SBOE instructional materials list for grades above the grade level in which a student is enrolled. *Education Code 31.103(b)–(c)*

Distribution

The board shall distribute printed instructional materials to students in the manner that the board determines is most effective and economical. *Education Code 31.102(c)*

Supplemental Instructional Materials

A district may requisition supplemental instructional material adopted by the SBOE but not on the instructional material list adopted under Education Code 31.023 only if the district requisitions the supplemental instructional material along with other supplemental instructional materials or instructional materials on the list adopted under Education Code 31.023 that in combination cover each element of the essential knowledge and skills for the course for which the district is requisitioning the supplemental instructional materials. *Education Code 31.035(d)*

Availability of Open Education Resource Instructional Materials

A district that selects open education resource instructional material shall requisition a sufficient number of printed copies for use by students unable to access the instructional material electronically unless the district provides to each student:

1. Electronic access to the instructional material at no cost to the student; or
2. Printed copies of the portion of the instructional material that will be used in the course.

Education Code 31.103(d)

Employee Training

The board shall require the employee responsible for ordering instructional materials to complete TEA-developed training in the use of the allotment and the use of the instructional materials ordering system known as EMAT. Training shall be completed prior to ordering instructional materials for the first time and again each time the district is notified by TEA that the training has been updated. The district shall maintain documentation of the completion of the required training. *19 TAC 66.107(d)*

Special Instructional Materials

All laws and rules applying to instructional materials provided to students with no disabilities that are not in conflict with Education Code 31.028 or 19 Administrative Code 66.1311 shall apply to the distribution and control of special instructional materials. Special instructional materials include braille, large-print, and audio books and any other formats designed specifically to provide equal access to students with disabilities.

Requisitions for special instructional materials shall be based on actual student enrollment but may include up to two copies per student if necessary to meet individual need.

Special instructional materials are the property of the state. A district is responsible for replacing or reimbursing the state for lost, stolen, or damaged special instructional materials.

For Teachers — Adopted instructional materials needed by a teacher with a print disability to carry out his or her instructional duties shall be furnished in the required format without cost. The materials are to be loaned to the district as long as needed and are to be returned to the state when they are no longer needed.

For Parents — Adopted instructional materials in a specialized format that are requested by a parent with a print disability shall be furnished without cost by the state. Requests for electronic files shall be filled by TEA after the parent signs and TEA receives a statement, through the district, promising that the parent will safeguard the security of the files and observe all current copyright laws, including those that forbid reproduction of the files and their transfer to other parties. All specialized instructional material formats and electronic files that have been provided must be returned to the local school district at the end of the school year.

19 TAC 66.1311(a)–(d), (h), (j)

Bilingual Instructional Materials

A district shall purchase with its allotment or otherwise acquire instructional materials for use in bilingual education classes. The commissioner shall determine the amount of the allotment for bilingual education based on TSDS PEIMS bilingual enrollment data from the fall collection of the school year preceding the first year of each biennium. *Education Code 31.029; 19 TAC 66.1307(c)*

Certification of Instructional Materials

Prior to the beginning of each school year, a district shall submit to the SBOE and commissioner certification that for each subject in the required curriculum under Education Code 28.002, other than physical education, and each grade level, the district provides each student with instructional materials that cover all elements of the essential knowledge and skills adopted by the SBOE for that subject and grade level. The certification shall be submitted in a format approved by the commissioner and can be based on both state-adopted and non-state-adopted materials.

To determine whether each student has instructional materials that cover all elements of the essential knowledge and skills, a district may consider:

1. Instructional materials adopted by the SBOE;
2. Materials adopted or purchased by the commissioner under Education Code 31.0231 or Education Code Chapter 31, Subchapter B-1;
3. Open education resource instructional materials submitted by eligible institutions and adopted by the SBOE;

4. Open education resource instructional materials made available by other public schools;

5. Instructional materials developed or purchased by the district; and

6. Open education resource instructional materials and other electronic instructional materials included in the repository under Education Code 31.083.

Each district shall certify, in a format approved by the commissioner, that the district protects against access to obscene or harmful content in compliance with the requirements for certification under the Children's Internet Protection Act, 47 U.S.C. 254(h)(5)(B) and (C). [See CQ]

The certifications shall be ratified by the board in a public, noticed meeting.

Education Code 31.004; 19 TAC 66.105

Ownership

Except as otherwise provided, a student must return all instructional materials to the teacher at the end of the school year or when the student withdraws from school. At the end of the school year for which open education resource instructional material that a district does not intend to use for another student is distributed, the printed copy of the open education resource instructional material becomes the property of the student to whom it is distributed.

This provision does not apply to an electronic copy of open education resource instructional material.

Education Code 31.104(c), (g)–(h); 19 TAC 66.107(b)

Responsibility for Instructional Materials and Equipment

Each student or the student's parent or guardian is responsible for all instructional material and technological equipment not returned in an acceptable condition by the student. A student who fails to return in an acceptable condition all instructional materials and technological equipment forfeits the right to free instructional materials and technological equipment until all instructional materials and technological equipment previously issued but not returned in an acceptable condition are paid for by the student, parent, or guardian.

As provided by board policy, a district may waive or reduce the payment required if the student is from a low-income family. [See FP] The district shall allow the student to use instructional materials and technological equipment at school during each school day.

If instructional materials or technological equipment is not returned in an acceptable condition or paid for, a district may withhold the

student's records. A district may not prevent the student from graduating, participating in a graduation ceremony, or receiving a diploma. [See FL and GBA regarding student and parental right to access records; and FD, FFAB, and FL regarding a district's duties to provide records to another district]

The board may not require an employee of the district who acts in good faith to pay for instructional materials or technological equipment that is stolen, misplaced, or not returned by a student. [See DG]

These provisions do not apply to an electronic copy of open education resource instructional material.

Education Code 31.104(d), (e), (h); 19 TAC 66.107(c) [See also EF]

Acceptable Condition

Printed instructional materials are considered to be in acceptable condition if:

1. The cover, binding, pages, spine, and all integral components of the instructional materials are wholly intact and the instructional materials are fully usable by students; and
2. No component of the instructional materials is soiled, torn, or damaged (whether intentionally or by lack of appropriate care) to the extent that any portion of the content is too disfigured or obscured to be fully accessible to other students.

Electronic instructional materials are considered to be in acceptable condition if:

1. All components or applications that are a part of the electronic instructional materials are returned;
2. The electronic materials perform as they did when they were new;
3. The electronic instructional materials do not contain computer code (e.g., bug, virus, worm, or similar malicious software) that has been designed to self-replicate, damage, change, or otherwise hinder the performance of any computer's memory, file system, or software; and
4. The electronic instructional materials have not been installed with plug-ins, snap-ins, or add-ins without the prior approval of the district.

Technological equipment is considered to be in acceptable condition if:

1. The equipment is returned with the software and hardware in their original condition unless the district authorized changes; and
2. The physical condition of the equipment is fully usable as it was originally intended to be used.

19 TAC 66.1310

Lost or Damaged Instructional Materials

A district may order replacements for instructional materials that have been lost or damaged directly from the publisher of the instructional materials or any source for a printed copy of open education resource instructional material. *Education Code 31.104*

Sale or Disposal

The board shall determine how the district will dispose of discontinued printed instructional materials, electronic instructional materials, and technological equipment.

Sale

The board may sell printed instructional materials on the date the instructional material is discontinued for use in the public schools by the SBOE or the commissioner. The board may also sell electronic instructional materials and technological equipment owned by the district.

Use of Proceeds

Any funds received by a district from a sale must be used to purchase instructional materials and technological equipment allowed under Education Code 31.0211.

Disposal

The board may dispose of printed instructional material before the date the instructional material is discontinued for use in the public schools by the SBOE if the board determines that the instructional material is not needed by the district and the board does not reasonably expect that the instructional material will be needed. A district must notify the commissioner of any instructional material the district disposes of under this provision.

Education Code 31.105

Annual Inventory

A district shall conduct an annual physical inventory of all currently adopted instructional materials that have been requisitioned by and delivered to the district. The results of the inventory shall be recorded in the district's files. *19 TAC 66.107(a)*

Local Handling Expenses

School districts shall not be reimbursed from state funds for expenses incurred in local handling of instructional materials. *19 TAC 66.104(d)*

Information Required on Website

A district that at any time on or after January 1, 2019, maintained a publicly accessible internet website shall post on a publicly accessible website the following information:

1. The district's contact information, including a mailing address, telephone number, and email address;
2. Each member of the board;
3. The date and location of the next election for board members [see BB series];
4. The requirements and deadline for filing for candidacy of board member, which shall be continuously posted for at least one year before the election day for the office [see BB series];
5. Each notice of a meeting of the board under Government Code Chapter 551, Subchapter C [see BE]; and
6. Each record of a meeting of the board under Government Code 551.021 [see BE].

Items 5 and 6 above do not apply to a district with a population of less than 5,000 in the district's boundaries and located in a county with a population of less than 25,000.

Gov't Code 2051.201

Note: See GBA regarding the confidentiality of certain board member information.

Trustee Information

Each district that maintains an internet website shall post on the website the name, email address, and term of office, including the date the term began and the date the term expires, of each member of the district's board of trustees. If a district does not maintain an internet website, the district shall submit the information required above to the Texas Education Agency (TEA). On receipt of the district's information, TEA shall post the information on TEA's internet website.

Each time there is a change in the membership of a district's board, the district shall update the information required above and, as applicable post the updated information on the district's internet website or submit the updated information to TEA for posting on TEA's internet website.

Education Code 11.1518

Note: The following is an index of website posting requirements that are addressed in the legal reference material of the policy manual. The list is not all-inclusive. The list does not address postings that are required in response to a specific incident or postings required under special circumstances.

Other Required Internet Postings

The following posting requirements apply to a district that maintains an internet website:

1. A board may not vote on adoption of a proposed local innovation plan unless the final version of the proposed plan has been available on the district website for at least 30 days, under Education Code 12A.005(a)(1) and 19 Administrative Code 102.1307(a)(1). [See AF]

2. A district designated as a district of innovation shall ensure that a copy of its current local innovation plan is available to the public by posting and maintaining the plan in a prominent location on the district's website, under Education Code 12A.0071(a) and 19 Administrative Code 102.1305(e), .1307(f). [See AF]

3. Not later than 30 days after an accreditation status of accredited-warned, accredited-probation, or not accredited-revoked is assigned, a district must post notice on the home page of its website with a link to the required notification under 19 Administrative Code 97.1055(f), and maintain this until the district is assigned the accredited status. [See AIA]

4. A district with a local accountability system must produce a campus scorecard and make available on the district website an explanation of the methodology used to assign local accountability performance ratings, under 19 Administrative Code 97.1003(g). [See AIA]

5. A board shall disseminate its Texas Academic Performance Report (TAPR) by posting it on the district website under 19 Administrative Code 61.1022(f). [See AIB]

6. Not later than the tenth day after the first day of instruction of each school year, a district shall make available each campus report card, the district's performance report, the district's accreditation status and performance rating, and a definition and explanation of each accreditation status, under Education Code 39.362. [See AIB]

7. A district shall post its annual federal report card under 20 U.S.C. 6311(h)(2). [See AIB]

8. A district or campus assigned a rating of D that qualifies under Education Code 39.0543(b) must notify the public of the meeting for input for the development of a local improvement plan 15 days prior to the meeting by way of the district and campus website, under 19 Administrative Code 97.1061(b)(3)(A)(ii). [See AIC]

9. A campus intervention team must notify the public of the meeting for input for the development of a targeted improvement plan 15 days prior to the meeting by way of the district and campus website, under 19 Administrative Code 97.1061(e)(3)(A)(ii) and Education Code 39A.056. [See AIC]

10. A district shall post a targeted improvement plan for a campus assigned an unacceptable performance rating on its website before the board hearing on the plan under Education Code 39A.057(b). [See AIC]

11. A district shall notify stakeholders of their ability to review the completed campus turnaround plan and post the completed plan on the district website at least 30 days before the final plan is submitted to the board of trustees, under 19 Administrative Code 97.1064(e). [See AIC]

12. A district shall post an election notice required under Election Code 85.007. [See BBBA]

13. A district shall post election information under Election Code 4.009. [See BBBA]

14. Each day early voting is conducted, the district shall post the branch daily register under Election Code 85.072. [See BBBA]

15. A district shall post early voting rosters under Election Code 87.121. [See BBBA]

16. A district shall post election results under Election Code 65.016. [See BBBB]

17. A district shall post the minutes of the last regular board meeting held before an election of trustees if the minutes reflect that a trustee is deficient in meeting the trustee's training requirement, under Education Code 11.159(b) and 19 Administrative Code 61.1(j). [See BBD]

18. A district that is located wholly or partly in a municipality with a population of more than 500,000 and with a student enrollment of more than 15,000 shall post a report filed pursuant to Election Code Chapter 254 by a board member, a candidate for membership on the board, or a specific-purpose committee for supporting, opposing, or assisting a candidate or member of a board under Election Code 254.04011. [See BBBC]

19. A district shall provide access to the conflicts disclosure statements and questionnaires under Local Government Code 176.009. [See BBFA, CHE]

20. A district shall post the statements regarding activities to support and promote student health under Education Code 28.004. [See BDF]

21. A district must post notice of school health advisory council (SHAC) meetings under Education Code 28.004(d-1). [See BDF]

22. A district must post the minutes and audio or video recording of each SHAC meeting under Education Code 28.004(d-2). [See BDF]

23. A board must post notice of a board meeting and, if the district contains all or part of the area within the corporate boundaries of a municipality with a population of 48,000 or more, the board must also post the agenda for a board meeting under Government Code 551.056. [See BE]

24. A district that has a student enrollment of 10,000 or more shall post the archived recording, or a link thereto, of its meetings under Government Code 551.128(b-1). [See BE]

25. A district conducting a bond election shall post the election order, the election notice, the contents of the proposition, and any sample ballot under Election Code 4.003(f). [See CCA]

26. A district conducting a bond election shall post the voter information document beginning not later than the 21st day before election day and ending on the day after the election, under Government Code 1251.052(d). [See CCA]

27. A district issuing capital appreciation bonds shall post the information required by Government Code 1201.0245. [See CCA]

28. Not later than 30 days before the date of an election to approve a tax rate, a district must post the results of an efficiency audit under Education Code 11.184. [See CCG]

29. A district shall include on the home page of its website the prescribed statement if the district increases the amount of taxes to fund maintenance and operation expenditures under Tax Code 26.05(b). [See CCG]

30. A district shall maintain a link to the area of the comptroller's website where information on each of the district's agreements to limit appraised value, if any, is maintained, under Tax Code 313.0265(c). [See CCGB]

31. A district shall post a summary of its proposed budget concurrently with publication of the proposed budget under Education Code 44.0041. [See CE]

32. In the format prescribed by the comptroller, a district shall post or cause to be posted tax rate and budget information under Tax Code 26.18. [See CE]

33. A district shall maintain its adopted budget on the district's website until the third anniversary of the date the budget was adopted, under Education Code 44.0051. [See CE]

34. A district shall continuously post its contact information and Annual Local Debt Report under Local Government Code 140.008 and 34 Administrative Code 10.1–.6 on its website until the district posts the next annual report, or, as an alternative, the district may continually maintain a link to the comptroller's website where the district's financial information may be viewed. [See CFA]

35. Prior to conducting an active threat exercise, a district must provide adequate notice of the exercise through multiple distribution networks, including the district's website, under 19 Administrative Code 103.1211(b)(1). [See CKB]

36. A district must make available information regarding its compliance with requirements related to the transportation of students enrolled in the district who reside outside the district, under Education Code 34.007. [See CNA]

37. A district that does not participate in the uniform group health insurance program (TRS ActiveCare) shall post its comparability report, together with the policy or contract for the group health coverage plan, under Education Code 22.004(d). [See CRD]

38. A district that is a service provider seeking to limit liability under the Digital Millennium Copyright Act must post information regarding its designated agent under 17 U.S.C. 512(c)(2). [See CY]

39. A district shall post its employment policy and any regulations referenced under Education Code 11.1513(a). [See DC]

40. A district shall post the board's employment policies under Education Code 21.204(d). [See DCB]

41. The board shall adopt and post on the district's website early childhood literacy and mathematics plans that set specific annual goals under Education Code 11.185. [See EA]

42. The board shall post on the district's website and on the website, if any, of each campus the annual report of progress toward the goals set under the early childhood literacy and mathematics plans under Education Code 11.185. [See EA]

43. The board shall post on the district's website and on the website, if any, of each campus the annual report of progress toward the goals set under the college, career, and military readiness plans under Education Code 11.186. [See EA]

44. A district shall post curriculum materials used in the district's human sexuality instruction or instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking, if the materials are in the public domain, under Education Code 28.004(j). [See EHAA]

45. A district shall post the transition and employment guide for students enrolled in special education programs and their parents in order to provide information on statewide services and programs that assist in the transition to life outside the public school system, under Education Code 29.0112. [See EHBAD]

46. A district shall make available on the district or campus website by November 1 of each school year a family engagement plan to assist the district in achieving and maintaining high levels of family involvement and positive family attitudes toward education, under 19 Administrative Code 102.1003(e). [See EHBG]

47. Annually, a district shall post any agreement between the district and a public institution of higher education to provide a dual credit program, under Education Code 28.009(b-2). [See EHDD]

48. A district shall publish information from TEA under Education Code 28.02121 explaining the advantages of the distinguished level of achievement and each endorsement. [See EIF]

49. A district shall post the date the PSAT/NMSQT will be administered and the date any college advanced placement tests will be administered, under Education Code 29.916. [See EK]

50. A district that receives funds under Title 1, Part A shall post on its website and the website of each campus for each grade served, information on each assessment required by the state to comply with 20 U.S.C. 6311, other assessments required by the state, and assessments required district-wide, under 20 U.S.C. 6312(e)(2)(B). [See EKB]

51. A district shall post information regarding local programs and services, including charitable programs and services, available to assist students who are homeless, under Education Code 33.906. [See FDC]

52. A district shall prominently post information about required and recommended immunizations and procedures for claiming an exemption from immunization requirements under Education Code 38.019. [See FFAB]

53. Each school year, the board shall post a summary of the Guidelines for the Care of Students With Food Allergies At-Risk for Anaphylaxis[1] on the district's website with instructions for obtaining access to the complete guidelines document, under Education Code 38.0151. [See FFAF]

54. A district must prominently display the contact information required to be listed for the Title IX Coordinator and policy on its website, if any, under 34 C.F.R. 106.8(b). [See FFH]

55. A district must make all materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process publicly available on its website, if any, under 34 C.F.R. 106.45(b)(10)(i)(D). [See FFH]

56. To the extent practicable, a district must post the procedure for reporting bullying established by the district's bullying policy, under Education Code 37.0832(e). [See FFI]

57. A district shall post on its website, for each district campus, the email address and dedicated phone number of the campus behavior coordinator under Education Code 26.015. [See FO]

58. If the board designates a method for making a written request for public information, other than mail, email, or hand-delivery, the board must include a statement that a request may be made by that method on its website under Government Code

552.234(b) unless the statement is on the sign required by Government Code 552.205. [See GBAA]

59. A board that allows requestors to use the public information request form created by the attorney general must post the form on the district website under Government Code 552.235. [See GBAA]

60. A district shall post on its website and each campus shall post on any campus website a notice regarding the district's ability to refuse entry or eject certain persons under Education Code 37.105 and 19 Administrative Code 103.1207(g), including the appeal process. [See GKA]

Optional Internet Postings

A district that maintains an internet website has the following options:

1. A board may broadcast an open meeting over the internet, under Government Code 551.128. [See BE]

2. A district may publish the superintendent's employment contract on the district's website instead of publishing it in the annual financial management report under 19 Administrative Code 109.1001(q)(3)(B)(i). [See CFA]

3. Notice of a vacant position for which a certificate or license is required may be provided by posting the position on the district's internet website, rather than on a bulletin board, under Education Code 11.1513. [See DC]

4. A district may place on its internet website a current copy of the procedural safeguards notice regarding special education and related services, under 34 C.F.R. 300.504(b). [See EHBAE]

5. A district may provide the annual notice to the parent of each student enrolled in grade 9 or above of the availability of subsidies for certain exam fees and the availability and enrollment qualifications for programs under which a student may earn college credit and career and technology education programs or other work-based education programs in the district, under Education Code 28.010. [See EHDD]

6. A board may post a mailing address and email address designated for receiving written requests for public information on its website under Government Code 552.234(d). [See GBAA]

Geospatial Data Products

"Geospatial data product" means a document, computer file, or internet website that contains geospatial data; a map; or information

about a service involving geospatial data or a map. *Gov't Code 2051.101(1)*

Notice

A district shall include a notice on each geospatial data product that:

1. Is created or hosted by the district;
2. Appears to represent property boundaries; and
3. Was not produced using information from an on-the-ground survey conducted by or under the supervision of a registered professional land surveyor or land surveyor authorized to perform surveys under laws in effect when the survey was conducted.

The notice must be in substantially the following form: "This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries."

The notice may include language further defining the limits of liability of a geospatial data product producer; apply to a geospatial data product that contains more than one map; or for a notice that applies to a geospatial data product that is or is on an internet website, be included on a separate page that requires the person accessing the website to agree to the terms of the notice before accessing the geospatial data product.

Gov't Code 2051.102

Exemption

A district is not required to include the notice on a geospatial data product that:

1. Does not contain a legal description, a property boundary monument, or the distance and direction of a property line;
2. Is prepared only for use as evidence in a legal proceeding;
3. Is filed with the clerk of any court; or
4. Is filed with the county clerk.

Gov't Code 2051.103

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[1] TDSHS Guidelines for the Care of Students with Food Allergies At-Risk for Anaphylaxis: https://www.dshs.texas.gov/schoolhealth/pdf/FoodAllergyGuide.pdf

Definitions

Participating Entity — "Participating entity" means an entity participating in the uniform group coverage program established under Insurance Code Chapter 1579.

Program — "Program" means the uniform group coverage program established under Insurance Code Chapter 1579 (TRS-ActiveCare).

Insurance Code 1579.002(5), (6)

Coverage Requirements

A district shall participate in the uniform group coverage program established under Insurance Code Chapter 1579 as provided by Subchapter D of that chapter. *Education Code 22.004(a)*

Districts with 500 or Fewer Employees — Each district with 500 or fewer employees is required to participate in the program. *Insurance Code 1579.151(a)*

Self-Funded Districts — Notwithstanding the above, a district otherwise subject to the requirement that, on January 1, 2001, was individually self-funded for the provision of health coverage to its employees may elect not to participate in the program. *Insurance Code 1579.151(b)*

Districts with More Than 500 Employees — A district with more than 500 employees may elect to participate in the program. A district that elects to participate shall apply for participation in the manner prescribed by TRS rule. *Insurance Code 1579.152*

TRS-ActiveCare

The Teacher Retirement System (TRS) shall implement and administer the uniform group coverage program described by Insurance Code Chapter 1579. TRS shall establish plans of group coverages for employees participating in the program and their dependents. *Insurance Code 1579.051, .101*

Eligibility — Participation in the program is limited to employees of participating districts who are full-time employees and to part-time employees who are participating members in TRS. *Insurance Code 1579.202(a)*

Full-Time Employees — A "full-time employee" is a participating member who:

1. Is currently employed by a district;
2. Is employed in a position that is eligible for membership in TRS; and
3. Is not receiving coverage as an employee or retiree from a uniform group insurance or health benefits program under the Texas Employees Group Benefits Act (Insurance Code Chapter 1551), or the State University Employees Uniform Insurance Benefits Act (Insurance Code Chapter 1601) or the Texas Public School Retired Employees Group Benefits Act (Insurance Code Chapter 1575, also known as TRS-Care).

An individual who is eligible to Medicare, and meets the criteria in 1 and 2, above, will be considered a full-time employee.

34 TAC 41.33(2)

Certain Part-Time Employees

A part-time employee of a district who is not a participating member in TRS is eligible to participate in the program only if the employee pays all of the premiums and other costs associated with the health coverage plan selected by the employee. *Insurance Code 1579.204*

A "part-time employee" is an individual who:

1. Is currently employed by a district for ten hours or more each week;

2. Is employed in a position that is not eligible for membership in TRS or is not eligible for membership in TRS because of a service or disability retirement; and

3. Is not receiving coverage as an employee or retiree from a uniform group insurance or health benefits program under the Texas Employees Group Benefits Act (Insurance Code Chapter 1551) or the State University Employees Uniform Insurance Benefits Act (Insurance Code Chapter 1601) or the Texas Public School Retired Employees Group Benefits Act (Insurance Code Chapter 1575, also known as TRS-Care).

An individual who is eligible to Medicare, and who meets the criteria of 1 and 2, above, will be considered a part-time employee.

34 TAC 41.33(6)

Alternative Group Health Coverage Prohibited

Notwithstanding any other law, a participating entity may not offer or make available to the entity's employees or their dependents group health coverage not provided under the program. *Insurance Code 1579.1045; 34 TAC 41.30(e)*

If, contrary to 34 Administrative Code 41.30(e) and Insurance Code 1579.1045, a participating entity offers alternative group health coverage, TRS may pursue remedies for noncompliance, including but not limited to removal from or denial of entry into TRS-ActiveCare. TRS may impose or pursue one or more remedies. The pursuit of one remedy does not constitute a waiver of any other remedy that TRS may have at law or equity. If TRS discovers that a participating entity is in violation of 34 Administrative Code 41.30(e) after the beginning of a plan year, in addition to any other available remedy, TRS will remove the entity from the program effective at the end of the month in which TRS discovers the situation; and it will be the entity's liability to procure alternative

coverage or provide other remedies for the employees and their dependents that lose coverage under these circumstances. *34 TAC 41.30(f)*

Participation Election

Election to Discontinue

Effective September 1, 2022, a participating entity may elect to discontinue the entity's participation in the program by providing written notice to TRS not later than December 31 of the year preceding the first day of the plan year in which the election will be effective.

A participating entity that elects to discontinue participation in the program may not elect to:

1. Participate in the program until the fifth anniversary of the effective date of the entity's election to discontinue participation; or

2. Discontinue the entity's participation after an election described by item 1 until the fifth anniversary of the effective date of that election.

Election to Continue

Effective September 1, 2022, an entity that elects to participate in the program shall provide written notice to TRS not later than December 31 of the year preceding the first day of the plan year in which the election will be effective. The entity may not elect to discontinue the entity's participation until the fifth anniversary of the effective date of the entity's election to participate.

Insurance Code 1579.155; 34 TAC 41.30

An eligible entity that submits a written election to participate in TRS-ActiveCare under 34 Administrative Code 41.30 must include with the notice of election the information specified in 34 Administrative Code 41.45. Written notices of election to participate in TRS-ActiveCare without the information required will be considered incomplete and will be denied by TRS. *34 TAC 41.45*

Optional Coverages

Education Code 22.004 does not preclude a district that is participating in the uniform group coverage program established under Insurance Code Chapter 1579 from entering into contracts to provide optional insurance coverages for district employees. *Education Code 22.004(j)*

Other Health Coverage Programs

A district that does not participate in the program shall make available to its employees group health coverage provided by a risk pool established by one or more districts under Local Government Code Chapter 172 ("authorized risk pool"), or under a policy of insurance or group contract issued by an insurer, a company subject to Insurance Code Chapter 842, or a health maintenance organization under Insurance Code Chapter 843.

Comparability

The coverage provided by a district that does not participate in the program must meet the substantive coverage requirements of Insurance Code Chapter 1251, Subchapter A, Chapter 1364, and Chapter 1366, Subchapter A, and any other law applicable to group health insurance policies or contracts issued in this state. The coverage must include major medical treatment but may exclude experimental procedures. “Major medical treatment” means a medical, surgical, or diagnostic procedure for illness or injury. The coverage may include managed care or preventive care and must be comparable to the basic health coverage provided under Insurance Code Chapter 1551 (Texas Employees Group Benefits Act).

The following factors shall be considered in determining whether the district's coverage is comparable to the basic health coverage specified above:

1. The deductible amount for service provided inside and outside of the network;
2. The coinsurance percentages for service provided inside and outside of the network;
3. The maximum amount of coinsurance payments a covered person is required to pay;
4. The amount of the copayment for an office visit;
5. The schedule of benefits and the scope of coverage;
6. The lifetime maximum benefit amount; and
7. Verification that the coverage is issued by a provider licensed to do business in this state by the Texas Department of Insurance (TDI) or is provided by an authorized risk pool or that a district is capable of covering the assumed liabilities in the case of coverage provided through district self-insurance.

Education Code 22.004(b)

Financial Statement

A district that does not participate in the program may not contract with an insurer, a company subject to Insurance Code Chapter 842, or a health maintenance organization to issue a policy or contract under Education Code 22.004, or with any person to assist the district in obtaining or managing the policy or contract unless, before the contract is entered, the insurer, company, organization, or person provides the district with an audited financial statement showing the financial condition of the insurer, company, organization, or person. *Education Code 22.004(f)*

Small Employer Market Election

A district may elect to participate as a small employer without regard to the number of employees in the district. A district that makes this election is treated as a small employer under Insurance Code Chapter 1501 for all purposes.

A district that is participating in the uniform group coverage program established under Insurance Code Chapter 1579 may not participate in the small employer market under this provision and may not renew a health insurance contract obtained in accordance with this provision after the date on which the program of coverages provided under Chapter 1579 is implemented. This provision does not affect a contract for the provision of optional coverages not included in a health benefit plan under Insurance Code Chapter 1501.

Insurance Code 1501.009

Employee Election — Spouses

A district employee who is eligible for coverage under a large or small employer health benefit plan providing coverage to the district's employees and who is the spouse of another district employee covered under the plan may elect whether to be treated under the plan as an employee or as the dependent of the other employee. *Insurance Code 1501.0095*

Self-Funded Health-Care Plan

The board may establish a health-care plan for district employees and their dependents. In implementing the plan, the board shall establish a fund to pay, as authorized under the plan, all or part of the actual costs for hospital, surgical, medical, dental, or related health care incurred by employees or any dependent whose participation in the program is being supported by deductions from an employee's salary. Under the plan, the fund also may be used to pay the costs of administering the fund. The fund consists of money contributed by the district and money deducted from salaries of employees for dependent or employee coverage. Money for the fund may not be deducted from an employee's salary unless the employee authorizes the deduction in writing. The plan shall attempt to protect the district against unanticipated catastrophic individual loss, or unexpectedly large aggregate loss, by securing individual stop-loss coverage, or aggregate stop-loss coverage, or both, from a commercial insurer.

The board may amend or cancel the district's health-care plan at any regular or special board meeting. If the plan is canceled, any valid claim against the fund for payment of health-care costs resulting from illness or injury occurring during the time the plan was in effect shall be paid out of the fund. If the fund is insufficient to pay

the claim, the costs shall be paid out of other available district funds.

Education Code 22.005

Compliance Report

Each district that does not participate in the program shall prepare a report addressing its compliance with Education Code 22.004. The report must be available for review, together with the policy or contract for the group health coverage plan, at the central administrative office of each campus in the district and be posted on the district's internet website if the district maintains a website, must be based on the district group health coverage plan in effect during the current plan year, and must include:

1. Appropriate documentation of:
    a. The district's contract for group health coverage with a provider licensed to do business in this state by TDI or an authorized risk pool; or
    b. A resolution of the board authorizing a self-insurance plan for district employees and of the district's review of district ability to cover the liability assumed;
2. The schedule of benefits;
3. The premium rate sheet, including the amount paid by the district and employee;
4. The number of employees covered by the health coverage plan offered by the district; and
5. Information concerning the ease of completing the report.

Education Code 22.004(d)

Cost of Coverage

The cost of coverage under the program shall be paid by the state, the district, and the employees in the manner provided by Insurance Code Chapter 1579, Subchapter F, below. *Education Code 22.004(c)*

TRS-ActiveCare

State Contribution

The state shall provide for each covered employee the amount of $900 each state fiscal year or a greater amount as provided by the General Appropriations Act. The state contribution shall be distributed through the school finance formulas under Education Code Chapters 48 and 49 and used by districts as provided by Education Code 48.275*. Insurance Code 1579.251(a)*

Employee Contribution

An employee covered by the program shall pay that portion of the cost of coverage selected by the employee that exceeds the amount of the state contribution and a district’s contribution.

District Contribution

A district may pay any portion of what otherwise would be the employee share of premiums and other costs associated with the coverage selected by the employee.

Insurance Code 1579.253

A district shall make contributions for the program as provided by Insurance Code Chapter 1581. *Insurance Code 1579.252* [See District Required Minimum Effort, below]

Other Health Coverage Programs

The cost of coverage under a plan adopted by a district that does not participate in the program shall be shared by the employees and the district, using the contributions by the state described by Insurance Code Chapter 1579, Subchapter F. [See State Contribution, above] *Education Code 22.004(c)*

District Required Minimum Effort

A district shall, for each fiscal year, use to provide health coverage an amount equal to the number of participating employees of the district multiplied by $1,800. *Insurance Code 1581.052(a)*

Designation of Compensation for Benefits

An employee who is covered by a cafeteria plan or who is eligible to pay health-care premiums through a premium conversion plan may elect to designate a portion of the employee's compensation to be used as health-care supplementation. [See DEA] *Education Code 22.103(a), (c)*

Use

An employee may use compensation designated for health-care supplementation for any employee benefit, including depositing the designated amount into a cafeteria plan in which the employee is enrolled or using the designated amount for health-care premiums through a premium conversion plan. *Education Code 22.106*

Written Election

Each year, an active employee must elect in writing whether to designate a portion of the employee's compensation to be used as health-care supplementation. An election must be made at the same time that the employee elects to participate in a cafeteria plan, if applicable. *Education Code 22.105*

Continuation Coverage

After Resignation

Notwithstanding any other law, an employee whose resignation is effective after the last day of an instructional year is entitled to participate or be enrolled in the uniform group coverage plan or the district's group health coverage through the earlier of:

1. The first anniversary of the date participation in or coverage under the uniform group coverage plan or the group health coverage was first made available to district employees for the last instructional year in which the employee was employed by the district; or

2. The last calendar day before the first day of the instructional year immediately following the last instructional year in which the employee was employed by the district.

If an employee's resignation is effective after the last day of an instructional year, the district may not diminish or eliminate the amount of a contribution available to the employee under Insurance Code Chapter 1581 [see District Required Minimum Effort, above] before the last date on which the employee is entitled to participation or enrollment.

Education Code 22.004(k), (l); 34 TAC 41.38

During Military Leave

An employee who is absent from a position of employment by reason of service in the uniformed services may elect to continue coverage under a health plan. The maximum period of coverage of such a person and the person's dependents shall be the lesser of:

1. The 24-month period beginning on the date on which the person's absence begins; or

2. The day after the date on which the person fails to apply for or return to a position of employment. [See DECB]

38 U.S.C. 4317(a)

During FMLA Leave

During any period of leave under the Family and Medical Leave Act (FMLA), a district shall maintain coverage under any group health plan for the duration of the leave at the level and under the conditions coverage would have been provided if the employee had continued in employment continuously for the duration of the leave. *29 U.S.C. 2614(c); 29 C.F.R. 825.209, .210, .213* [See also DECA]

Upon Termination or Other Qualifying Event (COBRA)

In accordance with regulations that the Secretary of Health and Human Services shall prescribe, each group health plan that is maintained by any state that receives funds under 42 U.S.C. Chapter 6A, by any political subdivision of such a state, or by any agency or instrumentality of such a state or political subdivision, shall provide, in accordance with 42 U.S.C. Chapter 6A, Subchapter XX, that each qualified beneficiary who would lose coverage under the plan as a result of a qualifying event is entitled, under the plan, to elect, within the election period, continuation coverage under the plan. *42 U.S.C. 300bb-1(a)*

[For more information on the Consolidated Omnibus Budget Reconciliation Act of 1986 (COBRA), see 42 U.S.C. 300bb-1 through 300bb-8.]

Note: See DEB for continuation benefits that are available to survivors of district peace officers under certain conditions.

Coverage of Preexisting Conditions

Notwithstanding any other law, group health benefit coverage provided by or offered through a district to its employees under any law other than the uniform group coverage program is subject to the requirements of Insurance Code Sections 1501.102–.105, which limit exclusion for preexisting conditions. This provision applies to all group health benefit coverage provided by or offered through a district to its employees, including a standard health benefit plan issued under Insurance Code Chapter 1507 and health and accident coverage provided through a risk pool established under Local Government Code Chapter 172. *Education Code 22.004(m)*

TRS-ActiveCare

Coverage provided under the uniform group coverage program may not be made subject to a preexisting condition limitation during the initial period of eligibility*. Insurance Code 1579.105*

Federal Law

A group health plan and a health insurance issuer offering group or individual health insurance coverage may not impose any preexisting condition exclusion with respect to such plan or coverage. *42 U.S.C. 300gg-3(a)*

Privacy of Health Information

To the extent a district is a covered entity under the Administrative Simplification provisions of HIPAA (42 U.S.C. Chapter 7, Subchapter XI, Part C; 45 C.F.R. Parts 160, 162, 164), the district must maintain the privacy of protected health information in accordance with the Privacy Rule, 45 C.F.R. Part 164, Subpart E.

Definitions

“Covered entity” means:

Covered Entity

1. A health plan;
2. A health-care clearinghouse; or
3. A health-care provider who transmits any health information in electronic form in connection with a transaction covered by 45 C.F.R. Subtitle A, Subchapter C.

45 C.F.R. 160.103

Protected Health Information

“Protected health information” means individually identifiable health information that is transmitted by electronic media, maintained in electronic media, or transmitted or maintained in any form or medium. “Protected health information” excludes individually identifiable health information:

1. In education records covered by the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 1232g. [See FL]
2. In records described at 20 U.S.C. 1232g(a)(4)(B)(iv) (medical treatment records on a student who is at least 18 years of age).
3. In employment records held by a covered entity in its role as employer.

45 C.F.R. 160.103

Purpose

As a condition of accreditation, a district shall provide instruction in the essential knowledge and skills at appropriate grade levels in the foundation and enrichment curriculum. *Education Code 28.002(c); 19 TAC 74.1(b)*

A district shall ensure that all children in the district participate actively in a balanced curriculum designed to meet individual needs. *Education Code 28.002(g)*

Instruction may be provided in a variety of arrangements and settings, including mixed-age programs designed to permit flexible learning arrangements for developmentally appropriate instruction for all student populations to support student attainment of course and grade-level standards. *19 TAC 74.2*

A primary purpose of the public school curriculum is to prepare thoughtful, informed citizens who understand the importance of patriotism and can function productively in a free enterprise society with appreciation for the fundamental democratic principles of our state and national heritage.

A district shall require the teaching of informed American patriotism, Texas history, and the free enterprise system in the adoption of instructional materials for kindergarten through grade 12, including the founding documents of the United States. In providing instruction required by the State Board of Education under Education Code 28.002(h-1), regarding the founding documents of the United States, a district shall use those documents as part of the instructional materials for the instruction.

Education Code 28.002(h), (h-6)

Required Curriculum

Foundation Curriculum

A district that offers kindergarten through grade 12 shall offer a foundation curriculum that includes:

1. English language arts and reading;
2. Mathematics;
3. Science; and
4. Social studies, consisting of Texas, United States, and world history; government; geography; and economics with emphasis on the free enterprise system and its benefits.

Education Code 28.002(a)(1); 19 TAC 74.1(a)(1)

Enrichment Curriculum

A district that offers kindergarten through grade 12 shall offer an enrichment curriculum that includes:

1. Languages other than English, to the extent possible. American Sign Language is a language for these purposes and the district may offer an elective course in the language;
2. Health, with emphasis on:
    a. Physical health, including the importance of proper nutrition and exercise;
    b. Mental health, including instruction about mental health conditions, substance abuse, skills to manage emotions, establishing and maintaining positive relationships, and responsible decision-making; and
    c. Suicide prevention, including recognizing suicide-related risk factors and warning signs;
3. Physical education;
4. Fine arts;
5. Career and technical education;
6. Technology applications;
7. Religious literature, including the Hebrew Scriptures (Old Testament) and New Testament, and its impact on history and literature; and
8. Personal financial literacy.

Education Code 28.002(a)(2), (e); 19 TAC 74.1(a)(2)

Digital Citizenship

The State Board of Education by rule shall require each district to incorporate instruction in digital citizenship into the district's curriculum, including information regarding the potential criminal consequences of cyberbullying.

"Cyberbullying" has the meaning assigned by Education Code 37.0832. [See FFI]

"Digital citizenship" means the standards of appropriate, responsible, and healthy online behavior, including the ability to access, analyze, evaluate, create, and act on all forms of digital communication.

Education Code 28.002(z)

Positive Character Traits

Districts are required to provide instruction in the essential knowledge and skills for positive character traits and personal skills at least once in the following grade bands: kindergarten–grade 2, grades 3–5, grades 6–8, and grades 9–12.

Districts may provide the required instruction in a variety of arrangements, including through a stand-alone course or by integrating the positive character traits standards in the essential knowledge and skills for one or more courses or subject areas at the appropriate grade levels.

19 TAC 120.3(a), .5(a), .7(a), .9(a)

Local Credit

A district may offer courses for local credit, at its discretion, in addition to those in the required curriculum, but it may not delete or omit instruction in the foundation and enrichment curricula specified above. *Education Code 28.002(f); 19 TAC 74.1(b)*

Local Instructional Plan

A district's local instructional plan may draw on state curriculum frameworks and program standards as appropriate. A district is encouraged to exceed minimum requirements of law and State Board rule.

Major Curriculum Initiatives

Before the adoption of a major curriculum initiative, including the use of a curriculum management system, a district must use a process that:

1. Includes teacher input;
2. Provides district employees with the opportunity to express opinions regarding the initiative; and
3. Includes a meeting of the board at which information regarding the initiative is presented, including the cost of the initiative and any alternatives that were considered; and members of the public and district employees are given the opportunity to comment regarding the initiative.

Education Code 28.002(g)

Common Core State Standards

A district may not use common core state standards to comply with the requirement to provide instruction in the essential knowledge and skills at appropriate grade levels. A district may not be required to offer any aspect of a common core state standards curriculum. "Common core state standards" means the national curriculum standards developed by the Common Core State Standards Initiative. *Education Code 28.002(b-1), (b-3), (b-4)*

Scope and Sequence

In adopting a recommended or designated scope and sequence for a subject in the required curriculum under Education Code 28.002(a) in a particular grade level, a district shall ensure sufficient time is provided for teachers to teach and students to learn the essential knowledge and skills for that subject and grade level [see DG]. *Education Code 28.0027(a)*

Coordinated Health Programs

The Texas Education Agency (TEA) shall make available to each district one or more coordinated health programs in elementary, middle, and junior high school. Each program must provide for coordinating education and services related to:

1. Physical health education, including programs designed to prevent obesity, cardiovascular disease, oral diseases, and Type 2 diabetes and programs designed to promote the role of proper nutrition;
2. Mental health education, including education about mental health conditions, mental health well-being, skills to manage emotions, establishing and maintaining positive relationships, and responsible decision-making;
3. Substance abuse education, including education about alcohol abuse, prescription drug abuse, and abuse of other controlled substances;
4. Physical education and physical activity; and
5. Parental involvement.

Education Code 38.013; 19 TAC 102.1031(a)

A district shall participate in appropriate training to implement TEA's coordinated health program and shall implement the program in each elementary, middle, and junior high school in the district. *Education Code 38.014*

Coordinated school health programs that are developed by districts and that meet TEA criteria may be approved and made available as approved programs. Districts must use materials that are proven effective, such as TEA-approved textbooks or materials developed by nationally recognized and/or government-approved entities. *19 TAC 102.1031(c)*

Physical Education

Each district shall establish specific objectives and goals the district intends to accomplish through the physical education curriculum. The physical education curriculum must be sequential, developmentally appropriate, and designed, implemented, and evaluated to enable students to develop the motor, self-management, and other skills, knowledge, attitudes, and confidence necessary to participate in physical activity throughout life.

A physical education course shall:

1. Offer students an opportunity to choose among many types of physical activity in which to participate;
2. Offer students both cooperative and competitive games; and

3. Be an enjoyable experience for students.

On a weekly basis, at least 50 percent of a physical education class shall be used for actual student physical activity and the activity shall be, to the extent practicable, at a moderate or vigorous level.

Student/Teacher Ratio

The objectives and goals shall include, to the extent practicable, student/teacher ratios [see EEB] that are small enough to enable the district to:

1. Carry out the purposes of and requirements for the physical education curriculum; and
2. Ensure the safety of students participating in physical education.

If a district establishes a student to teacher ratio greater than 45 to 1 in a physical education class, the district shall specifically identify the manner in which the safety of the students will be maintained.

Education Code 25.114, 28.002(d); 19 TAC 74.37

Classification for Physical Education

A district shall classify students for physical education on the basis of health into one of the following categories:

1. Unrestricted — not limited in activities.
2. Restricted — excludes the more vigorous activities. Restricted classification is of two types:
    a. Permanent — A member of the healing arts licensed to practice in Texas shall provide written documentation to the school as to the nature of the impairment and the expectations for physical activity for the student.
    b. Temporary — Students may be restricted from physical activity of the physical education class. A member of the healing arts licensed to practice in Texas shall provide written documentation to the school as to the nature of the temporary impairment and the expected amount of time for recovery. During recovery time, the student shall continue to learn the concepts of the lessons but shall not actively participate in the skill demonstration.
3. Adapted and remedial — specific activities prescribed or prohibited for students as directed by a member of the healing arts licensed to practice in Texas.

19 TAC 74.31

School Health Advisory Council

A board shall establish a local school health advisory council (SHAC) to assist the district in ensuring that local community values are reflected in the district's health education instruction. *Education Code 28.004(a)* [See BDF regarding composition of the SHAC and FFA regarding federal wellness requirements.]

Duties

The SHAC's duties include recommending:

1. The number of hours of instruction to be provided in:
    a. Health education in kindergarten through grade 8; and
    b. If the district requires health education for high school graduation, health education, including physical health education and mental health education, in grades 9 through 12.
2. Policies, procedures, strategies, and curriculum appropriate for specific grade levels designed to prevent physical health concerns, including obesity, cardiovascular disease, Type 2 diabetes, and mental health concerns, including suicide, through coordination of:
    a. Health education, which must address physical health concerns and mental health concerns to ensure the integration of physical health education and mental health education;
    b. Physical education and physical activity;
    c. Nutrition services;
    d. Parental involvement;
    e. Instruction on substance abuse prevention;
    f. School health services, including mental health services;
    g. A comprehensive school counseling program under Education Code 33.005 [see FFEA];
    h. A safe and healthy school environment; and
    i. School employee wellness;
3. Appropriate grade levels and methods of instruction for human sexuality instruction;
4. Strategies for integrating the curriculum components specified by item 2, above, with the following elements in a coordinated school health program:

a. School health services, including physical health services and mental health services, if provided at a campus by the district or by a third party under a contract with the district;

b. A comprehensive school counseling program under Education Code 33.005 [see FFEA];

c. A safe and healthy school environment; and

d. School employee wellness;

5. If feasible, joint use agreements or strategies for collaboration between the district and community organizations or agencies. Any agreement entered into based on a recommendation of the SHAC must address liability for the district and community organization;

6. Strategies to increase parental awareness regarding:

a. Risky behaviors and early warning signs of suicide risks and behavioral health concerns, including mental health disorders and substance use disorders; and

b. Available community programs and services that address risky behaviors, suicide risks, and behavioral health concerns.

7. Appropriate grade levels and curriculum for instruction regarding opioid addiction and abuse and methods for administering an opioid antagonist; and

8. Appropriate grade levels and curriculum for instruction regarding child abuse, family violence, dating violence, and sex trafficking, including likely warning signs that a child may be at risk for sex trafficking, provided that the local SHAC's recommendations under this provision do not conflict with the essential knowledge and skills developed by the State Board of Education.

Education Code 28.004(c), (n)

Policy Recommendations

The SHAC shall consider and make policy recommendations to the district concerning the importance of daily recess for elementary school students. The SHAC must consider research regarding unstructured and undirected play, academic and social development, and the health benefits of daily recess in making the recommendations. The SHAC shall ensure that local community values are reflected in any policy recommendation made to the district concerning the importance of daily recess for elementary school students.
Education Code 28.004(l)

The SHAC shall make policy recommendations to the district to increase parental awareness of suicide-related risk factors and warning signs and available community suicide prevention services. *Education Code 28.004(o)*

Complaints

A parent may use the grievance procedure at FNG concerning a complaint of a violation of Education Code 28.004. *Education Code 28.004(i-1)*

Human Sexuality Instruction

Definitions

"Human sexuality instruction," "instruction in human sexuality," and "instruction relating to human sexuality" include instruction in reproductive health.

"Curriculum materials" includes the curriculum, teacher training materials, and any other materials used in providing instruction.

Education Code 28.004(p)

Board Selection

The board shall determine the specific content of a district's instruction in human sexuality. *Education Code 28.004(h)*

The board shall select any instruction relating to human sexuality, sexually transmitted diseases, or human immunodeficiency virus (HIV) or acquired immune deficiency syndrome (AIDS) with the advice of the SHAC. The instruction must:

1. Present abstinence as the preferred choice of behavior for unmarried persons of school age;
2. Devote more attention to abstinence than to any other behavior;
3. Emphasize that abstinence is the only method that is 100 percent effective in preventing pregnancy, sexually transmitted diseases, infection with HIV or AIDS, and the emotional trauma associated with adolescent sexual activity;
4. Direct adolescents to a standard of behavior in which abstinence before marriage is the most effective way to prevent pregnancy, sexually transmitted diseases, and infection with HIV or AIDS; and
5. Teach contraception and condom use in terms of human use reality rates instead of theoretical laboratory rates, if instruction on contraception and condoms is included in the curriculum.

Education Code 28.004(e)

Notice to Parents

Before each school year, a district shall provide written notice to a parent of each student enrolled in the district of the board's deci-

sion regarding whether the district will provide human sexuality instruction to district students. If instruction will be provided, the notice must include:

1. A statement informing the parent of the human sexuality instruction requirements under state law;
2. A detailed description of the content of the district's human sexuality instruction and a general schedule on which the instruction will be provided;
3. A statement of the parent's right to:
    a. At the parent's discretion, review or purchase a copy of curriculum materials as provided by Education Code 28.004(j) [see EFA];
    b. Remove the student from any part of that instruction without subjecting the student to any disciplinary action, academic penalty, or other sanction imposed by the district or the student's school; and
    c. Use the grievance procedure at FNG or the appeals process under Education Code 7.057 concerning a complaint of a violation of Education Code 28.004;
4. A statement that any curriculum materials in the public domain used for the district's human sexuality instruction must be posted on the district's internet website, if the district has an internet website, and the internet website address at which the curriculum materials are located; and
5. Information describing the opportunities for parental involvement in the development of the curriculum to be used in human sexuality instruction, including information regarding the SHAC.

Education Code 28.004(i)

Parent Consent Before Instruction

Before a student may be provided with human sexuality instruction, a district must obtain the written consent of the student's parent. A request for written consent may not be included with any other notification or request for written consent provided to the parent, other than the notice provided under Education Code 28.004(i), described above, and must be provided to the parent not later than the 14th day before the date on which the human sexuality instruction begins. The requirements in this paragraph expire August 1, 2024. *Education Code 28.004(i-2)–(i-3)*

Condoms

A district may not distribute condoms in connection with instruction relating to human sexuality. *Education Code 28.004(f)*

Separate Classes

If a district provides human sexuality instruction, it may separate students according to sex for instructional purposes. *Education Code 28.004(g)* [See FB regarding single-sex classes under Title IX.]

Adoption of Instructional Materials

The board shall adopt a policy establishing a process for the adoption of curriculum materials for the district's human sexuality instruction. The policy must require:

1. The board to adopt a resolution convening the local SHAC for the purpose of making recommendations regarding the curriculum materials;
2. The local SHAC to:
    a. After the board's adoption of the resolution, hold at least two public meetings [see BDF] on the curriculum materials before adopting recommendations; and
    b. Provide the adopted recommendations to the board at a public meeting of the board; and
3. The board, after receipt of the local SHAC's recommendations under item 2, above, to take action on the adoption of the recommendations by a record vote at a public meeting.

Before adopting curriculum materials for the district's human sexuality instruction, the board shall ensure that the curriculum materials are:

1. Based on the advice of the local SHAC;
2. Suitable for the subject and grade level for which the curriculum materials are intended; and
3. Reviewed by academic experts in the subject and grade level for which the curriculum materials are intended.

Education Code 28.004(e)–(e-1), (e-3)

Abuse Prevention Instruction

Any course materials relating to the prevention of child abuse, family violence, dating violence, and sex trafficking shall be selected by the board with the advice of the local SHAC.

Adoption of Instructional Materials

The board shall adopt a policy establishing a process for the adoption of curriculum materials for the district's instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking. The policy must require:

1. The board to adopt a resolution convening the SHAC for the purpose of making recommendations regarding the curriculum materials;

2. The SHAC to:

    a. After the board's adoption of the resolution, hold at least two public meetings [see BDF] on the curriculum materials before adopting recommendations; and

    b. Provide the adopted recommendations to the board at a public meeting of the board; and

3. The board, after receipt of the SHAC's recommendations, to take action on the adoption of the recommendations by a record vote at a public meeting.

Board Selection

Before adopting curriculum materials for the district's instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking, the board shall ensure that the curriculum materials are:

1. Based on the advice of the local SHAC;

2. Suitable for the subject and grade level for which the curriculum materials are intended; and

3. Reviewed by academic experts in the subject and grade level for which the curriculum materials are intended.

The board shall determine the specific content of the district's instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking, including the essential knowledge and skills addressing these topics developed by the State Board of Education.

Education Code 28.004(q)–(q-1), (q-3)–(q-4)

Notice to Parents

Before each school year, a district shall provide written notice to a parent of each student enrolled in the district of the board's decision regarding whether the district will provide instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking to district students. If instruction will be provided. The notice must include:

1. A statement informing the parent of the requirements under state law regarding instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking;

2. A detailed description of the content of the district's instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking;

3. A statement of the parent's right to:

a. At the parent's discretion, review or purchase a copy of curriculum materials [see below at Availability of Instructional Materials];

b. Remove the student from any part of the district's instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking without subjecting the student to any disciplinary action, academic penalty, or other sanction imposed by the district or the student's school; and

c. Use the grievance procedure at FNG or the appeals process under Education Code 7.057 concerning a complaint of a violation of Education Code 28.004;

4. A statement that any curriculum materials in the public domain used for the district's instruction regarding the prevention of child abuse, family violence, dating violence, and sex trafficking must be posted on the district's internet website address at which the curriculum materials are located; and

5. Information describing the opportunities for parental involvement in the development of the curriculum to be used in instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking, including information regarding the local SHAC.

Parent Consent Before Instruction

Before a student may be provided with instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking, a district must obtain the written consent of the student's parent. A request for written consent:

1. May not be included with any other notification or request for written consent provided to the parent, other than the notice described above; and

2. Must be provided to the parent not later than the 14th day before the date on which the instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking begins.

Education Code 28.004(q-5)–(q-6)

Availability of Materials for Human Sexuality Instruction and Abuse Prevention Instruction

Curriculum materials proposed to be adopted for the district's human sexuality instruction or instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking must be made available as provided below, except copyrighted materials must be provided as described by items (2)(a) or (2)(c), as applicable.

A district shall make all curriculum materials used in human sexuality instruction or instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking available by:

1. For curriculum materials in the public domain:

    a. Providing a copy of the curriculum materials by mail or email to a parent of a student enrolled in the district on the parent's request; and

    b. Posting the curriculum materials on the district's internet website, if the district has an internet website; and

2. For copyrighted curriculum materials, allowing a parent of a student enrolled in the district to:

    a. Review the curriculum materials at the student's campus at any time during regular business hours;

    b. Purchase a copy of the curriculum materials from the publisher as provided by the district's purchase agreement for the curriculum materials; or

    c. Review the curriculum materials online through a secure electronic account in a manner that prevents the curriculum materials from being copied and that otherwise complies with copyright law.

For purchase agreements entered into, amended, or renewed on or after September 1, 2021, if a district purchases from a publisher copyrighted curriculum materials for use in the district's human sexuality instruction, the district shall ensure that the purchase agreement provides for a means by which a parent of a student enrolled in the district may purchase a copy of the curriculum materials from the publisher at a price that does not exceed the price per unit paid by the district for the curriculum materials.

If a district purchases from a publisher copyrighted curriculum materials for use in the district's instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking, the district shall ensure that the purchase agreement provides for a means by which a parent of a student enrolled in the district may purchase a copy of the curriculum materials from the publisher at a price that does not exceed the price per unit paid by the district for the curriculum materials.

Education Code 28.004(e-2), (j)–(j-2), (q-2)

Character Education

A district must adopt a character education program that includes the following positive character education traits and personal skills:

1. Courage;
2. Trustworthiness, including honesty, reliability, punctuality, and loyalty;
3. Integrity;
4. Respect and courtesy;
5. Responsibility, including accountability, diligence, perseverance, self-management skills, and self-control;
6. Fairness, including justice and freedom from prejudice;
7. Caring, including kindness, empathy, compassion, consideration, patience, generosity, charity, and interpersonal skills;
8. Good citizenship, including patriotism, concern for the common good and the community, responsible decision-making skills, and respect for authority and the law;
9. School pride; and
10. Gratitude.

In developing or selecting a character education program under Education Code 29.906, a district shall consult with a committee selected by the district that consists of parents of district students, educators, and other members of the community, including community leaders.

The provisions above do not require or authorize proselytizing or indoctrinating concerning any specific religious or political belief.

Education Code 29.906

Essential Knowledge and Skills

A district that offers kindergarten through grade 5 must provide instruction in the required curriculum as specified in 19 Administrative Code 74.1 (Essential Knowledge and Skills).

A district shall ensure that sufficient time is provided for teachers to teach and students to learn English language arts, mathematics, science, social studies, fine arts, health, physical education, technology applications, and to the extent possible, languages other than English.

19 TAC 74.2

Daily Physical Activity

A district shall require students in kindergarten through grade 5 to participate in moderate or vigorous daily physical activity for at least 30 minutes throughout the school year, as part of the district's physical education program or through structured activity during a campus's daily recess.

If a district determines, for any particular grade level, that requiring moderate or vigorous daily physical activity is impractical due to scheduling concerns or other factors, the district may as an alternative require a student in that grade level to participate in moderate or vigorous physical activity for at least 135 minutes during each school week.

A district must provide an exemption for a student who is unable to participate in the required physical activity because of illness or disability.

Education Code 28.002(l)

Grade 6 Fine Arts

A district that provides instruction for grade 6 in a self-contained elementary class as part of elementary school shall provide instruction for students in grade 6 in all of the Middle School 1 TEKS for art, dance, music, and theatre as specified in 19 Administrative Code Chapter 117. *Education Code 28.002(c-1); 19 TAC 74.2(b)*

Kindergarten–Grade 3 Reading Program

Each district shall adopt a phonics curriculum for kindergarten–grade 3 in accordance with 19 Administrative Code 74.2001. A phonics program that does not meet all criteria in 19 Administrative Code 74.2001(b)(1) may be used by a district if the program has a strong evidence base and is used in conjunction with a phonics program that meets all criteria. *19 TAC 74.2001; Education Code 28.0062(a)(1)*

A district shall certify to the Texas Education Agency (TEA) that the district prioritizes placement of highly effective teachers in kindergarten through second grade and has integrated reading instruments used to diagnose reading development and comprehension

to support each student in prekindergarten through third grade. *Education Code 28.0062(a)(3)* [See DMA for early literacy personnel requirements]

Courses in the foundation and enrichment curriculum in grades 6–12 must be provided in a manner that allows all grade promotion and high school graduation requirements to be met in a timely manner. A district is not required to offer a specific course in the foundation and enrichment curriculum except as specified in 19 Administrative Code 74.3. *19 TAC 74.3(c)*

Grades 6–8

A district that offers grades 6–8 must provide instruction in the required curriculum as specified in 19 Administrative Code 74.1, relating to essential knowledge and skills. A district must ensure that sufficient time is provided for teachers to teach and for students to learn English language arts, mathematics, science, social studies, at least one of the four disciplines in fine arts (art, dance, music, theatre), health, physical education, technology applications, and to the extent possible, languages other than English. The school district may provide instruction in a variety of arrangements and settings, including mixed-age programs designed to permit flexible learning arrangements for developmentally appropriate instruction for all student populations to support student attainment of course and grade level standards. *19 TAC 74.3(a)(1)*

Physical Activity Requirements

A district shall require students in grades 6–8 to participate in moderate or vigorous daily physical activity for at least 30 minutes for at least four semesters during those grade levels as part of the district's physical education curriculum.

A district may as an alternative require a student enrolled in a grade level for which the district uses block scheduling to participate in moderate or vigorous physical activity for at least 225 minutes during each period of two school weeks.

Exemptions

A district must provide an exemption for:

1. A student who is unable to participate in the required physical activity because of illness or disability; and
2. A student who participates in an extracurricular activity with a moderate or vigorous physical activity component that is considered a structured activity and meets the requirements for extracurricular activity as defined at 19 Administrative Code 76.1001.

A district may allow an exemption for a student on a middle or junior high school campus participating in a school-related activity or an activity sponsored by a private league or club only if that activity meets each of the following requirements:

1. The activity must be structured;
2. The board must certify the activity; and

3. The student must provide proof of participation in the activity.

A "structured activity" is an activity that meets, at a minimum, each of the following requirements:

1. The activity is based on the grade appropriate movement, physical activity and health, and social development strands of the essential knowledge and skills for physical education specified in 19 Administrative Code Chapter 116; and

2. The activity is organized and monitored by school personnel or by appropriately trained instructors who are part of a program that has been certified by the board.

Education Code 28.002(l)–(l-1); 19 TAC 103.1003

Fine Arts Requirement

The school district must ensure that, beginning with students who enter grade 6 in the 2010–11 school year, each student completes one Texas Essential Knowledge and Skills-based fine arts course in grade 6, grade 7, or grade 8. *Education Code 28.002(c-1); 19 TAC 74.3(a)(2)*

A district shall offer and maintain evidence that students have the opportunity to take courses in at least three of the four disciplines in fine arts. The requirement to offer three of the four disciplines in fine arts may be reduced to two by the commissioner of education upon application of a school district with a total middle school enrollment of less than 250 students. *19 TAC 74.3(a)(3)*

Instruction in High School, College, and Career Preparation

Each district shall provide instruction to students in grade 7 or 8 in preparing for high school, college, and a career. The instruction must include information regarding:

1. The creation of a high school personal graduation plan under Education Code 28.02121;

2. The distinguished level of achievement described by Education Code 28.025(b-15);

3. Each endorsement described by Education Code 28.025(c-1);

4. College readiness standards; and

5. Potential career choices and the education needed to enter those careers.

A district may provide the instruction as part of an existing course in the required curriculum; provide the instruction as part of an existing career and technology course designated by the State Board

of Education (SBOE) as appropriate for that purpose; or establish a new elective course through which to provide the instruction.

Education Code 28.016

High School Courses at Earlier Grades

A district may offer courses designated for grades 9–12 in earlier grade levels. *19 TAC 74.26(b)*

Grades 9–12 Course Offerings

A district that offers grades 9–12 shall provide instruction in the required curriculum as specified in 19 Administrative Code 74.1. A district shall ensure that sufficient time is provided for teachers to teach and for students to learn the subjects in the required curriculum. *19 TAC 74.3(b)(1)*

A district shall offer the courses listed below in grades 9–12 and shall maintain evidence that students have the opportunity to take these courses:

1. English language arts — English I, II, III, IV, and at least one additional advanced English course.
2. Mathematics — Algebra I, Algebra II, Geometry, Precalculus, and Mathematical Models with Applications.
3. Science — Integrated Physics and Chemistry, Biology, Chemistry, Physics, and at least two additional science courses selected from Aquatic Science, Astronomy, Earth and Space Science, Environmental Systems, Advanced Animal Science, Advanced Biotechnology, Advanced Plant and Soil Science, Anatomy and Physiology, Engineering Design and Problem Solving, Food Science, Forensic Science, Medical Microbiology, Pathophysiology, Scientific Research and Design, and Principles of Engineering.
    a. The requirement to offer two additional courses may be reduced to one by the commissioner upon application of a district with a total high school enrollment of less than 500 students.
    b. Science courses shall include at least 40 percent hands-on laboratory investigations and field work using appropriate scientific inquiry.
4. Social studies — United States History Studies Since 1877, World History Studies, United States Government, World Geography Studies, Personal Financial Literacy, Economics with Emphasis on the Free Enterprise System and Its Benefits, and Personal Financial Literacy and Economics. The requirement to offer both Economics with Emphasis on the Free En-

terprise System and Its Benefits and Personal Financial Literacy and Economics may be reduced to one by the commissioner upon application of a district with a total high school enrollment of less than 500 students.

5. Physical education — at least two courses selected from:
    a. Lifetime Fitness and Wellness Pursuits;
    b. Lifetime Recreation and Outdoor Pursuits; or
    c. Skill-Based Lifetime Activities.
6. Fine arts — courses selected from at least two of the four fine arts areas (art, music, theatre, and dance) as follows:
    a. Art I, II, III, IV;
    b. Music I, II, III, IV;
    c. Theatre I, II, III, IV; or
    d. Dance I, II, III, IV.
7. Career and technical education [see EEL] — three or more career and technical education courses for four or more credits with at least one advanced course aligned with a specified number of Texas Education Agency (TEA)-designated programs of study determined by enrollment as follows:
    a. One program of study for a district with fewer than 500 students enrolled in high school;
    b. Two programs of study for a district with 501–1,000 students enrolled in high school;
    c. Three programs of study for a district with 1,001–2,000 students enrolled in high school;
    d. Four programs of study for a district with 1,001–5,000 students enrolled in high school;
    e. Five programs of study for a district with 5,001–10,000 students enrolled in high school; and
    f. Six programs of study for a district with more than 10,000 students enrolled in high school.
8. Languages other than English — Levels I, II, and III or higher of the same language.
9. Computer science — one course selected from Fundamentals of Computer Science, Computer Science I, or Advanced Placement (AP) Computer Science Principles.

10. Speech — Communication Applications.

19 TAC 74.3(b)(2)

A district must provide each student the opportunity each year to select courses in which he or she intends to participate from a list that includes all courses listed above. If a district will not offer all required courses every year, but intends to offer particular courses only every other year, it must notify all enrolled students of that fact.

A district shall teach any course a student is specifically required to take for high school graduation at least once in any two consecutive school years. For a subject that has an end-of-course assessment, a district shall either teach the course every year or use alternate delivery systems, as described in 19 Administrative Code Chapter 74, Subchapter C, to enable students to earn credit for the course and shall maintain evidence thereof.

19 TAC 74.3(b)(4)

A district may offer additional courses from the complete list of courses approved by the SBOE to satisfy graduation requirements. *19 TAC 74.3(b)(3)*

A district may allow a student to enroll concurrently in Algebra I and geometry. *Education Code 28.025(b-6)*

Personal Financial Literacy

Each district shall provide an elective course in personal financial literacy that meets the requirements for a one-half elective credit, using materials approved by the SBOE. The instruction in personal financial literacy must include instruction on completing the application for federal student aid provided by the Department of Education. In fulfilling the requirement to provide financial literacy instruction, a district may use an existing state, federal, private, or nonprofit program that provides students without charge the described instruction. *Education Code 28.0021(b)*

Applied Courses

A school district may offer the foundation curriculum in an applied manner. The courses delivered in an applied manner must cover the essential knowledge and skills, and the student shall be administered the applicable end-of-course assessment instrument. *Education Code 28.025(b-4)*

Research Writing Component

For students entering grade 9 beginning with the 2007–08 school year, districts must ensure that one or more courses offered in the required curriculum for the Recommended and Advanced/ Distinguished Achievement High School Programs include a research writing component. *19 TAC 74.3(b)(5)*

Parenting Awareness Program

A district shall use the parenting and paternity awareness program developed by the SBOE in its high school health curriculum.

High School

Middle and Junior High School

A district may use the program in the district's middle or junior high school curriculum.

Program Requirements

Implementation of this requirement shall comply with the requirement that the board establish a local school health advisory council to assist the district in ensuring that local community values are reflected in the district's health education instruction.

A district may add elements at its discretion but must include the following areas of instruction:

1. Parenting skills and responsibilities, including child support;
2. Relationship skills, including money management, communication, and marriage preparation; and
3. Skills relating to the prevention of family violence, only if the district's middle, junior high, or high schools do not have a family violence program.

At the discretion of the district, a teacher may modify the suggested sequence and pace of the program at any grade level.

Local Programs and Materials

A district may develop or adopt research-based programs and curriculum materials for use in conjunction with the program developed by the SBOE. The programs and curriculum materials may provide instruction in:

1. Child development;
2. Parenting skills, including child abuse and neglect prevention; and
3. Assertiveness skills to prevent teenage pregnancy, abusive relationships, and family violence.

Parent Permission

A student under 14 years of age may not participate in the program without the permission of the student's parent or person standing in parental relation to the student.

Education Code 28.002(p); 19 TAC 74.35(a)

Alcohol Awareness Instruction

A district shall incorporate instruction in the dangers, causes, consequences, signs, symptoms, and treatment of binge drinking and alcohol poisoning into any course meeting a requirement for a health education credit.

A district shall choose an evidence-based alcohol awareness program to use in the district's middle school, junior high school, and

high school health curriculum from a list of programs approved by the commissioner for this purpose.

"Evidence-based alcohol awareness program" means a program, practice, or strategy that has been proven to effectively prevent or delay alcohol use among students, as determined by evaluations that use valid and reliable measures and that are published in peer-reviewed journals.

Education Code 28.002(r); 19 TAC 74.35(b)

CPR Instruction

For all students who entered grade 7 in the 2010–11 school year and thereafter, a district shall provide instruction to students in grades 7–12 in cardiopulmonary resuscitation (CPR). The instruction may be provided as a part of any course. A student shall receive the instruction at least once before graduation from high school.

CPR instruction must include training that has been developed by the American Heart Association or the American Red Cross or using nationally recognized, evidence-based guidelines for emergency cardiovascular care and incorporating psychomotor skills to support the instruction.

A district may use emergency medical technicians, paramedics, police officers, firefighters, representatives of the American Heart Association or the American Red Cross, teachers, other school employees, or other similarly qualified individuals to provide instruction and training. Instruction is not required to result in CPR certification. If instruction is intended to result in certification, the course instructor must be authorized to provide the instruction by the American Heart Association, the American Red Cross, or a similar nationally recognized association; otherwise, an instructor is not required to be certified in CPR.

Waivers for Students with Disabilities

A district may waive this requirement for a student who, due to a disability, is unable to complete the instruction. The determination regarding a student's ability to complete the CPR requirement must be made by:

1. The student's admission, review, and dismissal (ARD) committee if the student receives special education services under Education Code Chapter 29, Subchapter A; or
2. The committee established for the student under Section 504, if the student does not receive special education services, but is covered by Section 504.

Education Code 28.0023 (c)–(e), (g); 19 TAC 74.38

Donations

A district may accept from TEA donations the agency receives under Education Code 7.026 for use in providing instruction to students in the principles and techniques of CPR. A district may accept other donations, including donations of equipment, for use in providing CPR instruction. *Education Code 29.903*

Proper Interaction with a Peace Officer

For any student entering grade 9 in the 2018–19 school year and thereafter, a district shall provide instruction in one or more courses to students in grades 9–12 on proper interaction with peace officers during traffic stops and other in-person encounters. The required instruction may be provided as part of any course or courses and must be provided to each student at least once before graduation from high school.

The instruction must include all the information required by 19 Administrative Code 74.39(b). A district shall use materials developed through a memorandum of understanding among the Texas Commission on Law Enforcement, the SBOE, and TEA. A district may tailor the instruction developed under this section as appropriate for the district's community. In tailoring the instruction, the district shall solicit input from local law enforcement agencies, driver training schools, and the community.

A district shall clearly indicate on the transcript or academic achievement record the year in which the instruction was provided to the student.

19 TAC 74.39; Education Code 28.012

Admission, Review, and Dismissal Committee

Each district must establish an admission, review, and dismissal (ARD) committee for each eligible student with a disability and for each student for whom a full individual and initial evaluation is conducted. The ARD committee is the individualized education program (IEP) team defined in federal law and regulations, including 34 C.F.R. 300.321.

The district is responsible for all of the functions for which the IEP team is responsible under federal law and regulations and for which the ARD committee is responsible under state law, including the responsibilities listed at 19 Administrative Code 89.1050.

19 TAC 89.1050(a); 34 C.F.R. 300.116(a), .321(a)

Committee Members

A district shall ensure that each ARD committee meeting includes all of the following:

1. The parents of a student with a disability;
2. At least one regular education teacher of the student (if the student is, or may be, participating in the regular education environment);
3. At least one special education teacher or, if appropriate, at least one special education provider of the student;
4. A representative of the district who:
    a. Is qualified to provide or supervise the provision of specially designed instruction to meet the unique needs of students with disabilities;
    b. Is knowledgeable about the general education curriculum; and
    c. Is knowledgeable about the availability of resources of the district;
5. Other individuals who have knowledge or special expertise regarding the student at the discretion of the district or the parent;
6. An individual who can interpret the instructional implications of evaluation results, who may be a member of the ARD committee described in items 2–5;
7. The student, if appropriate;
8. For a student who is suspected to be deaf or hard of hearing, a teacher who is certified in the education of students who are deaf or hard of hearing;

9. For a student with a suspected or documented visual impairment, a teacher who is certified in the education of students with visual impairments;

10. For a student with suspected or documented deaf-blindness, a teacher who is certified in the education of students with visual impairments and a teacher who is certified in the education of students who are deaf or hard of hearing;

11. For a student with limited English proficiency, a member of the language-proficiency assessment committee (LPAC), who may also be a member as described at items 2 or 3;

12. A representative of any participating agency likely to be responsible for providing transition services for a student, as appropriate, and with the consent of the student's parents or a student who has reached the age of majority; and

13. When considering initial or continued placement of a student in a career and technical education program, a representative from career and technical education, preferably the teacher.

The special education teacher or special education provider that participates in the ARD committee meeting must be appropriately certified or licensed as required by 34 C.F.R. 300.18 and 300.156.

19 TAC 75.1023(d)(1), 89.1050(c); 20 U.S.C. 1414(d)(1)(B); 34 C.F.R. 300.321;

A district member of the ARD committee shall not be required to attend an IEP meeting, in whole or in part, if the parent and the district agree in writing that the attendance is not necessary because the member's area of the curriculum or related services is not being modified or discussed during the meeting.

A district member of the ARD committee may be excused from attending an IEP meeting, in whole or in part, when the meeting involves a modification to or discussion of the member's area of curriculum or related services if the parent, in writing, and the district consent to the excusal and the member submits, in writing, to the parent and the ARD committee, input into the development of the IEP before the meeting.

20 U.S.C. 1414(d)(1)(C); 34 C.F.R. 300.321(e)

Regular Education Teacher

If an ARD committee is required to include a regular education teacher, the regular education teacher must, to the extent practicable, be a teacher who is responsible for implementing a portion of the child's IEP. *Education Code 29.005(a)*

Parent Involvement

A district shall take steps to ensure that one or both parents of a student with a disability are present at each ARD committee meeting or are afforded an opportunity to participate, including:

1. Notifying the parents of the meeting early enough to ensure that they will have an opportunity to attend (the notice shall include the purpose, time, and location of the meeting, who will be in attendance, that persons with knowledge or special expertise may be invited by either the parent or the district, and that the Part C service coordinator or other representatives of the Part C system may be invited to the initial meeting for a child previously served under a Part C early childhood intervention program); and
2. Scheduling the meeting at a mutually agreed on time and place.

If the purpose of the meeting is to consider transition services, the notice must also indicate this purpose, indicate that the district will invite the student, and identify any other agency that will be invited to send a representative.

34 C.F.R. 300.322(a)–(b); 19 TAC 89.1050(d)

Alternative Means of Meeting Participation

If neither parent can attend an ARD meeting, the district must allow other methods of participation, such as through telephone calls or video conferencing. *20 U.S.C. 1414(f); 34 C.F.R. 300.322(c); 19 TAC 89.1050(d)*

An ARD meeting may be conducted without a parent in attendance if a district is unable to convince the parents that they should attend, but the district shall have a record of its attempts to arrange a mutually agreed on time and place, such as detailed records of telephone calls, correspondence, or visits made or attempted and the results of any of those actions. *34 C.F.R. 300.322(d)*

Meetings

A district shall initiate and conduct ARD committee meetings for the purpose of developing, reviewing, and revising the IEP of a child with a disability. The committee shall review each child's IEP periodically, and, if appropriate, revise the IEP. A meeting must be held for this purpose at least once a year. The ARD committee must also determine the child's placement once a year.

A "meeting" does not include informal or unscheduled conversations involving district personnel and conversations on issues such as teaching methodology, lesson plans, or coordination of service provisions if those issues are not addressed in the child's IEP. A "meeting" also does not include preparatory activities that district

personnel engage in to develop a proposal or response to a parent proposal that will be discussed at a later meeting.

20 U.S.C. 1414(d)(4); 34 C.F.R. 300.116(b)(1), .324(b), (c)(1), .501(b)(3)

Meeting at Parent's Request

Upon receipt of a written request for an ARD committee meeting from a parent, the school district must schedule and convene a meeting in accordance with the procedures in 19 Administrative Code 89.1050(d) or within five school days, provide the parent with written notice explaining why the district refuses to convene a meeting. *19 TAC 89.1050(e)*

Written Notice

If a parent is unable to speak English, a district must provide the parent with a written notice regarding the ARD committee meeting required under 19 Administrative Code 89.1050(d) (notice for purposes of scheduling) or (e)(2) (notice explaining why the district refuses to convene a meeting) in the parent's native language, unless it is clearly not feasible to do so. If the parent's native language is not a written language, the school district must take steps to ensure that the notice is translated orally or by other means to the parent in his or her native language or other mode of communication so that the parent understands the content of the notice. *19 TAC 89.1050(f)*

Transfer Students

In-State Transfers

When a student transfers to a new district within the state in the same school year and the parents verify that the student was receiving special education services in the previous district or the previous district verifies in writing or by telephone that the student was receiving special education services, the new school district must meet the requirements of 34 C.F.R. 300.323(e) regarding the provision of special education services. The timeline for completing the requirements outlined in 34 C.F.R. 300.323(e)(1) or (2) is 30 school days from the date the student is verified as being a student eligible for special education services.

Transfers from Another State

When a student transfers from a district in another state in the same school year and the parents verify that the student was receiving special education services in the previous district or the previous district verifies in writing or by telephone that the student was receiving special education services, the new district must meet the requirements of 34 C.F.R. 300.323(f) regarding the provision of special education services. If the new district determines that an evaluation is necessary, the evaluation is considered a full individual and initial evaluation and must be completed within the timelines established by 19 Administrative Code 89.1011(c) and (e). The timeline for completing the requirements in 34 C.F.R. 300.323(f)(2), if appropriate, is 30 calendar days from the date of

the completion of the evaluation report. If the school district determines that an evaluation is not necessary, the timeline for completing the requirements outlined in 34 C.F.R. 300.323(f)(2) is 30 school days from the date the student is verified as being a student eligible for special education services.

A student with a disability who has an IEP in place from a previous in- or out-of-state district and who enrolls in a new district during the summer is not considered a transfer student for the purposes of this provision or for 34 C.F.R. 300.323(e) or (f). For these students, the new district must implement the IEP from the previous district in full on the first day of class of the new school year or must convene an ARD committee meeting during the summer to revise the student's IEP for implementation on the first day of class of the new school year.

19 TAC 89.1050(j)

Transfer of Records

The district in which the child enrolls shall take reasonable steps to promptly obtain the child's records, including the IEP and supporting documents and any other records relating to the provision of special education or related services to the child, from the previous district.

The previous district shall take reasonable steps to promptly respond to the request from the new district and must furnish the new school district with a copy of the student's records, including the student's special education records, not later than the tenth working day after the date a request for the information is received by the previous school district.

20 U.S.C. 1414(d)(2)(C)(ii); 34 C.F.R. 300.323(g); 19 TAC 89.1050(j)(3)

Students Who Are Homeless or in Substitute Care

When a student who is homeless or in substitute care transfers into a district after being referred by a previous district for a special education evaluation, the receiving district must accept the referral and ensure that any written report of a full individual and initial evaluation must be completed in accordance with the timelines established in 19 Administrative Code 89.1011 (relating to Full Individual and Initial Evaluation).

When a student who is already eligible for special education and is homeless or in substitute care transfers into a district during the school year, the receiving district must ensure that it meets the student transfer requirements of 19 Administrative Code 89.1050(j) (relating to the Admission, Review, and Dismissal Committee).

19 TAC 89.1615

Military Dependents

A district shall initially provide comparable services to a military student with disabilities based on his or her current IEP. This does not preclude the district from performing subsequent evaluations to ensure appropriate placement of the student. *Education Code 162.002 art. V, C* [See FDD]

Individualized Education Program

A district shall develop, review, and revise an IEP for each child with a disability. *20 U.S.C. 1412(a)(4); 34 C.F.R. 300.320(a)*

At the beginning of each school year, a district shall have in effect, for each child with a disability in its jurisdiction, an IEP. *20 U.S.C. 1414(d)(2)(A); 34 C.F.R. 300.323(a)*

The term "individualized education program" means a written statement for each student with a disability that documents the decisions of the ARD committee with respect to issues discussed at each committee meeting and includes:

1. A statement of the student's present levels of academic achievement and functional performance;
2. A statement of measurable annual goals, including academic and functional goals;
3. A description of how the student's progress toward the annual goals will be measured and when periodic reports on the progress of the student will be provided;
4. A statement of the specific special education and related services and supplementary aids and services, based on peer-reviewed research to the extent practicable, to be provided to the student;
5. A statement of the program modifications or supports for school personnel that will be provided for the student;
6. An explanation of the extent, if any, to which the student will not participate with nondisabled students in the regular class and in extracurricular and nonacademic activities;
7. The projected dates for initiation of services and modifications and the anticipated frequency, location, and duration of these services and modifications;
8. A statement of any individual appropriate and allowable accommodations that are necessary to measure the academic achievement and functional performance of the student on state or district-wide assessments;
9. If the ARD committee determines that the student must take an alternative assessment instead of a particular regular state

or district-wide assessment, a statement of why the student cannot participate in the regular assessment and why the particular assessment selected is appropriate for the student;

10. If the ARD committee determines that a student is in need of extended school year (ESY) services, identification of the goals and objectives that will be addressed during ESY services;

11. Beginning not later than when a student reaches 14 years of age and updated annually thereafter, the ARD committee's consideration and decisions regarding the transition issues under 19 Administrative Code 89.1055(h) [see EHBAD];

12. Beginning not later than the first IEP to be in effect when the student is 16, or younger if determined appropriate by the ARD committee, and updated annually thereafter, a statement of appropriate measurable postsecondary goals and transition services needed to assist the student in reaching those goals [see EHBAD];

13. Beginning not later than one year before the student reaches the age of 17, a statement that the student has been informed of the rights that will transfer to the student upon reaching the age of majority;

14. The date of the meeting;

15. The name, position, and signature of each member participating in the meeting; and

16. An indication of whether the child's parents, the adult student, if applicable, and the administrator agreed or disagreed with the decisions of the ARD committee.

20 U.S.C. 1414(d); 34 C.F.R. 300.320; Education Code 29.005(b-1), .011; 19 TAC 89.1055

The written statement of a student's IEP may be required to include only information included in the model form developed by the Texas Education Agency (TEA) under Education Code 29.0051(a) and posted on the TEA website. A district may use the model form to comply with the requirements for an IEP under 20 U.S.C. 1414(d). *Education Code 29.005(f), .0051*

IEP Supplement

For each child who was enrolled in a district's special education program during the 2019–20 school year or the 2020–21 school year, the district shall prepare a supplement to be included with the written statement of the IEP. For more information about the re-

quired supplement, see Education Code 29.0052 and the commissioner rules, when adopted. This requirement expires September 1, 2023. *Education Code 29.0052*

Supplemental Special Education Services

The ARD committee of a student approved for participation in the supplemental special education services and instructional materials program shall provide to the student's parent at an ARD committee meeting for the student:

1. Information regarding the types of supplemental special education services available under the program and provided by agency-approved providers for which an account maintained under Education Code 29.042(b) for the student may be used; and

2. Instructions regarding accessing the account.

The supplemental special education services and instructional materials program (SSES) expires September 1, 2024.

Education Code 29.048

A district shall notify parents and guardians of students served by special education of the SSES program and how to apply.

A student's ARD committee may not consider a student's current or anticipated eligibility for any supplemental special education instructional materials or services that may be provided under the SSES program when developing or revising a student's IEP, when determining a student's educational setting, or in the provision of a free appropriate public education.

19 TAC 102.1601(i)-(j)

Behavioral Intervention Plan

The ARD committee may determine that a behavior improvement plan or a behavioral intervention plan is appropriate for a student for whom the committee has developed an IEP. *Education Code 29.005(g)*

If the committee makes that determination, the behavior improvement plan or behavioral intervention plan shall be included as part of the student's IEP and provided to each teacher with responsibility for educating the student.

If a behavior improvement plan or a behavioral intervention plan is included as part of a student's IEP, the ARD committee shall review the plan at least annually, and more frequently if appropriate, to address:

1. Changes in a student's circumstances that may impact the student's behavior, such as:

a. The placement of the student in a different educational setting;

b. An increase or persistence in disciplinary actions taken regarding the student for similar types of behavioral incidents;

c. A pattern of unexcused absences; or

d. An unauthorized, unsupervised departure from an educational setting; or

2. The safety of the student or others.

19 TAC 89.1055(g); Education Code 29.005(h)

Translation of IEP into Native Language

If the parent is unable to speak English and Spanish is the parent's native language, a district shall provide a written or audiotaped copy of the student's IEP translated into Spanish. If the parent's native language is other than Spanish or English, a district shall make a good faith effort to provide a written or audiotaped copy of the student's IEP translated into the parent's native language. *Education Code 29.005(d)*

A written copy of the student's IEP translated into Spanish or the parent's native language means that all of the text in the student's IEP in English is accurately translated into the target language in written form. The IEP translated into the target language must be a comparable rendition of the IEP in English and not a partial translation or summary of the IEP in English.

An audio recording of the student's IEP translated into Spanish or the parent's native language means that all of the content in the student's IEP in English is orally translated into the target language and recorded with an audio device. A district is not prohibited from providing the parent with an audio recording of an ARD committee meeting at which the parent was assisted by an interpreter as long as the audio recording provided to the parent contains an oral translation into the target language of all of the content in the student's IEP in English.

If a parent's native language is not a written language, the district must take steps to ensure that the student's IEP is translated orally or by other means to the parent in his or her native language or other mode of communication.

Under 34 C.F.R. 300.322(f), a district must give a parent a written copy of the student's IEP at no cost to the parent. A school district meets this requirement by providing a parent with a written copy of the student's IEP in English or by providing a parent with a written

translation of the student's IEP in the parent's native language as provided above.

19 TAC 89.1050(i)

Autism/Pervasive Developmental Disorder

For students with autism/pervasive developmental disorders, the following strategies shall be considered by the ARD committee, based on peer-reviewed, research-based educational programming practices to the extent practicable and, when needed, addressed in the IEP:

1. Extended educational programming;
2. Daily schedules reflecting minimal unstructured time and active engagement in learning activities;
3. In-home training and community-based training or viable alternatives that assist the student with the acquisition of social/behavioral skills;
4. Positive behavior support strategies based on relevant information;
5. Beginning at any age, futures planning for integrated living, work, community, and educational environments that considers skills necessary to function in current and postsecondary environments;
6. Parent/family training and support, provided by qualified personnel with experience in Autism Spectrum Disorders (ASD);
7. Suitable staff-to-student ratio appropriate to identified activities and as needed to achieve social/behavioral progress based on the student's developmental and learning level (acquisition, fluency, maintenance, generalization) that encourages work towards individual independence;
8. Communication interventions, including language forms and functions that enhance effective communication across settings;
9. Social skills supports and strategies based on social skills assessment/curriculum and provided across settings;
10. Professional educator/staff support; and
11. Teaching strategies based on peer-reviewed, research-based practices for students with ASD.

If the ARD committee determines that services are not needed in one or more of the areas in 1–11 above, the IEP shall include a

statement reflecting that decision and the basis upon which the determination was made.

19 TAC 89.1055(e)–(f)

Visual Impairment

If a district provides special education services to students with visual impairments, it shall have written procedures as required in Education Code 30.002(c)(10) (staff access to resources). *19 TAC 89.1075(b)*

Collaborative Process

All members of the ARD committee shall have the opportunity to participate in a collaborative manner in developing the IEP. Decisions of the ARD committee concerning the required elements of the IEP shall be made by mutual agreement, if possible. The ARD committee may agree to an annual IEP or an IEP of shorter duration.

Ten-Day Recess

When mutual agreement about all required elements of the IEP is not achieved, the parent who disagrees must be offered a single opportunity to recess and reconvene the ARD committee meeting. The period of time for reconvening the ARD committee meeting must not exceed ten school days, unless the parties mutually agree otherwise. The ARD committee must schedule the reconvened meeting at a mutually agreed upon time and place. The opportunity to recess and reconvene is not required when:

1. The student's presence on campus represents a danger of physical harm to the student or others;
2. The student has committed an expellable offense; or
3. The student has committed an offense that may lead to placement in a disciplinary alternative education program. [See FOF]

These requirements do not prohibit the ARD committee from recessing an ARD committee meeting for reasons other than the failure to reach mutual agreement about all required elements of an IEP.

During the recess, the ARD committee members must consider alternatives, gather additional data, prepare further documentation, and/or obtain additional resource persons who may assist in enabling the ARD committee to reach mutual agreement.

Failure to Reach Agreement

If a recess is implemented and the ARD committee still cannot reach mutual agreement, a district shall implement the IEP it has determined to be appropriate for the student. Each member of the ARD committee who disagrees with the IEP developed by the ARD

committee is entitled to include a statement of disagreement in the IEP.

If the IEP is not developed by agreement, the written statement of the program must include the basis of the disagreement. Each member of the ARD committee who disagrees with the IEP developed by the committee is entitled to include a statement of disagreement in the written statement of the program.

Education Code 29.005(c); 19 TAC 89.1050(g)

Modification of Existing IEP

Changes to the IEP may be made either by the entire ARD committee or by amending the IEP by agreement, rather than redrafting the entire IEP.

After the annual IEP meeting for a school year, the parent and district may agree not to convene an IEP meeting for the purposes of making changes to the IEP and instead may develop a written document to amend or modify the child's current IEP.

Upon request, a parent shall be provided with a revised copy of the IEP with amendments incorporated.

To the extent possible, a district shall encourage the consolidation of reevaluation meetings for the child and other ARD meetings for the child.

20 U.S.C. 1414(d)(3)(D)–(F); 34 C.F.R. 300.324(a)(4)–(6)

Teacher Access to IEP

Each district must ensure that each teacher who provides instruction to a student with a disability has access to relevant sections of the student's current IEP, is informed of the teacher's specific responsibilities related to implementation of the IEP, and has an opportunity to request assistance regarding implementation of the student's IEP. *19 TAC 89.1075(c)*

Teacher Request to Review IEP

Each district shall develop a process to be used by a teacher who instructs a student with a disability in a regular classroom setting:

1. To request a review of the student's IEP;
2. To provide input in the development of the student's IEP;
3. That provides for a timely district response to the teacher's request; and
4. That provides for notification to the student's parent or legal guardian of that response.

Education Code 29.001(11); 19 TAC 89.1075(d)

Procedural Safeguards

A district shall establish and maintain procedures to ensure that children with disabilities and their parents are guaranteed procedural safeguards with respect to the provision of a free appropriate public education (FAPE). *20 U.S.C. 1415(a)*

These procedures shall include the following:

1. An opportunity for the parents to review all education records and to participate in meetings relating to the identification, evaluation, and educational placement of the child and the provision of FAPE to the child. *34 C.F.R. 300.501*
2. An opportunity for the parents to obtain an independent educational evaluation of the child. *34 C.F.R. 300.502*
3. Protecting the rights of a child when no parent can be identified, a district cannot locate the parents, or the child is a ward of the state, which may include the assignment of an individual to act as a surrogate parent. *34 C.F.R. 300.519*
4. Prior written notice to the parents when a district proposes to initiate or change, or refuses to initiate or change, the identification, evaluation, or educational placement of the child, or the provision of FAPE to the child. *34 C.F.R. 300.503* [See Prior Notice and Consent, below]
5. Procedures to allow parties to resolve disputes through a mediation process. *34 C.F.R. 300.506*
6. An opportunity for any party to file a due process complaint on any matter relating to the identification, evaluation, or educational placement of the child, or the provision of FAPE to the child. [See Dispute Resolution, below] *34 C.F.R. 300.507*
7. Procedures that require either party, or the attorney representing a party, to provide to the other party a due process complaint (which shall remain confidential). *34 C.F.R. 300.508*

Consent

Consent means that:

1. The parent has been fully informed of all information relevant to the activity for which consent is sought, in his or her native language, or other mode of communication;
2. The parent understands and agrees in writing to the activity for which his or her consent is sought, and the consent describes that activity and lists the records (if any) that will be released and to whom; and

3. The parent understands that the granting of consent is voluntary on the part of the parent and may be revoked at any time. A revocation of consent is not retroactive.

   If the parent revokes consent in writing for his or her child's receipt of services after the child is initially provided special education and related services, the district is not required to amend the child's education records to remove any references to the child's receipt of services because of the revocation of consent.

34 C.F.R. 300.9

Language of Notices The procedural safeguards and prior notices described below must be written in language understandable to the general public. The notice must be provided in the native language of the parent or other mode of communication used by the parent, unless it is clearly not feasible to do so. *34 C.F.R. 300.503(c), .504(d)*

Electronic Delivery of Notices A parent may elect to receive the procedural safeguards notice, prior notice, or notice of due process complaint by electronic mail if a district makes that option available. *34 C.F.R. 300.505*

Notice of Procedural Safeguards A district shall provide a copy of the procedural safeguards to parents only one time a year, except that a copy also shall be given to the parents:

1. Upon initial referral or parental request for evaluation;
2. Upon receipt of the first state complaint and upon receipt of the first due process complaint in a school year;
3. On the date of a decision to make a disciplinary removal that is a change in placement; and
4. Upon request by a parent.

A district may place a current copy of the procedural safeguards notice on its website, if it has one.

Contents of Notice The notice shall include a full explanation of the procedural safeguards relating to:

1. Independent educational evaluations;
2. Prior written notice;
3. Parental consent;
4. Access to educational records;

5. Opportunity to present and resolve complaints through the due process complaint and state complaint procedures, including:

    a. The time period in which to file a complaint;

    b. The opportunity for the district to resolve the complaint; and

    c. The difference between the due process complaint and the state complaint procedures, including the jurisdiction of each procedure, what issues may be raised, filing and decisional timelines, and relevant procedures.

6. The availability of mediation;

7. The child's placement during pendency of any due process proceedings;

8. Procedures for children who are subject to placement in an interim alternative educational setting;

9. Requirements for unilateral placement by parents of children in private schools at public expense;

10. Hearings on due process complaints, including requirements for disclosure of evaluation results and recommendations;

11. Civil actions, including the time period in which to file such actions; and

12. Attorneys' fees.

20 U.S.C. 1415(a)–(b), (d); 34 C.F.R. 300.504

Prior Notice and Consent

A district shall provide prior written notice to the parents a reasonable time before the district proposes to initiate or change, or refuses to initiate or change, the identification, evaluation, or educational placement of a child or the provision of FAPE to the child. *34 C.F.R. 300.503(a)*

Notice must be provided to the parent in the parent's native language or other mode of communication at least five school days before the school district proposes or refuses the action unless the parent agrees to a shorter time frame. *19 TAC 89.1050(h)*

Contents of Notice

The notice must include:

1. A description of the action proposed or refused by the district;

2. An explanation of why the district proposes or refuses to take the action;

3. A description of each evaluation procedure, assessment, record, or report the district used as a basis for the proposed or refused action;

4. A statement that the parents have protection under the procedural safeguards and, if this notice is not an initial referral for evaluation, the means by which a copy of the procedural safeguards can be obtained;

5. Sources for parents to contact to obtain assistance in understanding the Individuals with Disabilities Act (IDEA) rules;

6. A description of other options the admission, review, and dismissal (ARD) committee [see EHBAB] considered and the reasons why those options were rejected; and

7. A description of other factors that are relevant to the district's proposal or refusal.

34 C.F.R. 300.503(b)

Consent to Initial Evaluation

Before a district conducts an initial evaluation, it shall provide prior written notice, including a description of any evaluation the district proposes to conduct, and obtain informed consent for the evaluation from the parents. *20 U.S.C. 1414(a)(1)(D), (E); 34 C.F.R. 300.304(a)*

Consent to Services

A district shall seek informed consent from the parent before providing special education and related services to a child. *20 U.S.C. 1414(a)(1)(D)* [See EHBAA]

Consent to Reevaluation

A district shall obtain informed parental consent before conducting any reevaluation of a child with a disability, except that such informed parental consent need not be obtained if the district can demonstrate that it has taken reasonable measures to obtain such consent and the parent has failed to respond. *20 U.S.C. 1414(c)(3)*

Psychological Examinations and Tests

On request of a child's parent, before obtaining the parent's consent for the administration of any psychological examination or test to the child as part of the evaluation of the child's need for special education, a district shall provide to the child's parent:

1. The name and type of the examination or test; and

2. An explanation of how the examination or test will be used to develop an appropriate individualized education program (IEP) for the child.

If a district determines that an additional examination or test is required for the evaluation of a child's need for special education, the district shall provide the information above to the parent regarding

the additional examination or test and shall obtain additional consent for the examination of test.

Education Code 29.0041(a), (b)

Dispute Resolution

The possible options for resolving disputes that arise between a parent and a school district relating to the identification, evaluation, or educational placement of or the provision of FAPE to a student with a disability include, but are not limited to:

1. ARD committee meetings, including IEP facilitation if offered by the district, under 19 Administrative Code 89.1196;
2. Meetings or conferences with the student's teachers;
3. Meetings or conferences, subject to the district's policies, with the campus principal, special education director, superintendent, or board;
4. Requesting state IEP facilitation in accordance with 19 Administrative Code 89.1197;
5. Requesting mediation through the Texas Education Agency (TEA) in accordance with 19 Administrative Code 89.1193;
6. Filing a complaint with TEA in accordance with 19 Administrative Code 89.1195; or
7. Requesting a due process hearing through TEA in accordance with 19 Administrative Code 89.1151–.1191.

19 TAC 89.1150

Due Process Complaint

Whenever a due process complaint has been received by a district, the parent or the district shall have an opportunity for an impartial due process hearing, which shall be conducted by an impartial hearing officer selected by TEA. [For TEA rules on due process. hearings, see 19 Administrative Code 89.1151–.1191.] *20 U.S.C. 1415(f)(1)(A); 19 TAC 89.1151(a), .1170(a)*

Timeline

Beginning September 1, 2022, a parent or a district must request a hearing within two years of the date the parent or public education agency knew or should have known about the alleged action that serves as the basis for the request, unless tolled, as described below.

Prior to September 1, 2022, a parent or public education agency must request a hearing within one year of the date the parent or public education agency knew or should have known about the alleged action that serves as the basis for the request, unless tolled

pursuant to 50 U.S.C. 3936, as set forth in 19 Administrative Code 89.1151(e), below.

19 TAC 89.1151(c)

Tolled Timeline

TEA will include in the Notice of Procedural Safeguards a statement that the statute of limitations for the parent of a student to request an impartial due process hearing may be tolled if:

1. The parent is an active-duty member of the armed forces, the Commissioned Corps of the National Oceanic and Atmospheric Administration, or the Commissioned Corps of the United States Public Health Service; and
2. 50 U.S.C. 3936 (statute of limitations for military service) applies to the parent.

19 TAC 89.1151(e)

Timeline Exception

This timeline shall not apply if the parent was prevented from requesting a hearing due to:

1. A specific misrepresentation by a district that it had resolved the problem forming the basis of the complaint; or
2. A district's withholding of information from the parent that the district was required by the IDEA to provide.

20 U.S.C. 1415(f)(3)(D); 34 C.F.R. 300.511(f), 19 TAC 89.1151(d)

"Stay Put"

During the pendency of any proceeding conducted under IDEA part B (except proceedings to challenge a disciplinary change of placement or manifestation determination), the child shall remain in the then-current educational placement unless the district and the parent agree otherwise. If the child is applying for initial admission to a public school, the child shall, with the consent of the parents, be placed in the public school program until all proceedings have been completed. *20 U.S.C. 1415(j); 34 C.F.R. 300.518, .533*

Exception

When a due process hearing has been requested by a parent or district concerning a disciplinary change of placement or manifestation determination, the child shall remain in the interim alternative educational setting pending the decision of the hearing officer or until the expiration of the child's assignment to the alternative setting, or the 45-day timeline, if applicable, whichever occurs first, unless the parent and district agree otherwise. *20 U.S.C. 1415(k)(3)(A), 1415(k)(4)(A); 34 C.F.R. 300.533* [See FOF]

Resolution Process

Within 15 calendar days of receiving notice of a parent's due process complaint, and before initiating a due process hearing, a district shall convene a meeting with the parent and the relevant

member or members of the ARD committee. The purpose of the meeting is for the parent to discuss the due process complaint and the facts that form the basis of the due process complaint, so that the district has the opportunity to resolve the dispute.

The meeting need not be held if the parent and the district agree in writing to waive the meeting, or the parent and the district agree to use the mediation process.

If the district has not resolved the due process complaint to the satisfaction of the parent within 30 calendar days of the receipt of the complaint, the due process hearing may occur. If the district is unable to obtain the participation of the parent in the resolution meeting after reasonable efforts have been made, the district may, at the conclusion of the 30-day period, request that a hearing officer dismiss the parent's request for a hearing.

34 C.F.R. 300.510, 19 TAC 89.1183

Transfer of Rights to Adult Students

Not later than one year before the 18th birthday of a student with a disability, the district at which the student is enrolled shall:

1. Provide to the student and the student's parents:
    a. Written notice regarding the transfer of rights; and
    b. Information and resources regarding guardianship, alternatives to guardianship, including a supported decision-making agreement under Estates Code Chapter 1357, and other supports and services that may enable the student to live independently; and
2. Ensure that the student's IEP includes a statement that the district provided the required notice, information, and resources.

If a student with a disability or the student's parent requests information regarding guardianship or alternatives to guardianship from the district, the district shall provide to the student or parent information and resources on supported decision-making agreements under Estates Code Chapter 1357.

A student with a disability who is 18 years of age or older or whose disabilities of minority have been removed for general purposes under Family Code Chapter 31 shall have the same right to make educational decisions as a student without a disability. All other rights accorded to parents under Education Code Chapter 29, Subchapter A or 20 U.S.C. 1415 transfer to the student.

34 C.F.R. 300.520; Education Code 29.017(a), (c), (c-1), (c-2); 19 TAC 89.1049(a)

Notice

When a student reaches the age of 18, a district shall provide written notice to the student and the student's parents of the transfer of parental rights. This notice is separate and distinct from the requirement that, beginning at least one year before the student reaches the age of 18, the student's IEP include a statement regarding transfer of parental rights.

The notice must include information and resources regarding guardianship, alternatives to guardianship, including a supported decision-making agreement, and other supports and services that enable the student to live independently. The notice must also provide contact information for the parties to use in obtaining additional information.

34 C.F.R. 300.520(a)(3); Education Code 29.017(c); 19 TAC 89.1049(c)

Special Education Decision-Making for Children in Foster Care

A foster parent may act as a parent of a child with a disability, as authorized under 20 U.S.C. Section 1415(b) and its subsequent amendments, if:

1. The Department of Family and Protective Services (DFPS) is appointed as the temporary or permanent managing conservator of the child;
2. The rights and duties of the department to make decisions regarding education provided to the child under Family Code 153.371 have not been limited by court order; and
3. The foster parent agrees to:
    a. Participate in making special education decisions on the child's behalf; and
    b. Complete a training program that complies with minimum standards established by agency rule.

Training

A foster parent who will act as a parent of a child with a disability must complete a training program before the next scheduled ARD committee meeting for the child but not later than the 90th day after the date the foster parent begins acting as the parent for the purpose of making special education decisions.

A district may not require a foster parent to retake a training program to continue serving as a child's parent or to serve as the surrogate parent for another child if the foster parent has completed a training program to act as a parent of a child with a disability provided by:

1. DFPS;

2. A school district;

3. An education service center; or

4. Any other entity that receives federal funds to provide special education training to parents.

A foster parent who is denied the right to act as a parent by a school district may file a complaint with TEA in accordance with federal law and regulations.

Not later than the fifth day after the date a child with a disability is enrolled in a school, DFPS must inform the appropriate school district if the child's foster parent is unwilling or unable to serve as a parent.

Education Code 29.015; 19 TAC 89.1047

Appointment of Surrogate Parent for Certain Children

These provisions apply to a child with a disability for whom:

1. DFPS is appointed as the temporary or permanent managing conservator of the child; and

2. The rights and duties of the department to make decisions regarding the child's education under Family Code 153.371 have not been limited by court order.

A school district must appoint an individual to serve as the surrogate parent for a child if the district is unable to identify or locate a parent for a child with a disability or the foster parent of a child is unwilling or unable to serve as a parent for the purposes of this subchapter.

Education Code 29.0151(a)–(b)

Eligibility and Duties of a Surrogate Parent

A surrogate parent appointed by a school district may not be an employee of TEA, the school district, or any other agency involved in the education or care of the child; or have any interest that conflicts with the interests of the child.

A surrogate parent appointed by a district must:

1. Be willing to serve in that capacity;

2. Exercise independent judgment in pursuing the child's interests;

3. Ensure that the child's due process rights under applicable state and federal laws are not violated;

4. Complete a training program that complies with minimum standards established by agency rule within the time specified in Education Code 29.015(b);

5. Visit the child and the school where the child is enrolled;
6. Review the child's educational records;
7. Consult with any person involved in the child's education, including the child's:
    a. Teachers;
    b. Caseworkers;
    c. Court-appointed volunteers;
    d. Guardian ad litem;
    e. Attorney ad litem;
    f. Foster parent; and
    g. Caregiver; and
8. Attend meetings of the child's ARD committee.

The district may appoint a person who has been appointed to serve as a child's guardian ad litem or as a court-certified volunteer advocate, as provided under Section 107.031(c), Family Code, as the child's surrogate parent.

Education Code 29.0151(c)–(d); 19 TAC 89.1047

Notice of Appointment

As soon as practicable after appointing a surrogate parent, a district shall provide written notice of the appointment to the child's educational decision-maker and caseworker as required under Education Code 25.007(b)(10)(H) [see FFC]. *Education Code 29.0151(e-1)*

Failure to Properly Perform

If a court appoints a surrogate parent for a child with a disability under Family Code 263.0025, and the school district determines that the surrogate parent is not properly performing the duties, the district shall consult with DFPS regarding whether another person should be appointed to serve as the surrogate parent for the child. *Education Code 29.0151(f); 19 TAC 89.1047*

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Compensatory Education Allotment

Census Block

On a schedule determined by the commissioner of education and in accordance with Education Code 48.104, each district shall report to the agency the census block group in which each student enrolled in the district who is educationally disadvantaged resides. *Education Code 48.104(i)*

Use

At least 55 percent of the district's compensatory education funds must be used to:

1. Fund supplemental programs and services, including services provided by an instructional coach, designed to eliminate any disparity in performance on assessment instruments administered under Education Code Chapter 39, Subchapter B or disparity in the rates of high school completion between:
    a. Students who are educationally disadvantaged and students who are not educationally disadvantaged; and
    b. Students at risk of dropping out of school, as defined below, and all other students; or
2. Support a program eligible under Title I of the Elementary and Secondary Education Act of 1965 [see AID], and its subsequent amendments, and by federal regulations implementing that Act.

Education Code 48.104(k)

Dropout Prevention Strategies

A district with a high dropout rate, as determined by the commissioner, shall submit a plan to the commissioner describing the manner in which the district intends to use its compensatory education allotment for developing and implementing research-based strategies for dropout prevention.

A district shall submit the plan not later than December 1 of each school year preceding the school year in which the district will receive the compensatory education allotment to which the plan applies.

A district may not spend or obligate more than 25 percent of the district's compensatory education allotment unless the commissioner approves the plan.

A district's plan shall:

1. Design a dropout recovery plan that includes career and technology education courses or technology applications courses that lead to industry or career certification;

2. Integrate into the dropout recovery plan research-based strategies to assist students in becoming able academically to pursue postsecondary education, including:

    a. High-quality, college readiness instruction with strong academic and social supports;

    b. Secondary to postsecondary bridging that builds college readiness skills, provides a plan for college completion, and ensures transition counseling; and

    c. Information concerning appropriate supports available in the first year of postsecondary enrollment to ensure postsecondary persistence and success, to the extent funds are available for the purpose; and

3. Plan to offer advanced academic and transition opportunities, including dual credit courses and college preparatory courses, such as advanced placement courses.

A district may enter into a partnership with a public junior college in accordance with Education Code 29.402 [see GNC] in order to fulfill a plan.

Any program designed to fulfill a plan must comply with the requirements of Education Code 29.081(e) and (f).

Education Code 29.918

Reporting

A district shall report financial information relating to expenditure of the state compensatory education allotment under the Foundation School Program to the Texas Education Agency (TEA), according to standards for financial accounting provided in 19 Administrative Code 109.41 (relating to *Financial Accountability System Resource Guide*). Costs charged to state compensatory education shall be for programs and services that supplement the regular education program. *19 TAC 109.25(a)*

A district shall ensure that supplemental direct costs and personnel attributed to compensatory education and accelerated instruction are identified in district and/or campus improvement plans at the summary level for financial units or campuses. A district shall maintain documentation that supports the attribution of supplemental costs and personnel to compensatory education. A district must also maintain sufficient documentation supporting the appropriate identification of students in at-risk situations, under criteria established in Education Code 29.081 [see Definition of At-Risk Student, below]. *19 TAC 109.25(b)*

Educationally Disadvantaged Students

Student Eligibility

To be considered educationally disadvantaged in order to be counted to generate the compensatory education allotment pursuant to Education Code 48.104, a student must meet the income requirements for eligibility under the National School Lunch Program (NSLP), authorized by 42 U.S.C. 1751, et seq.

Districts may use the following approved methods for the purpose of receiving the compensatory education allotment pursuant to Education Code 48.104:

1. Parent certification, where the parent or guardian asserts meeting the income requirements for eligibility;
2. Direct certification, where the process by which eligible children are certified for free meals without the need for a household application based on household participation in one or more federal assistance programs; or
3. Direct verification, where public records are used to verify a student's eligibility for free or reduced-price meals when verification of student eligibility is required.

19 TAC 61.1027(a)

Virtual School Network

Districts must request prior approval from the commissioner to claim students receiving a full-time virtual education through the state virtual school network in their counts of educationally disadvantaged students. The request must include a plan detailing the enhanced services to be delivered to full-time state virtual school network students and submitted in a manner and with a deadline specified by the commissioner. *19 TAC 61.1027(b)(3)(B)*

Definition of At-Risk Student

“Student at risk of dropping out of school” includes each student who is under 26 years of age and who:

1. Except as provided by TEA rule or if retained in prekindergarten under Education Code 28.02124 [see EIE], was not advanced from one grade level to the next for one or more school years, unless the student did not advance from prekindergarten or kindergarten to the next grade level only as a result of the request of the student’s parent;
2. If the student is in grades 7–12, did not maintain an average equivalent to 70 on a scale of 100 in two or more subjects in the foundation curriculum during a semester in the preceding or current school year, or is not maintaining such an average in two or more subjects in the foundation curriculum in the current semester;

3. Did not perform satisfactorily on a state assessment instrument and who has not in the previous or current school year subsequently performed on that instrument or another appropriate instrument at a level equal to at least 110 percent of the level of satisfactory performance on that instrument;

4. If the student is in prekindergarten, kindergarten, or grades 1–3, did not perform satisfactorily on a readiness test or assessment instrument administered during the current school year;

5. Is pregnant or is a parent;

6. Has been placed in a DAEP in accordance with Education Code 37.006 during the preceding or current school year;

7. Has been expelled in accordance with Education Code 37.007 during the preceding or current school year;

8. Is currently on parole, probation, deferred prosecution, or other conditional release;

9. Was previously reported through the Public Education Information Management System (PEIMS) to have dropped out of school;

10. Is an emergent bilingual student, as defined by Section 29.052;

11. Is in the custody or care of the Department of Family and Protective Services or has, during the current school year, been referred to the department by a school official, officer of the juvenile court, or law enforcement official;

12. Is homeless [see FD];

13. Resided in the preceding school year or resides in the current school year in a residential placement facility in a district, including a detention facility, substance abuse treatment facility, emergency shelter, psychiatric hospital, halfway house, cottage home operation, specialized child-care home, or general residential operation;

14. Has been incarcerated, or has a parent or guardian who has been incarcerated, within the lifetime of the student, in a penal institution as defined by Penal Code 1.07; or

15. Is enrolled in a district or a campus that is designated as a dropout recovery school under Education Code 39.0548.

Education Code 29.081(d)(1)

Regardless of the student's age, a student who participates in an adult education program provided under the adult high school charter school program is considered a "student at risk of dropping out of high school." *Education Code 29.081(d)(2)*

Local Eligibility Criteria

In addition to students described above, a student who satisfies local eligibility criteria adopted by a board may receive compensatory education services. The number of students receiving services under local eligibility criteria during a school year may not exceed ten percent of the number of students described above who received services from the district during the preceding school year. *Education Code 29.081(g)*

Designing and Implementing Services

A district shall use student performance data from state basic skills assessment instruments and achievement tests to design and implement appropriate compensatory, intensive, or accelerated instructional services for students in the district's schools that enable the students to perform at grade level at the conclusion of the next regular school term. *Education Code 29.081(a)*

Services After Unsatisfactory Performance on State Assessments

Accelerated Learning Committee

A district shall establish an accelerated learning committee for each student who does not perform satisfactorily on the following state assessment instruments [see EKB]:

1. The third grade mathematics or reading assessment;
2. The fifth grade mathematics or reading assessment; or
3. The eighth grade mathematics or reading assessment.

Education Code 28.0211(a)

Composition

The accelerated learning committee shall be composed of the principal or the principal's designee, the student's parent or guardian, and the teacher of the subject of an assessment instrument on which the student failed to perform satisfactorily. The district shall notify the parent or guardian of the time and place for convening the accelerated learning committee and the purpose of the committee. *Education Code 28.0211(c)*

If a student is changing campuses, the committee must include the receiving principal or designee, the sending principal or designee, the receiving content teacher or designee, and the sending content teacher or designee. *19 TAC 104.1001(e)(1)*

Educational Plan

An accelerated learning committee shall, not later than the start of the subsequent school year, develop an educational plan for the student that provides the necessary accelerated instruction to enable the student to perform at the appropriate grade level by the

conclusion of the school year. The educational plan must be documented in writing, and a copy must be provided to the student's parent or guardian.

During the school year, the student shall be monitored to ensure that the student is progressing in accordance with the educational plan. The district shall administer to the student the assessment instrument for the grade level in which the student is placed at the time the district regularly administers the assessment instruments for that school year.

The board shall adopt a policy consistent with the grievance procedure adopted under Education Code 26.011 [see FNG] to allow a parent to contest the content or implementation of an educational plan.

Education Code 28.0211(f)–(f-3)

Failure in a Subsequent School Year

If a student who fails to perform satisfactorily on the third, fifth, or eighth grade math or reading assessment fails in the subsequent school year to perform satisfactorily on an assessment instrument in the same subject, the superintendent, or the superintendent's designee, shall meet with the student's accelerated learning committee to:

1. Identify the reason the student did not perform satisfactorily; and

2. Determine, in order to ensure the student performs satisfactorily on the assessment instrument at the next administration of the assessment instrument, whether the educational plan developed for the student must be modified to provide the necessary accelerated instruction for that student and any additional resources are required for that student.

The superintendent's designee may be an employee of a regional education service center and may not be a person who served on the student's accelerated learning committee.

Education Code 28.0211(f-4)–(f-5)

ARD Determination for Grades 3, 5, and 8

The admission, review, and dismissal (ARD) committee of a student who does not perform satisfactorily on a third, fifth, or eighth grade math or reading assessment must meet to determine the manner in which the student will participate in an accelerated instruction program. *Education Code 28.0211(i)*

Students Who Meet Criteria for the Alternative Assessment

The ARD committee must serve as the accelerated learning committee for students who meet the criteria for participation in alternative assessment instruments under Education Code 39.023(b) [see EKB], who do not perform satisfactorily on a mathematics or reading assessment instrument in grade 3, 5, or 8. The ARD committee must determine the manner in which the student will participate in supplemental accelerated instruction; however, the requirements for supplemental accelerated instruction described by 19 Administrative Code 104.1001(b) do not apply.

ARD Committee Responsibilities

In serving as the accelerated learning committee for a student served by special education, the ARD committee must meet and develop a plan [see Education Plan, above] to determine the manner in which the student will participate in supplemental accelerated instruction, and this meeting must include the required members of a properly constituted ARD committee [see EHBAB].

When the ARD committee for a student served by special education serves as the accelerated learning committee, efforts must be taken to ensure parental participation as specified within the requirements of 19 Administrative Code 89.1050(d) and 34 Code of Federal Regulations 300.322 [see EHBAB].

The ARD committee, serving as the accelerated learning committee, must document decisions regarding supplemental accelerated instruction in writing and a copy must be provided to the student's parent or guardian. This documentation may either be included in ARD deliberations or as a supplemental attachment to the student's individualized education program.

Dispute Resolution

A parent or guardian of a student served by special education may use a dispute resolution mechanism specified in 19 Administrative Code 89.1150 [see EHBAE] to resolve any dispute between the parent and a public education agency relating to the identification, evaluation, or educational placement of or the provision of a free appropriate public education (FAPE) to a student with a disability. If a parent or guardian of a student served by special education does not agree with the decision of the ARD committee serving as the accelerated learning committee regarding supplemental accelerated instruction, the parent or guardian may follow the district grievance policy [see FNG].

19 TAC 104.1001(f)

Parent Request

Each district shall establish a process allowing for the parent or guardian of a student who fails to perform satisfactorily on a third, fifth, or eighth grade math or reading assessment to make a request for district consideration that the student be assigned to a particular classroom teacher in the applicable subject area for the

subsequent school year, if more than one classroom teacher is available. *Education Code 28.0211(a-5); 19 TAC 104.1001(g)*

Classroom Assignment

A student who fails to perform satisfactorily on a third, fifth, or eighth grade math or reading assessment and is promoted to the next grade level must be assigned in the subsequent school year in each subject in which the student failed to perform satisfactorily on the applicable assessment instrument to an appropriately certified teacher who meets all state and federal qualifications to teach that subject and grade.

In a manner consistent with federal law and notwithstanding any other law, the commissioner may waive the requirement regarding the assignment of a student to an appropriately certified classroom teacher on the request of a district.

Education Code 28.0211(n)–(n-1)

Accelerated Instruction

Each time a student fails to perform satisfactorily on a state assessment instrument in the third, fourth, fifth, sixth, seventh, or eighth grade [see EKB], the district in which the student attends school shall provide to the student accelerated instruction in the applicable subject area during the subsequent summer or school year and either:

1. Allow the student to be assigned a classroom teacher who is certified as a master, exemplary, or recognized teacher under the local optional teacher designation system [see DEAA] for the subsequent school year in the applicable subject area; or

2. Provide the student supplemental instruction under Education Code 28.0211(a-4) [see below].

Education Code 28.0211(a-1)

Participation Requirements

Supplemental accelerated instruction may require a student to participate before or after normal school hours and may include participation at times of the year outside normal school operations. *19 TAC 104.1001(c)*

In providing accelerated instruction, a district may not remove a student, except under circumstances for which a student enrolled in the same grade level who is not receiving accelerated instruction would be removed, from:

1. Instruction in the foundation curriculum and enrichment curriculum adopted under Education Code 28.002 [see EHA series] for the grade level in which the student is enrolled; or

2. Recess or other physical activity that is available to other students enrolled in the same grade level.

Education Code 28.0211(a-3)

The foundation curriculum includes English language arts, mathematics, science, and social studies. Courses in the enrichment curriculum include languages other than English; health, with emphasis on physical health, proper nutrition, and exercise; mental health, including instruction about mental health conditions, substance abuse, skills to manage emotions, establishing and maintaining positive relationships, and responsible decision making; suicide prevention; physical education; fine arts; career and technical education; technology applications; religious literature; and personal financial literacy.

In the event that a school week is three or less instructional days, the school is exempt from meeting the requirement of meeting once per week for supplemental accelerated instruction. [See Supplemental Instruction Requirements for Certain Funding, item 3, below.]

19 TAC 104.1001(c)

ARD Committee Determination

For a student served by special education who does not perform satisfactorily on an assessment instrument administered under Education Code 39.023(a) [see EKB], the student's admission, review, and dismissal (ARD) committee must determine the manner in which the student will engage in supplemental accelerated instruction. ARD committees must consider the individual needs of a student with a disability when determining the manner in which supplemental accelerated instruction is to be provided to the student. If supplemental accelerated instruction is to be provided to the student, the supplemental accelerated instruction must meet the requirements outlined in this subsection unless the ARD committee specifically determines that some or all of the requirements for supplemental accelerated instruction would deny the student access to a FAPE. *19 TAC 104.1001(b)(3)*

Supplemental Instruction Requirements for Certain Funding

If a district receives funding under Education Code 29.0881, the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (Div. M, Pub. L. No. 116-260), or the American Rescue Plan Act of 2021 (Pub. L. No. 117-2), then supplemental instruction provided by a district must:

1. Include targeted instruction in the essential knowledge and skills for the applicable grade levels and subject area;

2. Be provided in addition to instruction normally provided to students in the grade level in which the student is enrolled;

3. Be provided for no less than 30 total hours during the subsequent summer or school year and, unless the instruction is provided fully during summer, include instruction no less than once per week during the school year;

4. Be designed to assist the student in achieving satisfactory performance in the applicable grade level and subject area;

5. Include effective instructional materials designed for supplemental instruction;

6. Be provided to a student individually or in a group of no more than three students, unless the parent or guardian of each student in the group authorizes a larger group;

7. Be provided by a person with training in the applicable instructional materials for the supplemental instruction and under the oversight of the district; and

8. To the extent possible, be provided by one person for the entirety of the student's supplemental instruction period.

Education Code 28.0211(a-4)

General Accelerated Instruction Requirements

Supplemental accelerated instruction shall be based on, but not limited to, targeted instruction in the essential knowledge and skills for the applicable grade levels and subject areas and be provided by a person with training in the applicable instructional materials for the supplemental accelerated instruction and under the oversight of the school district. Supplemental accelerated instruction shall be provided as outlined in items 2–5 and 8 (above), to a student individually or in a group of no more than three students, unless the parent or guardian of each student in the group authorizes a larger group. *19 TAC 104.1001(d)*

Transportation

A district shall provide students required to attend the accelerated programs described above with transportation to those programs if the programs occur outside of regular school hours. *Education Code 28.0211(j)*

Notice to Parents of Performance and Accelerated Instruction

Whenever a district is required to notify a parent or guardian about the requirements related to promotion and accelerated instruction, the district shall make a good-faith effort to ensure that the notice is provided either in person or by regular mail, is clear and easy to understand, and is written in English or in the parent or guardian's native language. *Education Code 28.0211(h)*

Assessments Not Required

Education Code 28.0211 does not require the administration of a fifth or eighth grade assessment instrument in a subject under Education Code 39.023(a) to a student enrolled in the fifth or eighth grade, as applicable, if the student:

1. Is enrolled in a course in the subject intended for students above the student's grade level and will be administered an assessment instrument adopted or developed under Education Code 39.023(a) [see EKB] that aligns with the curriculum for the course in which the student is enrolled; or

2. Is enrolled in a course in the subject for which the student will receive high school academic credit and will be administered an end-of-course assessment instrument [see EKB] for the course.

Notwithstanding any other provision of Education Code 28.0211, the student may not be denied promotion on the basis of failure to perform satisfactorily on an assessment instrument not required to be administered to the student, nor may a student in grade 5 or grade 8 be denied promotion to the next grade on the basis of failure to perform satisfactorily on a reading or mathematics assessment instrument intended for use above the student's grade level.

Education Code 28.0211(o)–(p)

Accelerated Instruction After EOC Assessments

A district shall provide accelerated instruction to an enrolled student who has taken an end-of-course (EOC) assessment instrument and has not performed satisfactorily or who is at risk of dropping out of school.

A district shall offer before the next scheduled administration of the assessment instrument, without cost to the student, additional accelerated instruction to each student in any subject in which the student failed to perform satisfactorily on an end-of-course assessment instrument required for graduation.

A district that is required to provide accelerated instruction must separately budget sufficient funds for that purpose. [See CE]

A district shall evaluate the effectiveness of accelerated instruction programs and annually hold a public hearing to consider the results.

Education Code 29.081(b), (b-1), (b-2), (b-3), 39.025(b-1)

Each time a student fails to perform satisfactorily on an assessment instrument administered under Education Code 39.023(c), the district in which the student attends school shall provide to the student accelerated instruction in the applicable subject area.

Accelerated instruction may require participation of the student before or after normal school hours and may include participation at times of the year outside normal school operations and must comply with the requirements for accelerated instruction provided under Education Code 28.0211 [see above].

Education Code 28.0217

Effectiveness

A district shall evaluate and document the effectiveness of the accelerated instruction in reducing any disparity in performance on state assessment instruments or disparity in the rates of high school completion between students at risk of dropping out of school and all other district students. *Education Code 29.081(c)*

No Available Test Score

The superintendent of each district shall establish procedures to ensure that each eligible student who is absent or does not receive a test score for any test administration shall receive appropriate supplemental accelerated instruction as warranted on an individual student basis.*19 TAC 104.1001(b)(4)*

Dropout Recovery Education Programs

A district may use a private or public community-based dropout recovery education program to provide alternative education programs for students at risk of dropping out of school. The program may be offered at a campus or through the use of an online program that leads to a high school diploma and prepares the student to enter the workforce. A campus-based dropout recovery education program must meet the criteria set forth at Education Code 29.081(e-1)(1)–(5). An online dropout recovery education program must meet the criteria set forth at Education Code 29.081(e-2)(1)–(8).

Students in attendance at a dropout recovery education program shall be included in a district's average daily attendance for funding purposes.

Education Code 29.081(e)–(f)

Communities in Schools

An elementary or secondary school receiving funding under Education Code 33.156 shall participate in the Communities in Schools (CIS) program if the number of students enrolled in the school who are at risk of dropping out of school is equal to at least ten percent of the number of students in average daily attendance at the school, as determined by TEA. *Education Code 33.157*

Optional Extended Year Program

A district may set aside an amount from the district's compensatory education allotment or may apply to the agency for funding of an extended year program. *Education Code 29.082(a); 19 TAC 105.1001*

Optional Flexible Year Program

A district may provide an optional flexible year program (OFYP) for students who did not or are not likely to perform successfully on state assessment instruments or who would not otherwise be promoted to the next grade level. *Education Code 29.0821; 19 TAC 129.1029*

Optional Flexible School Day Program

Notwithstanding Education Code 25.081 or 25.082, a district may apply to the commissioner to provide a flexible school day program (OFSDP) for students who:

1. Have dropped out of school or are at risk of dropping out of school as defined by Education Code 29.081;
2. Attend a campus that is implementing an innovative redesign of the campus or an early college high school under a plan approved by the commissioner; or
3. As a result of attendance requirements under Education Code 25.092, will be denied credit for one or more classes in which the students have been enrolled.

Education Code 29.0822

A district may apply to the commissioner to provide an OFSDP for students, in accordance with 19 Administrative Code 129.1027.

A board must approve the application. The board must include the OFSDP as an item on the regular agenda for a board meeting in compliance with 19 Administrative Code 129.1027(h)(2) before applying to operate an OFSDP. The application shall include the information described in 19 Administrative Code 129.1027.

19 TAC 129.1027(c)

Tutorial Services

A district may provide tutorial services at district schools. If a district provides tutorial services, it shall require a student whose grade in a subject for a reporting period is lower than the equivalent of 70 on a scale of 100 to attend tutorials. [See EC for provisions on loss of class time.]

A district may provide transportation services to accommodate students who are required to attend tutorials and who are eligible for regular transportation.

Education Code 29.084

Basic Skills Programs

A district may apply to the commissioner for funding of basic skills programs for students in grade 9 who are at risk of not earning sufficient credit or who have not earned sufficient credit to advance to grade 10 and who fail to meet minimum skills levels established by the commissioner.

With the consent of a student's parent or guardian, a district may assign a student to the basic skills program.

A basic skills program may not exceed 210 instructional days and must meet the requirements set forth at Education Code 29.086.

Education Code 29.086(a)

After-School and Summer Intensive Mathematics and Science Programs

A district may provide an intensive after-school program or an intensive program during the period that school is recessed for the summer to provide mathematics and science instruction to:

1. Students who are not performing at grade level in mathematics or science to assist those students in performing at grade level;
2. Students who are not performing successfully in a mathematics course or science course to assist those students in successfully completing the course; or
3. Other students as determined by the district.

Before providing a program, a board must adopt a policy for:

1. Determining student eligibility for participating in the program that:
    a. Prescribes the grade level or course a student must be enrolled in to be eligible; and
    b. Provides for considering teacher recommendations in determining eligibility;
2. Ensuring that parents of or persons standing in parental relation to eligible students are provided notice of the program;
3. Ensuring that eligible students are encouraged to attend the program;
4. Ensuring that the program is offered at one or more locations in the district that are easily accessible to eligible students; and
5. Measuring student progress on completion of the program.

Education Code 29.088, .090; 19 TAC 102.1041

Mentoring Services Program

A district may provide a mentoring services program to students at risk of dropping out of school. A board may arrange for any public or nonprofit community-based organization to come to the district's schools and implement the program.

A board shall obtain the consent of a student's parent or guardian before allowing the student to participate in the program.

Education Code 29.089

Accelerated Reading Instruction Program

A district shall implement an accelerated reading instruction program that provides reading instruction that addresses reading deficiencies to each student in kindergarten, first grade, or second grade who is determined, on the basis of reading instrument results [see EKC], to be at risk for dyslexia or other reading difficulties. The district shall determine the form, content, and timing of the program.

A district shall provide additional reading instruction and intervention to each student given the seventh grade reading assessment [see EKC], as appropriate to improve the student's reading skills in the relevant areas identified through the assessment instrument.

Education Code 28.006(g), (g-1)

Intensive Program of Instruction

State Assessments

A district shall offer an intensive program of instruction to a student who does not perform satisfactorily on a state assessment instrument or is not likely to receive a high school diploma before the fifth school year following the student's enrollment in grade 9, as determined by the district.

The program shall be designed to:

1. Enable the student to:
    a. To the extent practicable, perform at the student's grade level at the conclusion of the next regular school term; or
    b. Attain a standard of annual growth specified by a district and reported by the district to TEA; and
2. If applicable, carry out the purposes of Education Code 28.0211. [See EIE]

Students Receiving Special Education Services

For a student in a special education program who does not perform satisfactorily on an assessment instrument administered under Education Code 39.023(a), (b), or (c), the student's admission, review, and dismissal committee shall design the program to:

1. Enable the student to attain a standard of annual growth on the basis of the student's individualized education program (IEP); and
2. If applicable, carry out the purposes of Education Code 28.0211. [See EIE]

Graduation Requirements

A district shall use funds appropriated by the legislature for an intensive program of instruction to plan and implement intensive instruction and other activities aimed at helping a student satisfy state and local high school graduation requirements.

No Cause of Action

A district's determination of the appropriateness of an intensive program of instruction for a student is final and does not create a cause of action.

Education Code 28.0213

College Preparatory Courses

Each district shall partner with at least one institution of higher education to develop and provide courses in college preparatory mathematics and English language arts. The courses must be designed:

1. For students at the 12th grade level whose performance on:
    a. An end-of-course assessment instrument required under Education Code 39.023(c) does not meet college readiness standards; or
    b. Coursework, a college entrance examination, or an assessment instrument designated under Education Code 51.334 [Texas Success Initiative (TSI) assessment] indicates that the student is not ready to perform entry-level college coursework; and
2. To prepare students for success in entry-level college courses.

A course must be provided on the campus of the high school offering the course or through distance learning or as an online course provided through an institution of higher education with which the district partners.

Faculty

Appropriate faculty of each high school offering courses and appropriate faculty of each institution of higher education with which the district partners shall meet regularly as necessary to ensure that each course is aligned with college readiness expectations.

Notice

Each district shall provide a notice to each eligible student and the student's parent or guardian regarding the benefits of enrolling in a course.

Credit Earned

A student who successfully completes an English language arts course may use the credit earned toward satisfying the advanced English language arts curriculum requirement for the foundation high school program under Education Code 28.025(b-1)(1). A student who successfully completes a mathematics course may use the credit earned in the course toward satisfying an advanced mathematics curriculum requirement under Education Code 28.025

after completion of the mathematics curriculum requirements for the foundation high school program under Education Code 28.025(b-1)(2).

Dual Credit	A course may be offered for dual credit at the discretion of the institution of higher education with which a district partners.
Instructional Materials	Each district, in consultation with each institution of higher education with which the district partners, shall develop or purchase instructional materials for a course consistent with Education Code Chapter 31. The instructional materials must include technology resources that enhance the effectiveness of the course and draw on established best practices. *Education Code 28.014*
End-of-Course Exam	A student enrolled in a college preparatory mathematics or English language arts course under Education Code 28.014 who satisfies the TSI college readiness benchmarks on an assessment instrument administered at the end of the course satisfies the requirements concerning and is exempt from the administration of the Algebra I or the English I and English II end-of-course assessment instruments, as applicable, as prescribed by Education Code 39.023(c) [see EKB], even if the student did not perform satisfactorily on a previous administration of the applicable end-of-course assessment instrument. A student who fails to perform satisfactorily on the assessment instrument may retake that assessment instrument or may take the appropriate end-of-course assessment instrument. *Education Code 39.025(a-1)*

Student Advancement

A student may be promoted only on the basis of academic achievement or demonstrated proficiency of the subject matter of the course or grade level. [See EI]

In determining promotion, a district shall consider:

1. The recommendation of the student's teacher;
2. The student's grade in each subject or course;
3. The student's score on an assessment instrument administered under Education Code 39.023(a), (b), or (l), to the extent applicable; and
4. Any other necessary academic information, as determined by the district.

Education Code 28.021(a), (c)

Advancement Requirements

By the start of the school year, a district shall make public the requirements for student advancement under Education Code 28.021. *Education Code 28.021(d)*

Retention After Assessment

A district is not precluded from retaining, in accordance with state law or board policy, a student who performs satisfactorily on a grade advancement test. *Education Code 28.0211(g)*

Parental Option to Retain

A parent or guardian may elect for a student to:

1. Repeat prekindergarten;
2. Enroll in prekindergarten, if the student would have been eligible to enroll in prekindergarten during the previous school year under Education Code 29.153(b) [see EHBG] and the student has not yet enrolled in kindergarten;
3. Repeat kindergarten;
4. Enroll in kindergarten, if the student would have been eligible to enroll in kindergarten in the previous school year and has not yet enrolled in first grade; or
5. For grades 1 through 3, repeat the grade in which the student was enrolled during the previous school year.

An election made by a parent or guardian shall be made in writing to a district.

Retention Committee

If a district disagrees with the election, the district must convene a retention committee and meet with the parent or guardian to discuss retention. The meeting shall be conducted in person unless an alternative means is agreeable to the parent or guardian. A student may not be retained for a grade or retake a course under this

provision if the parent or guardian does not meet with the retention committee.

A retention committee shall be composed of:

1. The principal or the principal's designee;
2. The student's parent or guardian;
3. The teacher who taught the grade or course for which the parent wants the student retained or repeated; and
4. Additional teachers at the discretion of the principal, if the student will potentially repeat multiple courses.

A retention committee shall:

1. Discuss the merits of and concerns with advancement and retention; and
2. Review and consider the student's grade in each subject or course, the results of any formative or summative assessments administered to the student, and any other available academic information to determine the student's academic readiness for the next grade or a given course.

If established, after the parent or guardian has participated in a retention committee meeting, the parent or guardian shall decide whether the student should be retained or retake a grade or course. The district must abide by the decision of the parent or guardian.

Retention Considerations

Except as provided by this provision or other law, retention of a student pursuant to a parent's or guardian's election under this provision shall be considered the same as retention of a student by a district.

Transfer of Rights

The rights of a parent or guardian under this provision transfer to a student if the student is 18 years of age or older or has had the disabilities of a minor removed, unless the student is under a form of guardianship imposed by law or court order that continues after the student turns 18 years of age.

Education Code 28.02124

Students with Dyslexia

In measuring the academic achievement or proficiency of a student who has dyslexia, the student's potential for achievement or proficiency in the area must be considered. *Education Code 28.021(b)* [See policies at EHB, EKB, and FB]

Optional Extended-Year Program

An optional extended year program may extend the day, the week, or the year to provide additional support and instruction for eligible

students. The program shall be conducted beyond the required instructional days, which may include intercessions for year-round programs. *19 TAC 105.1001(b)*

A student is eligible for services in accordance with Education Code 29.082(a)(1)–(2). A student who does not demonstrate proficiency in a subject area as determined by the district is also eligible for services. *19 TAC 105.1001(c); Education Code 29.082(a)(1)–(2)*

A student who attends at least 90 percent of the extended-year program days and who satisfies the requirements for promotion (academic achievement or demonstrated proficiency of the subject matter of the course or grade level) shall be promoted to the next grade level at the beginning of the next school year. However, if the student's parent presents a written request to the school principal asking that the student not be promoted, the principal shall hold a formal meeting with the parent, the teacher, and the school counselor, as soon as practicable after receiving such a request. During the meeting, the principal, teacher, or school counselor shall explain the possible effects of not promoting a student. If the parent withdraws the request after the meeting, the student shall be promoted, and the district shall continue to use innovative practices to ensure that the student is successful in school in succeeding school years.

If a district provides an extended-year program, it shall adopt a policy designed to lead to immediate reduction and ultimate elimination of student retention.

Education Code 29.082(e)–(f) [See EHBC]

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High School Diploma

A student may graduate and receive a diploma only if the student:

1. Successfully completes the curriculum requirements identified by the State Board of Education (SBOE) [see State Graduation Requirements, below], has performed satisfactorily on applicable state assessments [see EKB], and complies with the financial aid application requirements in Education Code 28.0256 [see below]; or

2. Successfully completes an individualized education program (IEP) developed under Education Code 29.005. [See EHBAB]

Education Code 28.025(c)

Note: Education Code 28.0256 applies beginning with students enrolled at the 12th grade level during the 2021–22 school year.

FAFSA Required

Before graduating from high school, each student must complete and submit a free application for federal student aid (FAFSA) or a Texas application for state financial aid (TASFA), except as provided below.

A student is not required to comply with the above provision if:

1. The student's parent or other person standing in parental relation submits a signed form indicating that the parent or other person authorizes the student to decline to complete and submit the financial aid application;

2. The student signs and submits the form described above on the student's own behalf if the student is 18 years of age or older or the student's disabilities of minority have been removed for general purposes under Family Code Chapter 31; or

3. A school counselor authorizes the student to decline to complete and submit the financial aid application for good cause, as determined by the school counselor.

If a school counselor notifies a district whether a student has complied with this section for purposes of determining whether the student meets high school graduation requirements under Education Code 28.025, the school counselor may only indicate whether the student has complied with this section and may not indicate the manner in which the student complied, except as necessary for the district to comply with the commissioner’s rules.

A school counselor may not indicate that a student has not complied with this section if the district fails to provide the required form

to the student or the student's parent or other person standing in parental relation to the student.

Education Code 28.0256; 19 TAC 74.11(b)

Opt-Out Form

The board shall adopt the standard opt-out form provided by the Texas Education Agency (TEA).

The opt-out form shall be available in English, Spanish, and any other language spoken by a majority of the students enrolled in a bilingual education or special language program in the district. A district is responsible for translations not provided by TEA.

The opt-out form must include the student's signature of intent to decline to complete a financial aid application prior to the student's anticipated graduation date.

19 TAC 74.1023(c)

Notification

A district shall provide students with the notifications regarding the financial aid application requirement, in accordance with 19 Administrative Code 74.1023(d).

Proof of Submission

A district shall require one of the following methods of proof that a student has completed and submitted the FAFSA or TASFA.

For completion and submission of the FAFSA:

1. ApplyTexas Counselor Suite FAFSA data;
2. Notification from the U.S. Department of Education that demonstrates a student has completed and submitted a FAFSA; or
3. A local policy developed by a district for the method by which a student must provide proof that the student has completed a FAFSA.

A district shall develop a local policy for the method by which a student must provide proof that the student has completed a TASFA.

19 TAC 74.1023(e)

Information Submission and Confidentiality

A district shall report through the Texas Student Data System Public Education Information Management System (TSDS PEIMS) not later than December 1 of each school year for students awarded diplomas in the previous school year the number of students who completed and submitted a financial aid application and the number of students who submitted an exception.

A district shall maintain student financial aid application information securely and ensure compliance with federal law regarding the

confidentiality of student educational information, including the Family Educational Rights and Privacy Act of 1974 (20 U.S.C. Section 1232g), and any state law relating to the privacy of student information [see FL].

19 TAC 74.1023(f)–(g)

Individual Graduation Committee

A student may receive a diploma if the person is eligible for a diploma as determined by an individual graduation committee (IGC) established under Education Code 28.0258. *Education Code 28.025(c-6)*

A student receiving special education services is not subject to the IGC requirements in Education Code 28.0258 or 19 Administrative Code 74.1025. A student's admission, review, and dismissal (ARD) committee determines whether a student is required to achieve satisfactory performance on an end-of-course (EOC) assessment to graduate. *19 TAC 74.1025(n)* [See EHBAB]

For each 11th or 12th grade student who has failed to comply with the EOC assessment instrument performance requirements under Education Code 39.025 for not more than two courses, the district shall establish an IGC at the end of or after the student's 11th grade year to determine whether the student may qualify to graduate. A student may not qualify to graduate as a result of an IGC decision before the student's 12th grade year.

The IGC shall be composed of:

1. The principal or principal's designee;
2. For each EOC assessment instrument on which the student failed to perform satisfactorily, the teacher of the course;
3. The department chair or lead teacher supervising the teacher(s) above; and
4. As applicable:
    a. The student's parent or person standing in parental relation to the student;
    b. A designated advocate if the parent is unable to serve; or
    c. The student, at the student's option, if the student is at least 18 years of age or is an emancipated minor.

The superintendent shall establish procedures for convening the committee.

The district shall provide an appropriate translator, if available, for a parent, advocate, or student who is unable to speak English.

Education Code 28.0258(a)–(c), (c-2); 19 TAC 74.1025(b)

A district may not establish an initial IGC for eligible students after June 10 or before the start of the next school year. Once the IGC has been established, it is the original IGC for that student.

If a student leaves a district after an original IGC has been established and before that original IGC awards a high school diploma to the student, any other district that later enrolls the student shall request information from the student's original IGC of record and shall implement the original IGC recommendations to the extent possible.

Alternate Members

In the event that the teacher identified in item 2 above is unavailable, the principal shall designate as an alternate member of the committee a teacher certified in the subject of the EOC assessment on which the student failed to perform satisfactorily and who is most familiar with the student's performance in that subject area.

In the event that the individual identified above in item 3 above is unavailable, the principal shall designate as an alternate member of the committee an experienced teacher certified in the subject of the EOC assessment on which the student failed to perform satisfactorily and who is familiar with the content of and instructional practices for the applicable course.

In the event that the student's parent or person standing in parental relation to the student is unavailable to participate in the IGC, the principal shall designate an advocate with knowledge of the student to serve as an alternate member of the committee.

19 TAC 74.1025(c), (e), (g)–(i)

Notice

A district shall ensure a good faith effort is made to timely notify the appropriate person described under item 4 above of the time and place for convening the IGC and the purpose of the committee. The notice must be provided in person or by regular mail or email; clear and easy to understand; and written in English, in Spanish, or, to the extent practicable, in the native language of the appropriate person. *Education Code 28.0258(d)*

Curriculum Requirements

To be eligible to graduate and receive a high school diploma from the IGC, a student must successfully complete the curriculum requirements required for high school graduation. [See State Graduation Requirements, below] *Education Code 28.0258(e)*

Additional Requirements to Graduate

A student's IGC shall recommend additional requirements by which the student may qualify to graduate, including additional remediation; and for each EOC assessment instrument on which the student failed to perform satisfactorily:

1. The completion of a project related to the subject area of the course that demonstrates proficiency in the subject area; or
2. The preparation of a portfolio of work samples in the subject area of the course, including work samples from the course that demonstrate proficiency in the subject area.

A student may submit to the IGC coursework previously completed to satisfy a recommended additional requirement.

Education Code 28.0258(f), (g)

In determining whether a student is qualified to graduate, the committee shall consider the criteria at Education Code 28.0258(h) and any other academic information designated for consideration by the board. After considering the criteria, the committee may determine that the student is qualified to graduate. A student may graduate and receive a high school diploma on the basis of the committee's decision only if the student successfully completes all additional requirements recommended by the committee, the student meets applicable curriculum requirements, and the committee's vote is unanimous. The decision of a committee is final and may not be appealed. *Education Code 28.0258(i)*

Emergent Bilingual Students

For provisions related to an IGC and emergent bilingual students, see EKBA.

Students Who Entered Grade 9 Before the 2011–12 School Year

In accordance with Education Code 28.02541, a district may award a high school diploma to an individual who:

1. Entered grade 9 before the 2011–12 school year;
2. Successfully completed the curriculum requirements for high school graduation applicable when the individual entered grade 9;
3. Has not performed satisfactorily on the exit-level assessment instrument or part of an assessment instrument required for high school graduation, including an alternative assessment instrument offered under Education Code 39.025(c-2);
4. Has been administered at least three times the required subject-area test(s) for which the individual has not performed satisfactorily on the exit-level assessment instrument applicable to the individual when the individual entered grade 9; and

5. Meets the alternative requirements for graduation in accordance with 19 Administrative Code 74.1027(c) or the local alternative requirements approved by the board in accordance with 19 Administrative Code 74.1027(d).

19 TAC 74.1027(a); Education Code 28.02541

District Determination — The district in which the individual is enrolled or was last enrolled shall determine whether the individual may qualify to graduate and receive a high school diploma on the basis of the alternative requirements for graduation. *19 TAC 74.1027(b)*

Alternative Requirements — The alternative requirements for graduation are listed at 19 Administrative Code 74.1027(c).

Local Alternative Requirements — With approval by the board, a district may develop recommendations for local alternative requirements if the requirements would allow an individual to demonstrate proficiency in the content related to an examination for which the individual has not performed satisfactorily. *19 TAC 74.1027(d)*

Appeals — A decision regarding whether the individual qualifies to graduate and receive a high school diploma is final and may not be appealed. *19 TAC 74.1027(e); Education Code 28.02541*

Documentation — The district shall maintain documentation to support the decision to award or not award an individual a high school diploma. *19 TAC 74.1027(f)*

Special Education — A student receiving special education services who successfully completes the requirements of his or her IEP, including performance on a state assessment required for graduation, shall receive a high school diploma. A student's ARD committee shall determine if the student will be required to meet satisfactory performance on an assessment for purposes of graduation. *19 TAC 101.3023(a)* [See Graduation of Students Receiving Special Education Services, below, and EKB]

Posthumous Diploma — Beginning with students who would have graduated at the end of the 2019–20 school year, and on request of the student's parent, a district shall issue a high school diploma posthumously to each student who died while enrolled in the district at the end of the school year in which the student was expected to graduate under the regular schedule of school attendance. The high school diploma may not be issued before the graduation date of the class in which the student was enrolled at the time of death.

Exception — A district is not required to issue a posthumous diploma if the student was convicted of a felony offense under Penal Code Title 5 or

6 or adjudicated as having engaged in conduct constituting a felony offense under Penal Code Title 5 or 6.

Education Code 28.0254

Diplomas for Veterans

Notwithstanding any other provision of this policy, a district may issue a high school diploma to a person who is an honorably discharged member of the armed forces of the United States; was scheduled to graduate from high school after 1940 and before 1975 or after 1989; and left school after completing the sixth or a higher grade, before graduating from high school, to serve in:

1. World War II, the Korean War, the Vietnam War, the Persian Gulf War, the Iraq War, or the war in Afghanistan; or
2. Any other war formally declared by the United States, military engagement authorized by the United States Congress, military engagement authorized by a United Nations Security Council resolution and funded by the United States Congress, or conflict authorized by the president of the United States under the War Powers Resolution of 1973, 50 U.S.C. 1541, et seq.

Education Code 28.0251

Texas First Early High School Completion Program

A district may issue a high school diploma to a student under the Texas First Early High School Completion Program if, using the standards established by TEA and the Texas Higher Education Coordinating Board and eligible institutions of higher education, the student demonstrates mastery of and early readiness for college in each of the subject areas described by the standards and in a language other than English, notwithstanding any other local or state requirements.

A student who earns a high school diploma through the program is considered to have earned a distinguished level of achievement.

Notice Upon Enrollment

On a student's initial enrollment in high school in a grade level below grade 12 in a district, the district shall provide to the student and the student's parent or guardian information regarding the requirements to earn a high school diploma under the Texas First Early High School Completion Program and the Texas First Scholarship Program.

Education Code 28.0253(e)–(g); 19 TAC 21.52(a)

The notice must include information about the requirement that a student must provide an official copy of their assessment results

and transcripts, as applicable, to receive credit for the assessments and credits required to receive early graduation from the program. *19 TAC 21.54*

Personal Graduation Plan

Junior High or Middle School PGP

A principal of a junior high or middle school shall designate a school counselor, teacher, or other appropriate individual to develop and administer a personal graduation plan (PGP) for each student enrolled in the junior high or middle school who:

1. Does not perform satisfactorily on a state assessment instrument; or
2. Is not likely to receive a high school diploma before the fifth school year following the student's enrollment in grade level 9, as determined by a district.

A PGP must:

1. Identify educational goals for the student;
2. Include diagnostic information, appropriate monitoring and intervention, and other evaluation strategies;
3. Include an intensive instruction program described in Education Code 28.0213 [see EHBC];
4. Address participation of the student's parent or guardian, including consideration of the parent's or guardian's educational expectations for the student; and
5. Provide innovative methods to promote the student's advancement, including flexible scheduling, alternative learning environments, online instruction, and other interventions that are proven to accelerate the learning process and have been scientifically validated to improve learning and cognitive ability.

Education Code 28.0212

Students Receiving Special Education Services

For a student receiving special education services, the student's ARD committee and the district are responsible for developing the student's PGP.

A student's IEP developed under Education Code 29.005 may be used as the student's PGP.

Education Code 28.0212(c); 19 TAC 89.1050(a) [See EHBAB]

High School PGP

A principal of a high school shall designate a school counselor or school administrator to review PGP options with each student entering grade 9 together with that student's parent or guardian. The

PGP options reviewed must include the distinguished level of achievement and endorsements.

Before the conclusion of the school year, the student and the student's parent or guardian must confirm and sign a PGP for the student that identifies a course of study that:

1. Promotes college and workforce readiness and career placement and advancement; and
2. Facilitates the student's transition from secondary to postsecondary education.

A district may not prevent a student and the student's parent or guardian from confirming a PGP that includes pursuit of a distinguished level of achievement or an endorsement.

A student may amend the student's PGP after the initial confirmation of the plan. If a student amends the student's PGP, the school must send written notice to the student's parents regarding the change.

TEA must make available to a district information that explains the advantages of the distinguished level of achievement described by Education Code 28.025(b-15) and each endorsement described by Education Code 28.025(c-1). A district, in turn, shall publish the information from TEA on the internet website of the district and ensure that the information is available to students in grades nine and above and the parents or legal guardians of those students in the language in which the parents or legal guardians are most proficient.

A district is required to provide this information in the language in which the parents or legal guardians are most proficient only if at least 20 students in a grade level primarily speak that language.

Education Code 28.02121

Early Graduation

A parent is entitled to request, with the expectation that the request will not be unreasonably denied, that the parent's child be permitted to graduate from high school earlier than the child would normally graduate, if the child completes each course required for graduation. The decision of a board concerning the request is final and may not be appealed. *Education Code 26.003(a)(3)(C), (b)*
[See FMH, FNG]

State Graduation Requirements

Note: For current state graduation requirements, including those for students who entered grade 9 before the 2007–08 school year but that are not otherwise referenced in this policy, see Education Code 28.025 and 19 Administrative Code Chapter 74.

Students Entering Grade 9

To receive a high school diploma, a student entering grade 9 in the 2014–15 school year and thereafter must complete:

1. Requirements of the foundation high school program under 19 Administrative Code 74.12 [see Foundation High School Program, below];
2. Testing requirements for graduation under 19 Administrative Code Chapter 101 [see EKB]; and
3. Demonstrated proficiency, in grade 8 or higher, as determined by the district, in delivering clear verbal messages; choosing effective nonverbal behaviors; listening for desired results; applying valid critical-thinking and problem-solving processes; and identifying, analyzing, developing, and evaluating communication skills needed for professional and social success in interpersonal situations, group interactions, and personal and professional presentations.

A student shall enroll in the courses necessary to complete the curriculum requirements for the foundation high school program and the curriculum requirements for at least one endorsement.

Education Code 28.025(c); 19 TAC 74.11(a), (d)

Foundation High School Program

A student must earn at least 22 credits to complete the foundation high school program and must demonstrate proficiency in the following core courses:

1. English language arts — 4 credits;
2. Mathematics — 3 credits;
3. Science — 3 credits;
4. Social Studies — 3 credits;
5. Languages other than English — 2 credits;
6. Physical Education — 1 credit;
7. Fine Arts — 1 credit; and

8. Elective courses — 5 credits.

19 TAC 74.12(a)–(b)

Endorsements

A student shall specify in writing an endorsement the student intends to earn upon entering grade 9. *19 TAC 74.13(a)*

A student may earn any of the following endorsements:

1. Science, technology, engineering, and mathematics (STEM);
2. Business and industry;
3. Public services;
4. Arts and humanities; and
5. Multidisciplinary studies.

A district must make at least one endorsement available to students. A district that offers only one endorsement curriculum must offer multidisciplinary studies.

To earn an endorsement a student must demonstrate proficiency in the curriculum requirements for the foundation high school program and, in accordance with 19 Administrative Code 74.13(e), earn:

1. A fourth credit in mathematics;
2. An additional credit in science; and
3. Two additional elective credits.

A course completed as part of the four courses needed to satisfy an endorsement requirement may also satisfy a requirement under the foundation high school program, including an elective requirement. The same course may count as part of the set of four courses for more than one endorsement.

A district shall permit a student to enroll in courses under more than one endorsement before the student's junior year and to choose, at any time, to earn an endorsement other than the endorsement the student previously indicated.

A student must earn at least 26 credits to earn an endorsement, but a student is not entitled to remain enrolled to earn more than 26 credits.

A district may define advanced courses and determine a coherent sequence of courses for an endorsement area, provided that prerequisites in 19 Administrative Code Chapters 110–117, 127, and 130 are followed.

Education Code 28.025; 19 TAC 74.13

Exception

A student may graduate under the foundation high school program without earning an endorsement if, after the student's sophomore year:

1. The student and the student's parent or person standing in parental relation to the student are advised by a school counselor of the specific benefits of graduating from high school with one or more endorsements; and
2. The student's parent or person standing in parental relation to the student files with a school counselor written permission, on a form adopted by TEA, allowing the student to graduate under the foundation high school program without earning an endorsement.

19 TAC 74.11(e)

Distinguished Level of Achievement

A student may earn a distinguished level of achievement by successfully completing the curriculum requirements for the foundation high school program and the curriculum requirements for at least one endorsement, including four credits in science and four credits in mathematics, including Algebra II. *19 TAC 74.11(f)*

Algebra II Notification

Not later than September 1 of each school year, a district shall notify by regular mail or email the parent of or other person standing in parental relation to each student enrolled in grade 9 or above that the student is not required to complete an Algebra II course to graduate under the foundation high school program. The notification must include information regarding the potential consequences to a student of not completing an Algebra II course, including the impact on eligibility for:

1. Automatic college admission under Education Code 51.803; and
2. Certain financial aid authorized under Title 3 of the Education Code.

Education Code 28.02123

Prerequisites

A student may not be enrolled in a course that has a required prerequisite unless:

1. The student has completed the prerequisite course(s);

2. The student has demonstrated equivalent knowledge as determined by the district; or

3. The student was already enrolled in the course in an out-of-state, an out-of-country, or a Texas nonpublic school and transferred to a Texas public school prior to successfully completing the course.

A district may award credit for a course a student completed without having met the prerequisites if the student completed the course in an out-of-state, an out-of-country, or a Texas nonpublic school where there was not a prerequisite.

19 TAC 74.11(j)–(k)

Dual Credit Courses

Courses offered for dual credit at or in conjunction with an institution of higher education (IHE) that provide advanced academic instruction beyond, or in greater depth than, the essential knowledge and skills for the equivalent high school course required for graduation may satisfy graduation requirements, including requirements for required courses, advanced courses, and courses for elective credit as well as requirements for endorsements. *19 TAC 74.11(i)*

Core Curriculum College Courses

A district shall permit a student to comply with the curriculum requirements under the foundation high school program by successfully completing appropriate courses in the core curriculum of an IHE. A student who has completed the core curriculum of an IHE in accordance with Education Code 61.822, as certified by the IHE in accordance with Education Code 4.28:

1. Is considered to have earned an endorsement by successfully completing the appropriate courses for that endorsement;

2. Is considered to have earned a distinguished level of achievement under the foundation high school program; and

3. Is entitled to receive a high school diploma.

19 TAC 74.11(o)

Languages Other Than English

Students may earn credit for languages other than English in accordance with 19 Administrative Code 74.12(b)(5).

A student who successfully completes a dual language immersion program may satisfy one credit of the two credits required in a language other English in accordance with 19 Administrative Code 74.12(b)(5)(F).

19 TAC 74.12(b)(5)

A student who successfully completes a course in American Sign Language while in elementary school may satisfy one credit of the

two credits required in a language other than English. *19 TAC 74.12(b)(5)(G)*

Physical Education Substitutions

Other Physical Activity

In accordance with local district policy, the required physical education credit may be earned through completion of any TEKS-based course that is not being used to satisfy another specific graduation requirement. [See Restrictions, below]

In accordance with local district policy, credit for any physical education course may be earned through participation in the following activities:

1. Athletics;
2. JROTC; and
3. Appropriate private or commercially sponsored physical activity programs conducted on or off campus. A district must apply to the commissioner of education for approval of such programs, which may be substituted for state graduation credit in physical education. Such approval may be granted under the following conditions:
    a. Olympic-level participation and/or competition includes a minimum of 15 hours per week of highly intensive, professional, supervised training. The training facility, instructors, and the activities involved in the program must be certified by the superintendent to be of exceptional quality. Students qualifying and participating at this level may be dismissed from school one hour per day. Students dismissed may not miss any class other than physical education.
    b. Private or commercially sponsored physical activities include those certified by the superintendent to be of high quality and well supervised by appropriately trained instructors. Student participation of at least five hours per week must be required. Students certified to participate at this level may not be dismissed from any part of the regular school day.

In accordance with local district policy, up to one credit for any one of the physical education courses listed in 19 Administrative Code Chapter 74 [see EHAC] may be earned through participation in any of the following activities:

1. Drill team;
2. Marching band; and
3. Cheerleading.

Restrictions

All substitution activities permitted by local district policy must include at least 100 minutes of moderate to vigorous physical activity per five-day school week.

No more than four substitution credits may be earned through any combination of substitutions listed above.

Student with Disability or Illness

A student who is unable to participate in physical activity due to disability or illness may substitute an academic elective credit in English language arts, mathematics, science, social studies, or a course that is offered for credit as provided by Education Code 28.002(g-1) for the required physical education credit. A credit allowed to be substituted may not also be used by the student to satisfy a graduation requirement other than completion of the physical education credit. The determination regarding a student's ability to participate in physical activity must be made by:

1. The student's ARD committee if the student receives special education services under Education Code Chapter 29, Subchapter A;
2. The committee established for the student under Section 504, Rehabilitation Act of 1973 (29 U.S.C. Section 794) if the student does not receive special education services under Education Code Chapter 29, Subchapter A but is covered by the Rehabilitation Act of 1973; or
3. A committee, established by the district, of persons with appropriate knowledge regarding the student if each of the committees described above is inapplicable. This committee must follow the same procedures required of an ARD or a Section 504 committee.

Education Code 28.025(b-10)–(b-11); 19 TAC 74.12(b)(6)

Community-Based Fine Arts Programs

In accordance with local district policy, the required fine arts credit may be earned through participation in a community-based fine arts program not provided by the school district in which the student is enrolled.

In accordance with local policy, credit may be earned through participation in the community-based fine arts program only if the program meets each of the following requirements:

1. The district must apply to the commissioner for approval of the community-based fine arts program;
2. The board must certify that the program provides instruction in the essential knowledge and skills for fine arts as defined by 19 Administrative Code Chapter 117, Subchapter C;

3. The district must document student completion of the approved activity;

4. The program must be organized and monitored by appropriately trained instructors;

5. The fine arts program may be provided on or off a school campus and outside the regular school day; and

6. Students may not be dismissed from any part of the regular school day to participate in the community-based fine arts program.

The district shall require that instructors of the community-based fine arts program provide the district, at its request, the information necessary to obtain the criminal history record information required for school personnel in accordance with 19 Administrative Code Chapter 153, Subchapter DD, if the community-based program is offered on campus.

Education Code 28.025(b-9); 19 TAC 74.12(b)(7)(B), .1030

Performance Acknowledgments

In accordance with the requirements of 19 Administrative Code 74.14, a student may earn a performance acknowledgment on the student's transcript for:

1. Outstanding performance:

    a. In a dual credit course;

    b. In bilingualism and biliteracy;

    c. On a College Board advanced placement test or international baccalaureate examination;

    d. On an established, valid, reliable, and nationally norm-referenced preliminary college preparation assessment instrument used to measure a student's progress toward readiness for college and the workplace; or

    e. On an established, valid, reliable, and nationally norm-referenced assessment instrument used by colleges and universities as part of their undergraduate admissions process; or

2. Earning a state-recognized or nationally or internationally recognized business or industry certification or license.

Education Code 28.025(c-5); 19 TAC 74.14

Students Who Entered Grade 9 Before the 2014–15 School Year

All credit for graduation must be earned no later than grade 12. *19 TAC 74.61(b), .71(b)*

Minimum High School Program

A student entering grade 9 prior to the 2014–15 school year who does not choose to complete the curriculum requirements for high school graduation under the foundation high school program must enroll in the courses necessary to complete the curriculum requirements for the Recommended High School Program or the Advanced/Distinguished Achievement High School Program, unless the student, the student's parent or other person standing in parental relation to the student, and a school counselor or school administrator agree in writing signed by each party that the student should be permitted to take courses under the Minimum High School Program, and the student:

1. Is at least 16 years of age;
2. Has completed two credits required for graduation in each subject of the foundation curriculum under Education Code 28.002(a)(1); or
3. Has failed to be promoted to the tenth grade one or more times as determined by the school district.

Students with Disabilities

If an ARD committee makes decisions that place a student with a disability on a modified curriculum in a subject area, the student will be automatically placed in the Minimum High School Program.

Applicability

A student who was permitted to take courses under the Minimum High School Program prior to the 2009–10 school year may remain in the Minimum High School Program.

19 TAC 74.61(c), (d), .71(c), (d)

Requirements

A student must earn at least 22 credits to complete the Minimum High School Program.

A student who entered grade 9 in the 2012–13 or 2013–14 school year must demonstrate proficiency in the program requirements listed at 19 Administrative Code 74.72.

A student who enters grade 9 before the 2012–13 school year must meet the applicable program requirements in 19 Administrative Code Chapter 74, Subchapters D–F.

Education Code 28.025; 19 TAC 74.62, .72

Recommended High School Program

A student who entered grade 9 in the 2012–13 or 2013–14 school year must earn at least 26 credits to complete the Recommended High School Program. A student must demonstrate proficiency in

the program requirements listed at 19 Administrative Code 74.73. *Education Code 28.025; 19 TAC 74.63, .73*

Advanced / Distinguished Achievement High School Program

A student who entered grade 9 in the 2012–13 or 2013–14 school year must earn at least 26 credits to complete the Advanced/Distinguished Achievement High School Program. A student must demonstrate proficiency in the program requirements listed at 19 Administrative Code 74.74. *Education Code 28.025; 19 TAC 74.64, .74*

Substitutions

No substitutions are allowed for high school graduation requirements in the Recommended and Advanced/Distinguished Achievement High School Programs, except as provided by State Board rule. *19 TAC 74.63(d), .64(e), .73(d), .74(e)*

AP or IB Courses

College Board advanced placement and international baccalaureate courses may be substituted for required courses in appropriate areas. These courses may be used as electives in all three high school graduation programs. *19 TAC 74.61(k), .71(i)*

Reading

A district may offer a maximum of 3 credits of reading for state graduation elective credit for identified students if the district:

1. Adopts policies to identify students in need of additional reading instruction;
2. Has procedures that include assessment of individual student needs and ongoing evaluation of each student's progress; and
3. Monitors instructional activities to ensure that student needs are addressed.

Reading credits may be selected from Reading I, II, or III.

19 TAC 74.61(h), .71(f)

College Courses

A student may comply with the curriculum requirements under the Minimum, Recommended, or Advanced/Distinguished Achievement High School Program for each subject of the foundation curriculum and for languages other than English by successfully completing appropriate courses in the core curriculum of an IHE. *19 TAC 74.61(l), .71(j)*

Physical Education Substitutions

Other Physical Activity

In accordance with local district policy, credit for any physical education course may be earned through participation in the following activities:

1. Athletics;
2. JROTC; and

3. Appropriate private or commercially sponsored physical activity programs conducted on or off campus. A district must apply to the commissioner for approval of such programs, which may be substituted for state graduation credit in physical education. Such approval may be granted under the following conditions:

    a. Olympic-level participation and/or competition includes a minimum of 15 hours per week of highly intensive, professional, supervised training. The training facility, instructors, and the activities involved in the program must be certified by the superintendent to be of exceptional quality. Students qualifying and participating at this level may be dismissed from school one hour per day. Students dismissed may not miss any class other than physical education.

    b. Private or commercially sponsored physical activities include those certified by the superintendent to be of high quality and well supervised by appropriately trained instructors. Student participation of at least five hours per week must be required. Students certified to participate at this level may not be dismissed from any part of the regular school day.

In accordance with local district policy, up to one credit for any one of the physical education courses listed in 19 Administrative Code Chapter 74 [see EHAC] may be earned through participation in any of the following activities:

1. Drill team;

2. Marching band; and

3. Cheerleading.

Restrictions

All substitution activities must include at least 100 minutes per five-day school week of moderate to vigorous physical activity.

No more than four substitution credits may be earned through any combination of substitutions listed above.

Student with Disability or Illness

A student who is unable to participate in physical activity due to disability or illness may substitute an academic elective credit in English language arts, mathematics, science, or social studies for the required physical education credit. A credit allowed to be substituted may not also be used by the student to satisfy a graduation requirement other than completion of the physical education credit. The determination regarding a student's ability to participate in physical activity must be made by:

1. The student's ARD committee if the student receives special education services under Education Code Chapter 29, Subchapter A;

2. The committee established for the student under Section 504, Rehabilitation Act of 1973 (29 U.S.C. Section 794) if the student does not receive special education services under Education Code Chapter 29, Subchapter A but is covered by the Rehabilitation Act of 1973; or

3. A committee, established by the district, of persons with appropriate knowledge regarding the student if each of the committees described above is inapplicable. This committee must follow the same procedures required of an ARD or a Section 504 committee.

Student with Physical Limitations

If a student entering grade 9 during the 2007–08 school year or thereafter is unable to comply with all of the requirements for a physical education course due to a physical limitation certified by a licensed medical practitioner, a modification to a physical education course does not prohibit the student from earning a Recommended or Advanced/Distinguished High School Program diploma. A student with a physical limitation must still demonstrate proficiency in the relevant knowledge and skills in a physical education course that do not require physical activity.

Education Code 28.025(b-10)–(b-11); 19 TAC 74.62(b)(7), .63(b)(7), .64(b)(7), .72(b)(6), .73(b)(6), .74(b)(6)

Transfers from Out-of-State or Nonpublic Schools

Out-of-state or out-of-country transfer students (including foreign exchange students) and transfer students from Texas nonpublic schools are eligible to receive Texas diplomas but shall complete all applicable high school graduation requirements. Any course credits required for graduation that are not completed before enrollment may be satisfied through credit by examination, correspondence courses, distance learning, or completing the course, according to the provisions of 19 Administrative Code 74.26. *19 TAC 74.11(g)* [See EHDB, EHDC, EHDE, and EI]

Graduation of Students Receiving Special Education Services

Modified Curriculum and Content

Modified curriculum and modified content refer to any reduction of the amount or complexity of the required knowledge and skills in 19 Administrative Code Chapters 110–117, 126–128, and 130. Substitutions that are specifically authorized in statute or rule must not be considered modified curriculum or modified content. *19 TAC 89.1070(k)*

Employability and Self-Help Skills

Employability and self-help skills are those skills directly related to the preparation of students for employment, including general skills necessary to obtain or retain employment. *19 TAC 89.1070(i)*

Summary of Academic Achievement and Evaluation

All students graduating must be provided with a summary of academic achievement and functional performance as described in 34 C.F.R. 300.305(e)(3). This summary must consider, as appropriate, the views of the parent and student and written recommendations from adult service agencies on how to assist the student in meeting postsecondary goals. An evaluation as required by 34 C.F.R. 300.305(e)(1) (evaluation to determine that the child is no longer a child with a disability), must be included as part of the summary for a student graduating under 19 Administrative Code 89.1070(b)(2), (b)(3)(A), (B), or (C) or (f)(4)(A), (B), or (C). Students who participate in graduation ceremonies but who are not graduating under subsections (b)(2), (b)(3)(A), (B), or (C) or (f)(4)(A), (B), or (C) and who will remain in school to complete their education do not have to be evaluated. *19 TAC 89.1070(g)–(h)*

Students Entering Grade 9 in or After the 2014–15 School Year

A student entering grade 9 in the 2014–15 school year and thereafter who receives special education services may graduate and be awarded a regular high school diploma if the student meets one of the following conditions:

1. The student has demonstrated mastery of the required state standards (or district standards if greater) in 19 Administrative Code Chapters 110–117, 126–128, and 130 and satisfactorily completed credit requirements for graduation under the foundation high school program applicable to students in general education as well as satisfactory performance as established in Education Code Chapter 39, on the required EOC assessment instruments.

2. The student has demonstrated mastery of the required state standards (or district standards if greater) in 19 Administrative Code Chapters 110–117, 126–128, and 130 and satisfactorily completed credit requirements for graduation under the foundation high school program specified in 19 Administrative Code 74.12 applicable to students in general education but the student's ARD committee has determined that satisfactory performance on the required EOC assessment instruments is not necessary for graduation.

3. The student has demonstrated mastery of the required state standards (or district standards if greater) in 19 Administrative Code Chapters 110–117, 126–128, and 130 and satisfactorily completed credit requirements for graduation under the foundation high school program through courses, one or more of which contain modified curriculum that is aligned to the standards applicable to students in general education, as well as satisfactory performance as established in Education Code Chapter 39, on the required EOC assessment instruments,

unless the student's ARD committee has determined that satisfactory performance on the required EOC assessment instruments is not necessary for graduation. The student must also successfully complete the student's IEP and meet one of the following conditions:

a. Consistent with the IEP, the student has obtained full-time employment, based on the student's abilities and local employment opportunities, in addition to mastering sufficient self-help skills to enable the student to maintain the employment without direct and ongoing educational support of the local school district.

b. Consistent with the IEP, the student has demonstrated mastery of specific employability skills and self-help skills that do not require direct ongoing educational support of the local school district.

c. The student has access to services that are not within the legal responsibility of public education or employment or educational options for which the student has been prepared by the academic program.

d. The student no longer meets age eligibility requirements.

When a student receives a diploma under item 2 or 3(a), (b), or (c), above, the ARD committee must determine needed educational services upon the request of the student or parent to resume services, as long as the student meets the age eligibility requirements.

19 TAC 89.1070(b), (j)

Endorsements

A student who is enrolled in a special education program may earn an endorsement on the student's transcript by:

1. Successfully completing, with or without modification of the curriculum:

   a. The curriculum requirements identified by the SBOE for the foundation high school program; and

   b. The additional endorsement curriculum requirements prescribed by the SBOE; and

2. Successfully completing all curriculum requirements for that endorsement adopted by the SBOE:

   a. Without modification of the curriculum; or

   b. With modification of the curriculum, provided that the curriculum, as modified, is sufficiently rigorous as determined by the student's ARD committee.

The ARD committee of a student in a special education program shall determine whether the student is required to achieve satisfactory performance on an end-of-course assessment instrument to earn an endorsement on the student's transcript.

Education Code 28.025(c-7)–(c-8), 19 TAC 89.1070(c)

Students Entering Grade 9 Before the 2014–15 School Year

A student receiving special education services who entered grade 9 before the 2014–15 school year may graduate and be awarded a high school diploma under the foundation high school program in accordance with 19 Administrative Code 89.1070.

Graduation of Military Dependents

District officials shall waive specific courses required for graduation if similar coursework has been satisfactorily completed by a military student in another district or shall provide reasonable justification for denial. Should a waiver not be granted to a student who would qualify to graduate from the sending school, the district shall provide an alternative means of acquiring required coursework so that graduation may occur on time.

Course Waiver

Transfers During Senior Year

Should a military student transferring at the beginning or during the student's senior year be ineligible to graduate from the district after all alternatives have been considered, the sending and receiving districts shall ensure the receipt of a diploma from the sending district, if the student meets the graduation requirements of the sending district. In the event that one of the states in question is not a member of this compact, the member state shall use best efforts to facilitate the on-time graduation of the student.

Substitute Passing Standard

The commissioner shall adopt a passing standard on one or more national norm-referenced achievement tests for purposes of permitting a qualified military dependent to meet that standard as a substitute for completing a specific course otherwise required for graduation. The passing standard is available only for a student who enrolls in a public school in this state for the first time after completing the ninth grade or who reenrolls in a public school in this state at or above the tenth-grade level after an absence of at least two years from the public schools of this state. Each passing standard in effect when a student first enrolls in a Texas public high school remains applicable to the student for the duration of the student's high school enrollment, regardless of any subsequent revision of the standard.

Education Code 162.002 art. VII, A, C [See FDD]

Graduation of Student Who Is Homeless or in Conservatorship of DFPS

If an 11th or 12th grade student who is homeless or in the conservatorship of the Department of Family and Protective Services transfers to a different school district and the student is ineligible to graduate from the district to which the student transfers, the district from which the student transferred shall award a diploma at the student's request, if the student meets the graduation requirements of the district from which the student transferred. *Education Code 28.025(i)*

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State Assessment of Academic Skills

Every student receiving instruction in the essential knowledge and skills shall take the appropriate criterion-referenced assessments, as required by Education Code Chapter 39, Subchapter B [see Testing in Grades 3–8, below]. *Education Code 39.023(a), (c), (f); 19 TAC 101.5*

A student may not receive a high school diploma until the student has performed satisfactorily on end-of-course (EOC) assessment instruments [see End-of-Course Assessments, below]. *Education Code 39.025(a); 19 TAC 101.4001*

Emergent Bilingual Students

In grades 3–12, an emergent bilingual student, as defined by Education Code Chapter 29, Subchapter B, shall participate in the state assessment in accordance with commissioner rules at 19 Administrative Code Chapter 101, Subchapter AA. *Education Code 39.023(l), (m)* [See EKBA]

Special Education

The Texas Education Agency (TEA) shall develop or adopt appropriate criterion-referenced alternative assessment instruments to be administered to each student in a special education program for whom a state assessment instrument adopted under Education Code 39.023(a), even with allowable accommodations, would not provide an appropriate measure of student achievement, as determined by the student's admission, review, and dismissal (ARD) committee, including assessment instruments approved by the commissioner of education that measure growth. The assessment instruments developed or adopted, including the assessment instruments approved by the commissioner, must, to the extent allowed under federal law, provide a district with options for the assessment of students.

TEA may not adopt a performance standard that indicates that a student's performance on the alternate assessment does not meet standards if the lowest level of the assessment accurately represents the student's developmental level as determined by the student's ARD committee.

The student's ARD committee shall determine whether any allowable modification is necessary in administering to the student a required EOC assessment instrument under Education Code 39.023(c), and whether the student is required to achieve satisfactory performance on an EOC assessment instrument to receive a high school diploma.

Education Code 39.023(b)–(c), .025(a-4)

Military Dependents

If the student is a military dependent, the district shall incorporate procedures to accept:

1. Exit or EOC exams required for graduation from the sending state;

2. National norm-referenced achievement tests; or

3. Alternative testing, in lieu of testing requirements for graduation in the receiving state.

In the event the above alternatives cannot be accommodated by the receiving state for a military dependent transferring in his or her senior year, then Education Code 162.002 article VII, section C, shall apply.

Substitute Passing Standard

The commissioner shall adopt a passing standard on one or more national norm-referenced achievement tests for purposes of permitting a qualified military dependent to meet that standard as a substitute for achieving a score on an assessment instrument otherwise required for graduation. The passing standard is available only for a student who enrolls in a public school in this state for the first time after completing the ninth grade or who reenrolls in a public school in this state at or above the grade 10 level after an absence of at least two years from the public schools of this state. Each passing standard in effect when a student first enrolls in a Texas public high school remains applicable to the student for the duration of the student's high school enrollment, regardless of any subsequent revision of the standard.

Education Code 162.002 art. VII [See EIF]

Administration

A district shall follow the test administration procedures established by TEA in the applicable test administration materials. A superintendent shall be responsible for administering tests. *19 TAC 101.25, .27*

Schedule

The commissioner shall specify the schedule for testing that is in compliance with Education Code 39.023(c-3) and supports reliable and valid assessments. Participation in University Interscholastic League (UIL) area, regional, or state competitions is prohibited on any days on which testing is scheduled between Monday and Thursday of the school week in which the primary administration of assessment instruments occurs.

The commissioner may provide alternate dates for the administration of tests required for a high school diploma to students who are migratory children and who are out of the state.

19 TAC 101.25

On request by a district, the commissioner may allow the district to administer an assessment instrument on the first instructional day

of a week if administering the assessment instrument on another instructional day would result in a significant administrative burden due to specific local conditions. *Education Code 39.023(c-3)*

Alternate Test Dates

The commissioner shall consider requests from districts or campuses for alternate test dates on a case-by-case basis. Alternate test dates will only be allowed if the campus or district is closed on the day on which testing is scheduled or if there is an exceptional circumstance, defined below, that may affect a district's or campus's ability to administer an assessment or the students' performance on the assessment.

"Exceptional circumstances" include:

1. Inclement weather or natural disasters that would cause a district or campus to be closed or that would cause a small percentage of students to be in attendance on the day testing is scheduled;
2. Health epidemics that result in a large number of students being absent on the day of testing;
3. Death of a student or school official that may impact student performance; and
4. Sudden emergencies that occur on the day of testing or shortly before testing that may inhibit students from completing the assessments, such as a fire on campus, a bomb threat, an extended power outage, or a water main break.

If an alternate test date for primary test administration is approved, the commissioner may prohibit a district or campus from participating in UIL competition on the new test date if that is determined to be in the best interest of the district, campus, and students.

19 TAC 101.5003

Test Administration Training

The commissioner may require training for district employees involved in the administration of the assessment instruments. The commissioner may only require for the employee at each district campus who oversees the administration of the assessment instruments to annually receive the training. The district employee who oversees test administration on a district campus may, with discretion, require other district employees involved in the administration of assessment instruments to repeat the training. *Education Code 39.0304(a), (b-1)–(b-2)*

Notice to Parents and Students

A superintendent shall be responsible for the following in order to provide timely and full notification of graduation requirements:

1. Notifying each student and his or her parent or guardian in writing no later than the beginning of the student's seventh-grade year of the testing requirements for graduation;
2. Notifying each student in grades 7–12 new to the district and his or her parent or guardian in writing of the testing requirements for graduation; and
3. Notifying each student who shall take the tests required for graduation and his or her parent or guardian, as well as out-of-school individuals, of the dates, times, and locations of testing.

19 TAC 101.3012

Testing in Grades 3–8

Except as provided below, all students, other than students who are assessed under Education Code 39.023(b) (alternative assessment instrument) or 39.023(l) (emergent bilingual students) or exempted under Education Code 39.027, shall be assessed in:

1. Mathematics, annually in grades 3–8;
2. Reading, annually in grades 3–8;
3. Social studies in grade 8;
4. Science in grades 5 and 8; and
5. Any other subject and grade required by federal law.

Education Code 39.023(a)

Exception

For purposes of federal accountability, a student shall not be administered a grade-level assessment if the student:

1. Is enrolled in a course or subject intended for students above the student's enrolled grade level and will be administered a grade-level assessment instrument developed under the list above that aligns with the curriculum for that course or subject within the same content area; or
2. Is enrolled in a course for high school credit in a subject intended for students above the student's enrolled grade level and will be administered an EOC assessment instrument that aligns with the curriculum for that course or subject within the same content area.

For purposes of federal accountability, a grade 3–8 student who is accelerated in mathematics, reading/language arts, or science and on schedule to complete the high school end-of-course assessments in that same content area prior to high school shall be assessed at least once in high school with the ACT or the SAT.

A student is only eligible to take an assessment instrument intended for use above the student's enrolled grade if the student is on schedule to complete instruction in the entire curriculum for that subject during the semester the assessment is administered.

A student in grade 5 or 8 described above may not be denied promotion on the basis of failure to perform satisfactorily on an assessment instrument not required to be administered to the student.

Education Code 28.0211(o)–(p), 39.023(a-2); 19 TAC 101.3011(a)(1)–(4)

Kindergarten Assessment

An assessment instrument under Education Code 39.023 may not be administered to a kindergarten student except for the purpose of determining whether the student is entitled to the benefit of the Foundation School Program [see FD]. *Education Code 39.023(a-16)*

Prekindergarten Assessment

Performance on an assessment instrument administered to students in prekindergarten may not be considered for any purpose related to Education Code Chapters 39 and 39A. *Education Code 39.0237*

Accommodations

Testing accommodations are permitted for any student unless they would make a particular test invalid. Decisions regarding testing accommodations shall take into consideration the needs of the student and the accommodations the student routinely receives in classroom instruction. Permissible testing accommodations shall be described in the appropriate test administration materials.

The committee established by a board to determine the placement of students with dyslexia or related disorders shall determine whether any allowable modification is necessary in administering an assessment to such a student.

A student's ARD committee shall determine the allowable accommodations and shall document them in the student's individualized education program (IEP). [See Special Education, above]

19 TAC 101.3013; Education Code 39.023(a)–(c), (n); 34 C.F.R. 300.320(a)(6)

End-of-Course Assessments

Beginning with students first enrolled in grade 9 in the 2011–12 school year, a student enrolled in a course for which an EOC assessment exists as required by Education 39.023(c) shall take the appropriate assessment. *19 TAC 101.3021(a)*

TEA shall adopt EOC assessment instruments for secondary-level courses in Algebra I, biology, English I, English II, and United

States history. The Algebra I EOC assessment instrument must be administered with the aid of technology, but may include one or more parts that prohibit the use of technology. The English I and English II EOC assessment instruments must each assess essential knowledge and skills in both reading and writing and must provide a single score. A district shall comply with State Board of Education rules regarding administration of the assessment instruments listed in this provision.

If a student is in a special education program, the student's ARD committee shall determine whether any allowable modification is necessary in administering to the student an assessment instrument required under this provision.

Education Code 39.023(c)

Students Enrolled Below High School Level

Beginning in the 2011–12 school year, a student in grade 8 or lower who takes a high school course for credit is required to take the applicable EOC assessment. The EOC assessment result shall be applied toward the student's assessment graduation requirements, as specified in 19 Administrative Code 101.3022. *19 TAC 101.3021(d)*

Assessment Requirements for Graduation

A student must meet satisfactory performance on an EOC assessment listed in Education Code 39.023(c) in order to be eligible to receive a Texas diploma, except as described below at Exceptions, Credits Earned Prior to Enrollment, Individual Graduation Committee, and Special Education.

The standard in place when a student first takes an EOC assessment is the standard that will be maintained throughout the student's school career.

Exceptions

English I or English II

A student who was administered separate reading and writing EOC assessments under Education Code 39.023(c), for the English I or English II course has met that course's assessment graduation requirement if the student has:

1. Achieved satisfactory performance on either the reading or writing EOC assessment for that course;
2. Met at least the minimum score on the other EOC assessment for that course; and
3. Achieved an overall scale score of 3750 or greater when the scale scores for reading and writing are combined for that course.

Exceptions related to English I also apply to emergent bilingual students who meet the criteria in 19 Administrative Code 101.1007. [See EKBA]

19 TAC 101.3022(a)–(c)

Credits Earned Prior to Enrollment

If a student earned high school credit for a course with an EOC assessment prior to enrollment in a Texas public school district and the credit has been accepted by a Texas public school district, or a student completed a course for Texas high school credit in a course with an EOC assessment prior to the 2011–12 spring administration, the student is not required to take the corresponding EOC assessment. *19 TAC 101.3021(e)*

Substitute Assessments

The commissioner adopts certain assessments as substitute assessments that a student may use in place of a corresponding EOC assessment to meet the student's assessment graduation requirements. A satisfactory score on an approved assessment may be used in place of only one specific EOC assessment, except as provided by 19 Administrative Code 101.4002(d)(1) (student who qualifies for use of the Texas Success Initiative (TSI) as a substitute assessment and is enrolled in certain college preparatory courses).

A student at any grade level is eligible to use a substitute assessment as provided in the commissioner's chart at 19 Administrative Code 101.4002(b) if the student:

1. Was administered an approved substitute assessment for an equivalent course in which the student was enrolled;
2. Received a satisfactory score on the substitute assessment as determined by the commissioner and provided in the chart at 19 Administrative Code 101.4002(b); and
3. Using a Texas Success Initiative Assessment (TSIA) or a Texas Success Initiative Assessment, Version 2.0 (TSIA2) also meets the additional criteria of 19 Administrative Code 101.4002(d).

TSI Additional Criteria

A student must meet the criteria established in 19 Administrative Code 101.4002(d) in order to qualify to use TSIA or TSIA2 as a substitute assessment.

Accountability Testing

A student electing to substitute an assessment for graduation purposes must still take the corresponding EOC assessment required under Education Code 39.023(c) at least once for accountability purposes. If a student sits for an EOC assessment, a district may not void or invalidate the test in lieu of a substitute assessment.

A student who fails to perform satisfactorily on a PSAT, PLAN, or Aspire test (or any versions of these tests) as indicated in the chart in 19 Administrative Code 101.4003(b) must take the appropriate EOC assessment required under Education Code 39.023(c). However, a student who does not receive a passing score on the EOC assessment and retakes a PSAT, PLAN, or Aspire test (or any versions of these tests) is eligible to meet the requirements specified in 19 Administrative Code 101.4002(c).

19 TAC 101.4002

Verification of Results

An eligible student is responsible for providing a district an official copy of the student's scores from the substitute assessment.

Upon receipt of official results of an approved substitute assessment, a district must:

1. Verify the student's score on the substitute assessment; and
2. Determine whether the student met the performance standard required to qualify for a public high school diploma in Texas as established by the commissioner.

19 TAC 101.4005

Satisfactory Performance

A student is required to achieve a scale score that indicates satisfactory performance, as determined by the commissioner on each EOC assessment instrument administered to the student. *Education Code 39.025(a)*

Individual Graduation Committee

A student in grade 11 or 12 who has failed to comply with the EOC assessment instrument performance requirements under Education Code 39.025 for not more than two courses may qualify to graduate on the basis of a review by an individual graduation committee (IGC). [See EIF] *Education Code 28.0258, 39.025(a-5)*

A student may not graduate under an IGC if the student did not take each required EOC assessment or an approved substitute assessment for each course in which the student was enrolled in a Texas public school for which there is an EOC assessment. A district shall determine whether the student took each required EOC assessment or an approved substitute assessment. For purposes of this provision only, a student who does not make an attempt to take all required EOC assessments may not qualify to graduate by means of an individual graduation committee.

Notwithstanding any action taken by a student's individual graduation committee, a district must provide a student an opportunity to retake an EOC assessment under Education Code 39.023(c) if the student has not previously achieved satisfactory performance on

an assessment for that course. A student is not required to retake a course in order to be administered a retest of an EOC assessment.

19 TAC 101.3022(e)(1), (3)

For provisions related to an IGC and emergent bilingual students, see EKBA.

Special Education

A student receiving special education services is not subject to the IGC requirements in Education Code 28.0258. As provided in 19 Administrative Code 89.1070 (Graduation Requirements) and 19 Administrative Code 101.3023 (Participation and Graduation Assessment Requirements for Students Receiving Special Education Services), a student's ARD committee determines whether a student is required to achieve satisfactory performance on an EOC assessment to graduate. [See EIF]

A student dismissed from a special education program who achieved satisfactory performance on an alternate EOC assessment while enrolled in a special education program is not required to take and achieve satisfactory performance on the general EOC assessment to graduate. A student who took an EOC assessment while enrolled in a special education program is not required to retake and achieve satisfactory performance on the EOC assessment if the student's ARD committee determined that the student was not required to achieve satisfactory performance on the EOC assessment to graduate. A student dismissed from a special education program must achieve satisfactory performance on any remaining EOC assessments that the student is required to take. If the student fails to achieve satisfactory performance on no more than two of the remaining EOC assessments, the student is eligible for IGC review under Education Code 28.0258 and is subject to the IGC provisions above. [See Individual Graduation Committee, above]

19 TAC 101.3022(f)

For more information on graduation requirements for special education students, see EIF.

Credit by Examination

An EOC assessment administered under Education Code 39.023(c) cannot be used for purposes of credit by examination under 19 Administrative Code 74.24. [See EHDB, EHDC] *19 TAC 101.3021(c)*

Additional State Assessments

TEA may adopt EOC assessment instruments for courses not listed in statute, as described above. A student's performance on these EOC assessment instruments is not subject to the performance requirements established for the statutory assessments. *Education Code 39.023(c-2)*

Retakes

Each time an EOC assessment instrument is administered, a student who failed to achieve a score requirement may retake the assessment instrument. [See Satisfactory Performance, above]

A student is not required to retake a course as a condition of retaking an EOC assessment instrument.

If a student failed a course but achieved satisfactory performance on the applicable EOC assessment, that student is not required to retake the assessment if the student is required to retake the course.

Education Code 39.025(b); 19 TAC 101.3021(f), .3022(d)

Reporting Results

To the Public

Overall student performance data, aggregated by ethnicity, sex, grade level, subject area, campus, and district, shall be made available to the public, with appropriate interpretations, at regularly scheduled meetings of a board, after receipt from TEA. The information shall not contain the names of individual students or teachers. *Education Code 39.030(b)*

To the Board

A superintendent shall accurately report all test results with appropriate interpretations to a board according to the schedule in the applicable test administration materials.

To Parents, Students, and Teachers

A district shall notify each of its students, his or her parent or guardian, and his or her teacher for that subject of test results, observing confidentiality requirements stated at Confidentiality of Results, below. All test results shall be included in each student's academic achievement record and shall be furnished for each student transferring to another district or charter school or private school. The scoring contractor will provide districts with the results of the machine-scorable assessments within a 21-day period following the close of the testing window. Upon receipt of the assessment results from the test contractor, a district shall disclose a student's assessment results to a student's teacher in the same subject area as the assessment for that school year. [See BQ series, FD, and FL]

19 TAC 101.3014(a)–(d)

TEA shall adopt a series of questions to be included in an EOC assessment instrument administered under Education Code 39.023(c) to be used for purposes of identifying students who are likely to succeed in an advanced high school course. A district shall notify a student who performs at a high level on the questions and the student's parent or guardian of the student's performance and potential to succeed in an advanced high school course. A district may not require a student to perform at a particular level on the

questions to be eligible to enroll in an advanced high school course. *Education Code 39.0233(b)*

Parents Right-to-Know Under ESEA

As a condition of receiving assistance under Title I, Part A of the Elementary and Secondary Education Act (ESEA) (20 U.S.C. 6301 et seq.), a district shall provide to each individual parent of a child who is a student in such school, with respect to such student information on the level of achievement and academic growth of the student, if applicable and available, on each of the state academic assessments required under Part A. *20 U.S.C. 6312(e)(1)(B)(i)*

Parental Access

A parent is entitled to access to a copy of each state assessment instrument administered to the parent's child. This right of access does not apply, however, to those instruments or particular questions that are being field-tested by TEA. *Education Code 26.005, .006(a)(2), 39.023(e)*

Out-of-State Transfers

A district shall accurately report to TEA whether that student transferred into the district from out of state during the current school year.

Procedures for the reporting of out-of-state-transfer students to TEA shall be established in the applicable test administration materials. A district shall follow procedures specified in those test administration materials.

The assessment results of the out-of-state transfer students shall be reported separately to districts from the results of the district's other students in addition to the current reporting of assessment results for all students and other student subsets.

19 TAC 101.3014(e)

Accelerated Instruction

Each time a student fails to perform satisfactorily on an assessment instrument administered under Education Code 39.023(a) in the third, fourth, fifth, sixth, seventh, or eighth grade, the district in which the student attends school shall provide to the student accelerated instruction in the applicable subject area during the subsequent summer or school year and either:

1. Allow the student to be assigned a classroom teacher who is certified as a master, exemplary, or recognized teacher under the local optional teacher designation system [see DEAA] for the subsequent school year in the applicable subject area; or
2. Provide the student supplemental instruction under Education Code 28.0211(a-4). [See EHBC]

Education Code 28.0211(a-1)

A district shall provide each student who fails to perform satisfactorily on an EOC assessment instrument with accelerated instruction under Education Code 28.0217 in the subject assessed by the assessment instrument. *Education Code 39.025(b-1)* [See EHBC]

College Readiness

Each district shall partner with at least one institution of higher education to develop and provide courses in college preparatory mathematics and English language arts. The courses must be designed:

1. For students at the grade 12 level whose performance on:
    a. An EOC assessment instrument required under Education Code 39.023(c) does not meet college readiness standards; or
    b. Coursework, a college entrance examination, or an assessment instrument designated under Education Code 51.334(a) indicates that the student is not ready to perform entry-level college coursework; and
2. To prepare students for success in entry-level college courses.

A course must be provided on the campus of the high school offering the course or through distance learning or as an online course provided through the institution of higher education with which the district partners.

Faculty

Appropriate faculty of each high school offering courses and appropriate faculty of each institution of higher education with which the district partners shall meet regularly as necessary to ensure that each course is aligned with college readiness expectations.

Notice

Each district shall provide a notice to each eligible student and the student's parent or guardian regarding the benefits of enrolling in a course.

Credit Earned

A student who successfully completes an English language arts course may use the credit earned toward satisfying the advanced English language arts curriculum requirement for the foundation high school program under Education Code 28.025(b-1)(1). A student who successfully completes a mathematics course may use the credit earned in the course toward satisfying an advanced mathematics curriculum requirement under Education Code 28.025 after completion of the mathematics curriculum requirements for the foundation high school program under Education Code 28.025(b-1)(2).

Dual Credit

A course may be offered for dual credit at the discretion of the institution of higher education with which a district partners.

Instructional Materials

Each district, in consultation with the institution of higher education with which the district partners, shall develop or purchase instructional materials for a course consistent with Education Code Chapter 31. The instructional materials must include technology resources that enhance the effectiveness of the course and draw on established best practices.

Education Code 28.014

Security and Confidentiality

All assessment instruments included in the student assessment program are considered secure, and the contents of these tests, including student information used or obtained in their administration, are confidential.

Districts and campuses and the superintendent and campus principals in each district and campus shall:

1. Implement and ensure compliance with state test administration procedures and training activities;
2. Notify TEA as soon as the district becomes aware of any alleged or suspected violation of the security or confidential integrity of a test [see Violations, below];
3. Report all confirmed testing violations to TEA within ten working days of the district becoming aware of the violation in accordance with the reporting process stipulated in the test administration materials;
4. Ensure that the only individuals with access to secure test materials are district employees who have:
    a. Met the requirements to participate in the student assessment program;
    b. Received training in test security and test administration procedures; and
    c. Signed an oath affirming they understand their obligation to maintain and preserve the security and confidentiality of all state assessments and student information, acknowledge their responsibility to report any suspected testing violation, and are aware of the range of penalties that may result from a violation of test security and confidentiality or a departure from test administration procedures; and
5. Ensure the security of the test materials as required by 19 Administrative Code 101.3031(a)(2)(E).

19 TAC 101.3031(a)(1)–(2)

Violations

Violations of the security and confidential integrity of a test include:

1. Directly or indirectly assisting students with responses to test questions;
2. Tampering with student responses;
3. Falsifying holistic ratings or student responses;
4. Viewing secure test content before, during, or after an administration unless specifically authorized by TEA or by the procedures outlined in the test administration materials;
5. Discussing or disclosing secure test content or student responses;
6. Scoring students' tests, either formally or informally;
7. Duplicating, recording, or electronically capturing confidential test content unless specifically authorized by TEA or by the procedures outlined in the test administration materials;
8. Responding to secure test questions;
9. Fraudulently exempting or preventing a student from participating in the administration of a required state assessment;
10. Receiving or providing unallowable assistance during calibration activities (e.g., taking notes, providing answer sheets, or sharing answers);
11. Encouraging or assisting an individual to engage in the conduct described above or in any other serious violation of security and confidentiality;
12. Failing to report to an appropriate authority that an individual has engaged or is suspected of engaging in the above conduct or in any other serious violation of security and confidentiality under this provision;
13. Failing to implement sufficient procedures to prevent student cheating; and
14. Failing to implement sufficient procedures to prevent alteration of test documents by anyone other than the student.

Consequences

If a district determines that a student has cheated or attempted to cheat on a state assessment either by providing or receiving direct assistance, the district shall invalidate the student's test results.

Any violation of test security or confidential integrity may result in TEA:

1. Invalidating student test results;
2. Referring certified educators to the State Board for Educator Certification (SBEC) for sanctions in accordance with 19 Administrative Code Chapter 247 (Educators' Code of Ethics) and Chapter 249 (Disciplinary Proceedings, Sanctions, and Contested Cases); and
3. Lowering the district's accreditation status or a district's or campus's accountability rating in accordance with Education Code 39.003(d), or appointment of a monitor, conservator, or management team to the district in accordance with Education Code Chapter 39A.

Test Administration Procedures

Test administration procedures shall be delineated in the test administration materials provided to districts annually. Districts must comply with all of the applicable requirements specified in the test administration materials.

Districts shall ensure that test coordinators and administrators receive training to ensure that testing personnel have the necessary skills and knowledge required to administer assessment instruments in a valid, standardized, and secure manner.

Records Retention

As part of test administration procedures, the commissioner shall require districts to maintain records related to the security of assessment instruments for five years.

19 TAC 101.3031(a)(3)–(d)

Disciplinary Action and Penalties

SBEC may take disciplinary action against a person who has violated the security or integrity of any assessment required by Education Code Chapter 39, Subchapter B or has committed an act that is a departure from the test administration procedures established by the commissioner under 19 Administrative Code Chapter 101.

The superintendent and campus principal must develop procedures to ensure the security and confidentiality of the tests and will be responsible for notifying TEA in writing of conduct that violates the security or confidentiality of a test. Failure to report can subject the person responsible to the applicable penalties.

19 TAC 249.15(a)–(b), (g)(8)

Minimize Disruptions

In implementing the commissioner’s procedures for the administration of assessment instruments adopted or developed under Education Code 39.023, including procedures designed to ensure the security of the assessment, a district shall minimize disruptions to

school operations and the classroom environment. *Education Code 39.0301(a-1)*

Confidentiality of Results

Individual student performance results are confidential and may be released only in accordance with the Family Educational Rights and Privacy Act of 1974. *Education Code 39.030(b)* [See FL and GBA]

Note: The terms English language learner, English learner, limited English proficient student, and emergent bilingual student are used interchangeably.

Language Proficiency Assessment Committee (LPAC)

The language proficiency assessment committee (LPAC) [see EHBE] shall select the appropriate assessment option for English language learners, as defined by Education Code Chapter 29, Subchapter B, as a student of limited English proficiency (LEP), in accordance with 19 Administrative Code 101.1005. The LPAC assessment decisions must be made on an individual student basis in accordance with administrative procedures established by the Texas Education Agency (TEA).

Documentation

The LPAC shall document in the student's permanent record file:

1. The decisions and justifications related to English language proficiency assessments under 19 Administrative Code 101.1003;
2. The decisions and justifications related to selecting the appropriate assessment option under 19 Administrative Code 101.1005; and
3. In conjunction with the admission, review, and dismissal (ARD) committee, the need for allowable testing accommodations under 19 Administrative Code 101.1003 and .1005.

19 TAC 101.1003(b), (c), .1005(a), (c)

Definitions

"Recent unschooled immigrant" means an immigrant who initially enrolled in a school in the United States not more than 12 months before the date of the administration of an assessment and who, as a result of inadequate schooling outside of the United States, lacks the necessary foundation in the essential knowledge and skills of the curriculum determined by the LPAC. *Education Code 39.027(g)*

"Unschooled asylee or refugee" means a student who:

1. Initially enrolled in a school in the United States as:
   a. An asylee as defined by 45 C.F.R. 400.41; or
   b. A refugee as defined by 8 U.S.C. 1101;
2. Has a visa issued by the U.S. Department of State with a Form I-94 Arrival/Departure record, or a successor document, issued by the U.S. Citizenship and Immigration Services that is stamped with "Asylee," "Refugee," or "Asylum"; and

3. As a result of inadequate schooling outside of the United States, lacks the necessary foundation in the essential knowledge and skills of the curriculum prescribed under Education Code 28.002, as determined by the LPAC established under Education Code 29.063.

Education Code 39.027(a-1); 19 TAC 101.1005(c)

"Inadequate schooling outside the United States" is defined as little or no formal schooling outside the United States such that the asylee or refugee lacks basic literacy in his or her primary language upon enrollment in school in the United States. *19 TAC 101.1005(d)*

English Language Proficiency Tests

In kindergarten through grade 12, an English learner shall be administered state-identified English language proficiency assessments annually in listening, speaking, reading, and writing to fulfill state assessment requirements under Education Code Chapter 39, Subchapter B, [see EKB] and federal requirements. *19 TAC 101.1003(a)*

Limitations on Exemptions

First Year After Enrollment

An emergent bilingual student may be administered an accommodated or alternative assessment instrument or may be granted an exemption from or a postponement of the administration of the state assessment for up to one year after initial enrollment in a school in the United States if the student has not demonstrated proficiency in English as determined by the assessment system developed to evaluate academic progress of an emergent bilingual student. *Education Code 39.027(a)(1)*

Subsequent Years

An emergent bilingual student granted the initial exemption period above may be administered an accommodated or alternative assessment instrument or may be granted an exemption from or a postponement of the administration of the state assessment for up to:

1. An additional two years if the student is a recent unschooled immigrant or is in a grade for which no assessment instrument in the primary language of the student is available; or

2. An additional four years if the student's initial enrollment in a school in the United States was as an unschooled asylee or refugee.

The LPAC must determine that the student lacks the academic language proficiency in English necessary for an assessment in English to measure the student's academic progress in a valid, reliable manner.

Minimum Days for Enrollment

Regardless of the date on which the student initially enrolled in a school in the United States, unless a student is enrolled in a school in the United States for a period of at least 60 consecutive days during a year, the student may not be considered to be enrolled in a school in the United States for that year for the purpose of determining a number of years under Education Code 39.027(a)(1), (2), or (3).

Education Code 39.027(a)(1)–(2), (a-1), (a-2), (g)

Testing in Grades 3–8

An English language learner shall participate in the grades 3–8 assessments and, except as provided below, shall be administered the general form of the English-version state assessment.

Spanish-Version Assessment

A Spanish-speaking English language learner in grades 3–5 may be administered the state's Spanish-version assessment if an assessment in Spanish will provide the most appropriate measure of the student's academic progress.

Linguistically Accommodated Assessments

An English language learner in grade 3 or higher may be administered the linguistically accommodated English version of the state's mathematics, science, or social studies assessment if:

1. A Spanish-version assessment does not exist or is not the most appropriate measure of the student's academic progress;
2. The student has not yet demonstrated English language proficiency in reading as determined by the English language proficiency assessments required above [see English Language Proficiency Tests, above]; and
3. The student has been enrolled in U.S. schools for three school years or less or qualifies as an unschooled asylee or refugee enrolled in U.S. schools for five school years or less [see Definitions, above].

Exemption for Asylee or Refugee

An unschooled asylee or refugee who meets the criteria at Spanish-Version Assessment and Linguistically Accommodated Assessments above shall be granted an exemption from an administration of an assessment instrument under Education Code 39.023(a), (b), or (l). This exemption will only apply during the school year an unschooled asylee or refugee is first enrolled in a U.S. public school.

19 TAC 101.1005(b), (c)

Refusal of Services

An English language learner whose parent or guardian has declined bilingual education/ESL services is not eligible for special assessment, accommodation, or accountability provisions made

available to English language learners on the basis of limited English proficiency. *19 TAC 101.1005(f)*

End-of-Course Assessments

An English language learner shall participate in the end-of-course assessments as required by Education Code 39.023(c) and, except as provided below, shall be administered the general form of the English-version state assessment. *19 TAC 101.1005(b)*

An English language learner shall not be exempt from taking an end-of-course assessment for reasons associated with limited English proficiency or inadequate schooling outside the United States, except as provided below.

Exception

If an English language learner enrolled in English I or English for Speakers of Other Languages I has not yet demonstrated English language proficiency in reading as determined by the English language proficiency assessments required above [see English Language Proficiency Tests, above] and has been enrolled in U.S. schools for three school years or less, or qualifies as an unschooled asylee or refugee enrolled in U.S. schools [see Definitions, above] for five school years or less, then he or she shall not be required to retake the applicable English I assessment in which the student is enrolled each time it is administered if the student passes the course but fails to achieve the passing standard on the assessment [See EKB]

19 TAC 101.1007(a), (b)

Individual Graduation Committees

An emergent bilingual student who qualifies for the English I special exception in 19 Administrative Code 101.1007, above, may graduate without an individual graduation committee (IGC) if the student achieves satisfactory performance on the remaining end-of-course (EOC) assessments that the student is required to take.

The qualifying emergent bilingual student becomes eligible for IGC review by failing to achieve satisfactory performance on the English I EOC assessment and one other EOC assessment or by failing to achieve satisfactory performance on no more than two of the remaining EOC assessments if the student achieved satisfactory performance on the English I EOC assessment.

If a qualifying emergent bilingual student does graduate by means of an IGC, the student is required to complete IGC requirements for each course in which the student did not achieve satisfactory performance on the EOC assessment for that course.

19 TAC 101.3022(e)(2)

Non-LEP Students

School districts may administer the assessment of academic skills in Spanish to a student who is not identified as limited English proficient but who participates in a bilingual program if the LPAC determines the assessment in Spanish to be the most appropriate measure of the student's academic progress. *19 TAC 101.1005(g)*

Special Education

Selecting Assessments

For each English language learner who receives special education services, the student's ARD committee in conjunction with the student's LPAC shall select the appropriate assessments.

The ARD committee shall document the decisions and justifications in the student's individualized education program (IEP).

19 TAC 101.1005(a)

In rare cases, the ARD committee in conjunction with the LPAC may determine that it is not appropriate for an English learner who receives special education services to participate in the general required English language proficiency assessment [see English Language Proficiency Tests, above] for reasons associated with the student's particular disability. Students with the most significant cognitive disabilities who cannot participate in the general English language proficiency assessment, even with allowable accommodations, shall participate in the alternate English language proficiency assessment to meet federal requirements. The ARD committee shall document the decisions and justifications in the student's IEP, and the LPAC shall document the decisions and justifications in the student's permanent record file. *19 TAC 101.1003(b)*

In the case of an English learner who receives special education services, the ARD committee in conjunction with the LPAC shall determine and document the need for allowable testing accommodations in accordance with administrative procedures established by TEA. *19 TAC 101.1003(c)*

Alternative Assessment Instruments

In certain cases, an English learner who receives special education services may, as a result of his or her particular disabling condition, qualify to be administered an alternative assessment instrument based on alternative achievement standards. *19 TAC 101.1005(b)*

An unschooled asylee or refugee who meets these criteria shall be granted an exemption from an administration of an assessment instrument under Education Code 39.023(a), (b), or (l). This exemption will only apply during the school year an unschooled asylee or refugee is first enrolled in a U.S. public school. *19 TAC 101.1005(c)*

Testing Accommodations	The LPAC in conjunction with the ARD committee shall determine and document any allowable testing accommodations for assessments in accordance with administrative procedures established by TEA. *19 TAC 101.1005(e)*

Nondiscrimination

A district shall provide equal opportunities to all individuals within its jurisdiction or geographic boundaries. *Education Code 1.002(a)*

No officer or employee of a district shall, when acting or purporting to act in an official capacity, refuse to permit any student to participate in any school program because of the student's race, religion, color, sex, or national origin. *Civ. Prac. & Rem. Code 106.001*

A district may not deny services to any individual eligible to participate in its special education program, but it shall provide individuals with disabilities special educational services as authorized by law. *Education Code 1.002(b)*

Federal Funding Recipients

No person shall be excluded from participation in, denied the benefits of, or subjected to discrimination by any district that receives federal financial assistance, on the basis of any of the following protected characteristics:

1. Sex.
2. Race, color, or national origin.
3. Disability, or relationship or association with an individual with a disability. [See EHB, EHBA series, and GA]
4. Age.

20 U.S.C. 1681 (Title IX); 42 U.S.C. 2000d (Title VI); 20 U.S.C. 1400 et seq. (Individuals with Disabilities Education Act); 29 U.S.C. 794 (Section 504); 42 U.S.C. 12132 (Americans with Disabilities Act [ADA]); 42 U.S.C. 6101 et. seq. (Age Discrimination Act of 1975)

Sexual Harassment

Sexual harassment of students in an education program or activity is discrimination on the basis of sex under Title IX. *Franklin v. Gwinnett County Schools, 503 U.S. 60 (1992)*

A district's treatment of a complainant or a respondent in response to a formal complaint of sexual harassment may constitute discrimination on the basis of sex under Title IX. *34 C.F.R. 106.45(a)*

[See also DIA and FFH]

Grievance Procedures

A district must adopt and publish grievance procedures for prompt and equitable resolution of student complaints alleging any action that would be prohibited by these provisions. *34 C.F.R. 106.8 (Title IX), 104.7(b) (Section 504)* [See FFH]

Retaliation

A district shall not coerce, intimidate, threaten, retaliate or discriminate against, or interfere with any person who attempts to assert a right protected by the above laws or cooperates with investigation

and enforcement proceedings under these laws. *34 C.F.R. 100.7(e) (Title VI), 104.61 (Section 504), 106.71 (Title IX)* [See FFH]

Students with Learning Difficulties

The Texas Education Agency shall produce and provide to school districts a written explanation of the options and requirements for providing assistance to students who have learning difficulties or who need or may need special education. The explanation must state that a parent is entitled at any time to request an evaluation of the parent's child for special education services under Education Code 29.004 or for aids, accommodations, or services under Section 504, Rehabilitation Act of 1973 (29 U.S.C. Section 794). Each school year, a district shall provide the written explanation to a parent of each district student by including the explanation in the student handbook or by another means. *Education Code 26.0081(c)*

Disability Discrimination

ADA

Under the Americans with Disabilities Act (ADA), no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a district, or be subjected to discrimination by the district. *42 U.S.C. 12132; 28 C.F.R. 35.130*

Section 504

Under Section 504 of the Rehabilitation Act, no otherwise qualified individual with a disability shall, solely by reason of her or his disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. *29 U.S.C. 794(a)*

Designation of Responsible Employee

A district shall designate at least one employee to coordinate its efforts to comply with Section 504 and the ADA. The district shall make available to all interested individuals the name, office address, and telephone number of the employee(s) so designated. *34 C.F.R. 104.7(a), 28 C.F.R. 35.107*

Definitions

Student with a Disability

A "student with a disability" is one who has a physical or mental impairment that substantially limits one or more of the student's major life activities, has a record of having such an impairment, or is being regarded as having such an impairment.

The determination of whether an impairment substantially limits a major life activity shall be made without regard to the ameliorative effects of mitigating measures, such as medication, medical supplies, low-vision devices (which do not include ordinary eyeglasses or contact lenses), prosthetics, hearing aids, mobility devices, oxygen therapy, assistive technology, or learned behavioral or adaptive neurological modifications.

An impairment that substantially limits one major life activity need not limit other major life activities in order to be considered a disability. An impairment that is episodic or in remission is a disability if it would substantially limit a major life activity when active.

A student meets the requirement of being "regarded as" having an impairment if the student establishes that he or she has been subjected to a prohibited action because of an actual or perceived physical or mental impairment whether or not the impairment limits or is perceived to limit a major life activity. This provision does not apply to impairments that are transitory or minor. A transitory impairment is one with an actual or expected duration of 6 months or less.

29 U.S.C. 705(20)(B), 42 U.S.C. 12102(1), (3)–(4)

Qualified Individual with a Disability — The term "qualified individual with a disability" means an individual with a disability who, with or without reasonable modifications to rules, policies, or practices, the removal of architectural, communication, or transportation barriers, or the provision of auxiliary aids and services, meets the essential eligibility requirements for the receipt of services or the participation in programs or activities provided by a district. *42 U.S.C. 12131(2)*

Major Life Activities — "Major life activities" include caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working. "Major life activity" also includes the operation of major bodily functions, including functions of the immune system, normal cell growth, and digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions. *42 U.S.C. 12102(2)*

Reasonable Modification — A district shall make reasonable modifications in policies, practices, or procedures when the modifications are necessary to avoid discrimination on the basis of disability, unless the district can demonstrate that making the modifications would fundamentally alter the nature of the service, program, or activity. *28 C.F.R. 35.130(b)(7)*

Direct Threat — "Direct threat" means a significant risk to the health or safety of others that cannot be eliminated by a modification of policies, practices or procedures, or by the provision of auxiliary aids or services as provided below. *28 C.F.R. 35.104*

The ADA does not require a district to permit an individual to participate in or benefit from the services, programs, or activities of that district when that individual poses a direct threat to the health or safety of others.

In determining whether an individual poses a direct threat to the health or safety of others, a district must make an individualized assessment, based on reasonable judgment that relies on current medical knowledge or on the best available objective evidence, to ascertain:

1. The nature, duration, and severity of the risk;
2. The probability that the potential injury will actually occur; and
3. Whether reasonable modifications of policies, practices, or procedures or the provision of auxiliary aids or services will mitigate the risk.

28 C.F.R. 35.139

Free Appropriate Public Education (FAPE)

A district shall provide a free appropriate public education to each qualified student with a disability within the district's jurisdiction, regardless of the nature or severity of the student's disability.

A student with a disability is "qualified" if he or she is between the ages of three and 21, inclusive. *20 U.S.C. 1412(a)(1); 34 C.F.R. 104.3(l)(2)*

An appropriate education is the provision of regular or special education and related services that are:

1. Designed to meet the student's individual educational needs as adequately as the needs of students who do not have disabilities are met; and
2. Based on adherence to procedures that satisfy federal requirements for educational setting, evaluation and placement, and procedural safeguards, as set forth below.

34 C.F.R. 104.33(b)

Implementation of an individualized education program (IEP) under IDEA is one means for providing FAPE. *34 C.F.R. 104.33(b)(2)*

Note: See EHBA series for policies regarding the provision of special education to students with disabilities under IDEA who require special education in order to benefit from a free appropriate public education.

Educational Setting

A district shall place a student with a disability in the regular educational environment, unless the district demonstrates that education in the regular environment with the use of supplemental aids and services cannot be achieved satisfactorily. *34 C.F.R. 104.34(a)*

In providing or arranging for nonacademic and extracurricular services and activities, a district shall ensure that a student with a disability participates with students who do not have disabilities to the maximum extent appropriate to the needs of the student with a disability. *34 C.F.R. 104.34(b), 104.37*

Evaluation and Placement

A district shall conduct an evaluation of any person who, because of disability, needs or is believed to need special education or related services before taking any action with respect to the initial placement of the person in regular or special education and any subsequent significant change in placement.

Evaluation Procedures

A district shall establish standards and procedures for the evaluation and placement which ensure that:

1. Tests and other evaluation materials have been validated for the specific purpose for which they are used and are administered by trained personnel in conformance with the instructions provided by their producer;

2. Tests and other evaluation materials include those tailored to assess specific areas of educational need and not merely those which are designed to provide a single general intelligence quotient; and

3. Tests are selected and administered so as best to ensure that, when a test is administered to a student with impaired sensory, manual, or speaking skills, the test results accurately reflect the student's aptitude or achievement level or whatever other factor the test purports to measure, rather than reflecting the student's impaired sensory, manual, or speaking skills (except where those skills are the factors that the test purports to measure).

Placement Procedures

In interpreting evaluation data and in making placement decisions, a district shall:

1. Draw upon information from a variety of sources, including aptitude and achievement tests, teacher recommendations, physical condition, social and cultural background, and adaptive behavior;

2. Establish procedures to ensure that information obtained from all such sources is documented and carefully considered;

3. Ensure that the placement decision is made by a group of persons, including persons knowledgeable about the child, the meaning of the evaluation data, and the placement options; and

4. Ensure that the placement decision is made in conformity with 34 C.F.R. 104.34.

Reevaluation

A district shall establish procedures for periodic reevaluation of students who have been provided special education and related services. A reevaluation procedure consistent with the Education for the Handicapped Act [now IDEA] is one means of meeting this requirement.

34 C.F.R. 104.35

Military Dependents

In compliance with the requirements of Section 504, and with Title II of the Americans with Disabilities Act (42 U.S.C. Sections 12131–12165), the district shall make reasonable accommodations and modifications to address the needs of incoming military dependents with disabilities, subject to an existing Section 504 or Title II Plan, to provide the student with equal access to education. This does not preclude the district from performing subsequent evaluations to ensure appropriate placement of the student. *Education Code 162.002 art. V, § C* [See FDD]

Procedural Safeguards

A district shall establish a system of procedural safeguards with respect to the identification, evaluation, and educational placement of persons who need or are believed to need special instruction or related services.

The system shall include notice, an opportunity for the student's parent or guardian to examine relevant records, an impartial hearing with the opportunity for participation by the student's parents or guardian and representation by counsel, and a review procedure. Compliance with the procedural safeguards of IDEA is one means of meeting this requirement. *34 C.F.R. 104.36*

Children Who Are Homeless

A district shall adopt policies and practices to ensure that homeless children are not stigmatized or segregated on the basis of their homeless status. [See FDC]

Liaison

A district shall designate an appropriate staff person, able to carry out the required duties, as the district liaison for homeless children. A district shall inform school personnel, service providers, advocates working with homeless families, parents and guardians of homeless children, and homeless children of the duties of the liaison. [See FFC]

42 U.S.C. 11432(g)(1)(J)(i), (ii), (g)(6)(B)

Religious Freedom

A district may not substantially burden a student's free exercise of religion, unless the burden is in furtherance of a compelling governmental interest and is the least restrictive means of furthering

that interest. *Civ. Prac. & Rem. Code 110.003* [See also DAA and GA]

Adverse Action Prohibited

Notwithstanding any other law, a district may not take any adverse action against any person based wholly or partly on the person's membership in, affiliation with, or contribution, donation, or other support provided to a religious organization. *Gov't Code 2400.002* [See GA]

Discrimination on the Basis of Sex

Title IX

No person in the United States shall, on the basis of sex, be excluded from participation in, denied the benefits of, or be subjected to discrimination by any district receiving federal financial assistance. *20 U.S.C. 1681(a)* [See FFH for information regarding Title IX coordinator designation, policy notification, and complaint procedures.]

A district shall not provide any course or otherwise carry out any of its educational programs or activities separately on the basis of sex, or require or refuse participation therein on the basis of sex, including health, physical education, industrial, business, vocational, technical, home economics, music, and adult education courses. *34 C.F.R. 106.34* [See FFH for information on sexual harassment that may constitute discrimination on the basis of sex under Title IX.]

Separate Facilities

A district may provide separate toilet, locker room, and shower facilities on the basis of sex, but the facilities provided for one sex shall be comparable to the facilities provided for the other sex. *34 C.F.R. 106.33*

Human Sexuality Classes

Portions of classes in elementary and secondary school that deal primarily with human sexuality may be conducted in separate sessions for boys and girls.

Vocal Music Activities

A district may make requirements based on vocal range or quality that may result in a chorus or choruses of one or predominantly one sex.

34 C.F.R. 106.34

Single-Sex Programs

A district shall not, on the basis of sex, exclude any student from admission to an institution of vocational education or any other school or educational unit operated by the district. *34 C.F.R. 106.35*

Pregnancy and Marital Status

A recipient shall not apply any rule concerning a student's actual or potential parental, family, or marital status that treats students differently on the basis of sex. *34 C.F.R. 106.40* [See FND]

Physical Education Classes

A district may group students in physical education classes and activities by ability as assessed by objective standards of individual performance developed and applied without regard to sex.

Skills Assessment

Where use of a single standard of measuring skill or progress in physical education classes has an adverse effect on members of one sex, a district shall use appropriate standards that do not have such effect.

Contact Sports

A district may separate students by sex within physical education classes or activities during participation in wrestling, boxing, rugby, ice hockey, football, basketball, and other sports the purpose or major activity of which involves bodily contact.

34 C.F.R. 106.34, .43

Athletic Programs

A district shall not discriminate, on the basis of sex, in interscholastic or intramural athletics or provide any such athletics separately on such basis.

Single-Sex Teams

A district may operate or sponsor separate teams for members of each sex where selection for such teams is based upon competitive skill or the activity involved is a contact sport. However, where a recipient operates or sponsors a team in a particular sport for members of one sex but not for members of the other sex, and athletic opportunities for members of that sex have previously been limited, members of the excluded sex must be allowed to try-out for the team offered unless the sport involved is a contact sport.

Equal Athletic Opportunities

A district that operates or sponsors interscholastic or intramural athletics shall provide equal athletic opportunity for members of both sexes. The following factors shall be considered in determining whether a district provides equal athletic opportunities:

1. Whether the selection of sports and levels of competition effectively accommodate the interests and abilities of members of both sexes;
2. Provision of equipment and supplies;
3. Scheduling of games and practice time;
4. Travel and per diem allowance;
5. Opportunity to receive coaching and academic tutoring;
6. Assignment and compensation of coaches and tutors;
7. Provision of locker rooms and practice and competitive facilities;
8. Provision of medical and training facilities and services;

9. Provision of housing and dining facilities and services; and

10. Publicity.

34 C.F.R. 106.41

Wellness Policy

Each district must establish a local school wellness policy for all schools participating in the National School Lunch Program and/or School Breakfast program under the jurisdiction of the district. The local school wellness policy is a written plan that includes methods to promote student wellness, prevent and reduce childhood obesity, and provide assurance that school meals and other food and beverages sold and otherwise made available on the school campus during the school day are consistent with applicable minimum federal standards. *7 C.F.R. 210.31(a)*

School Day

"School day" means the period from the midnight before, to 30 minutes after the end of the official school day. *7 C.F.R. 210.11(a)(5)*

School Campus

"School campus" means all areas of the property under the jurisdiction of the school that are accessible to students during the school day. *7 C.F.R. 210.11(a)(4)*

Contents

At a minimum, a local school wellness policy must contain:

1. Specific goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness. In developing these goals, a district must review and consider evidence-based strategies and techniques;
2. Standards for all foods and beverages provided, but not sold, to students during the school day on each participating school campus under the jurisdiction of the district;
3. Standards and nutrition guidelines for all foods and beverages sold to students during the school day on each participating school campus under the jurisdiction of the district that:
    a. Are consistent with applicable requirements set forth in 7 C.F.R. 210.10 (meal requirements for lunches and after-school snacks) and 220.8 (meal requirements for breakfasts);
    b. Are consistent with the nutrition standards set forth under 7 C.F.R. 210.11 (competitive food service and standards);
    c. Permit marketing on the school campus during the school day of only those foods and beverages that meet the nutrition standards under 7 C.F.R. 210.11; and
    d. Promote student health and reduce childhood obesity;
4. Identification of the position of the district or school official(s) responsible for the implementation and oversight of the local

school wellness policy to ensure each school's compliance with the policy;

5. A description of the manner in which parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the general public are provided an opportunity to participate in the development, implementation, and periodic review and update of the local school wellness policy; and

6. A description of the plan for measuring the implementation of the local school wellness policy, and for reporting local school wellness policy content and implementation issues to the public as required below.

Public Involvement and Notification

A district must:

1. Permit parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the general public to participate in the development, implementation, and periodic review and update of the local school wellness policy.

2. Inform the public about the content and implementation of the local school wellness policy, and make the policy and any updates available to the public annually.

3. Inform the public about progress toward meeting the goals of the local school wellness policy and compliance with the local school wellness policy by making the triennial assessment, as required at item 2 under Implementation Assessments and Updates below, available to the public in an accessible and easily understood manner.

Implementation Assessments and Updates

A district must:

1. Designate one or more district or school officials to ensure that each participating school complies with the local school wellness policy.

2. At least once every three years, assess schools' compliance with the local school wellness policy, and make assessment results available to the public. The assessment must measure the implementation of the local school wellness policy, and include:

a. The extent to which schools under the jurisdiction of the district are in compliance with the local school wellness policy;

b. The extent to which the district's local school wellness policy compares to model local school wellness policies; and

c. A description of the progress made in attaining the goals of the local school wellness policy.

3. Make appropriate updates or modifications to the local school wellness policy, based on the triennial assessment.

Recordkeeping

A district must retain records to document compliance with the requirements of this policy. These records include, but are not limited to:

1. The written local school wellness policy;

2. Documentation demonstrating compliance with community involvement requirements, including requirements to make the local school wellness policy and triennial assessments available to the public as required at Implementation Assessments and Updates above; and

3. Documentation of the triennial assessment of the local school wellness policy for each school under its jurisdiction.

Healthy, Hunger-Free Kids Act of 2010, Pub. L. No. 111-296, sec. 204, 124 Stat. 3183 (2010) [42 U.S.C. 1758b]; 7 C.F.R. 210.31(c)–(f)

[See CO for requirements relating to food services management, EHAA for state law requirements relating to health education, and FJ for requirements relating to food and beverage fundraisers.]

Change in Health Services

Before a district or a school may expand or change the health-care services available at a school in the district from those that were available on January 1, 1999, the board must:

1. Hold a public hearing at which the board provides an opportunity for public comment and discloses all information on the proposed health-care services, including:

a. All health-care services to be provided;

b. Whether federal law permits or requires any health-care service provided to be kept confidential from parents;

c. Whether a child's medical records will be accessible to the parent;

d. Information concerning grant funds to be used;

e. The titles of persons who will have access to the medical records of a student; and

f. The security measures that will be used to protect the privacy of students' medical records.

2. Approve the expansion or change by a record vote.

Education Code 38.012

[For information regarding school-based health centers, see FFAE.]

School-Based Health Centers

A district may, if it identifies the need, design a model for the delivery of cooperative health-care programs for students and their families and may compete for grants to provide such programs. The model program may provide for delivery of conventional health services and disease prevention of emerging health threats that are specific to a district.

On the recommendation of an advisory council [see Advisory Council, below] or on the initiative of the board, a district may establish a school-based health center at one or more campuses to meet the health-care needs of students and their families. A district may contract with a person to provide services at a school-based health center.

Education Code 38.051

Programs Goals

All health-care programs should be designed to meet the following goals:

1. Reducing student absenteeism;
2. Increasing a student's ability to meet the student's academic potential; and
3. Stabilizing the physical well-being of a student.

Education Code 38.063(c)

Consent Required

A school-based health center may provide services to a student only if a district or the provider with whom a district contracts obtains the written consent of the student's parent or guardian or another person having legal control of the student. The student's parent or guardian or another person having legal control of the student may give consent to receive ongoing services or may limit consent to one or more services provided on a single occasion. The consent form must list every service the center delivers in a format that complies with all applicable state and federal laws and allows a person to consent to one or more categories of services. *Education Code 38.053*

Permissible Services

The permissible categories of services are:

1. Family and home support;
2. Physical health care, including immunizations;
3. Dental health care;
4. Health education;
5. Preventive health strategies;

6. Treatment for mental health conditions [see FFEB]; and

7. Treatment for substance abuse.

Education Code 38.054

Services Not Permitted

Reproductive services, counseling, or referrals may not be provided through a school-based health center using grant funds awarded under Education Code Chapter 38, Subchapter B. Any service provided using grant funds must be provided by an appropriate professional who is properly licensed, certified, or otherwise authorized under state law to provide the service. *Education Code 38.055–.056*

The staff of a school-based health center and the person who consents to treatment shall jointly identify any health-related concerns of a student that may be interfering with the student's well-being or ability to succeed in school.

If it is determined that a student is in need of a referral for physical health services or mental health services, the staff of the center shall notify the person whose consent is required under Education Code 38.053 verbally and in writing of the basis for the referral. The referral may not be provided unless the person provides written consent for the type of service to be provided and provides specific written consent for each treatment occasion or for a course of treatment that includes multiple treatment occasions of the same type of service.

Education Code 38.057

Advisory Council

A board may establish and appoint members to a local health education and health-care advisory council to make recommendations on the establishment of school-based health centers and to assist a district in ensuring that local community values are reflected in the operation of each center and in the provision of health education.

A majority of the members must be parents of students enrolled in the district. In addition to the appointees who are parents, a board shall also appoint at least one classroom teacher, one administrator, one school counselor, one licensed health-care professional licensed or certified to practice in this state, one member of the clergy, one person from law enforcement, one member of the business community, one senior citizen, and one student.

Education Code 38.058

A district may seek assistance in establishing and operating a school-based health center from any public agency in the community. *Education Code 38.059*

If a district is located in a county with a population not greater than 50,000 or that has been designated under state or federal law as a health professional shortage area, a medically underserved area, or a medically underserved community, the district and advisory council shall make a good-faith effort to identify and coordinate with existing providers.

The district shall keep a record of efforts made to coordinate with existing providers.

Education Code 38.060

Primary Care Physician

If a person receiving a medical service from a school-based health center has a primary care physician, the staff of the center shall provide notice of the service to that physician. Before delivering service to a person with a primary care physician under the state Medicaid program, a state children's health plan program, or a private health insurance or health benefit plan, the staff of the center shall notify that physician to share medical information and obtain authorization for delivering the medical service. *Education Code 38.061*

Funding

A district shall comply with the funding requirements and limitations set out in Education Code 38.062–.063 and with rules adopted by the commissioner of state health services. *Education Code 38.062–.063*

Standards for State-Funded Centers

If a district receives a grant from the Texas Department of State Health Services (TDSHS) to assist with the costs of operating school-based health centers, it must comply with TDSHS standards for funded centers. *25 TAC 37.531, .538*

Note: For information regarding the expansion or change to the health-care services available at a school in the district from those that were available on January 1, 1999, see FFA.

Policy and Program to Address Sexual Abuse, Trafficking, and Maltreatment

A district shall provide child abuse antivictimization programs in elementary and secondary schools. *Education Code 38.004*

A district shall adopt and implement a policy addressing sexual abuse, sex trafficking, and other maltreatment of children, to be included in the district improvement plan [see BQ] and any information handbook provided to students and parents. *Education Code 38.0041(a)*

The policy included in any informational handbook provided to students and parents must address the following:

1. Methods for increasing staff, student, and parent awareness of issues regarding sexual abuse, trafficking, and other forms of maltreatment of children, including prevention techniques and knowledge of likely warning signs indicating that a child may be a victim;
2. Actions a child who is a victim of sexual abuse, trafficking, or other maltreatment should take to obtain assistance and intervention; and
3. Available counseling options for students affected by sexual abuse, trafficking, or other maltreatment.

19 TAC 61.1051(b)(3)

Definitions

Child Abuse or Neglect — The definition of child abuse or neglect includes the trafficking of a child in accordance with Education Code 38.004.

Other Maltreatment — This term has the meaning assigned by Human Resources Code 42.002.

Trafficking of a Child — This term has the meaning assigned by Penal Code 20A.02(a)(5), (6), (7), or (8).

19 TAC 61.1051(a)

Duty to Report

Report by Any Person — Any person who has reasonable cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect by any person shall immediately make a report as required by law. *Family Code 261.101(a)*

Report by Any Professional — Any professional who has reasonable cause to believe that a child has been or may be abused or neglected shall make a report as required by law. The report must be made within 48 hours after the professional first has reasonable cause to believe that the child has been or may be abused or neglected or is the victim of an offense of indecency with a child.

A professional may not delegate to or rely on another person to make the report.

A "professional" is a person who is licensed or certified by the state or who is an employee of a facility licensed, certified, or operated by the state and who, in the normal course of official duties or duties for which a license or certification is required, has direct contact with children. The term includes teachers, nurses, doctors, day-care employees, juvenile probation officers, and juvenile detention or correctional officers.

Family Code 261.101(b)

Abuse of Persons with Disabilities

A person having cause to believe that a person with a disability is in a state of abuse, neglect, or exploitation shall report the information immediately to the Texas Department of Family and Protective Services (DFPS).

A person commits a Class A misdemeanor if the person has cause to believe that a person with a disability has been abused, neglected, or exploited or is in a state of abuse, neglect, or exploitation and knowingly fails to report.

A person filing a report or testifying or otherwise participating in any judicial proceeding arising from a petition, report, or investigation is immune from civil or criminal liability on account of his or her petition, report, testimony, or participation, unless the person acted in bad faith or with a malicious purpose.

Human Resources Code 48.051, .052, .054

Adult Victims of Abuse

A person or professional shall make a report in the manner required above if the person or professional has reasonable cause to believe that an adult was a victim of abuse or neglect as a child and the person or professional determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly person or person with a disability. *Family Code 261.101(b-1)*

Restrictions on Reporting

Psychotropic Drugs and Psychological Testing

An employee may not use or threaten to use the refusal of a parent, guardian, or managing or possessory conservator to administer or consent to the administration of a psychotropic drug to a child, or to consent to any other psychiatric or psychological testing or treatment of the child, as the sole basis for making a report of neglect, unless the employee has cause to believe that the refusal:

1. Presents a substantial risk of death, disfigurement, or bodily injury to the child; or

2. Has resulted in an observable and material impairment to the growth, development, or functioning of the child.

Education Code 26.0091; Family Code 261.111(a) [See FFEB]

Contents of Report

The report should reflect the reporter's belief that a child has been or may be abused or neglected or has died of abuse or neglect. The person making the report shall identify, if known:

1. The name and address of the child;
2. The name and address of the person responsible for the care, custody, or welfare of the child; and
3. Any other pertinent information concerning the alleged or suspected abuse or neglect.

Family Code 261.102, .104

Abuse and Neglect Involving School Personnel and Those Responsible for Care

If the alleged or suspected abuse or neglect involves a person responsible for the care, custody, or welfare of the child, the report must be made to DFPS, unless the report is made to a state agency under item 4, below, or the report involves a juvenile justice program or facility [see JJAEPS, below].

All other reports shall be made to:

1. Any local or state law enforcement agency;
2. DFPS, Child Protective Services (CPS) Division;
3. A local office of CPS, where available; or
4. The state agency that operates, licenses, certifies, or registers the facility in which the alleged abuse or neglect occurred.

Family Code 261.103(a); 19 TAC 61.1051(b)(1)–(2)

"Person responsible for a child's care, custody, or welfare" means a person who traditionally is responsible for a child's care, custody, or welfare, including:

1. A parent, guardian, managing or possessory conservator, or foster parent of the child;
2. A member of the child's family or household as defined by Family Code Chapter 71;
3. A person with whom the child's parent cohabits;
4. School personnel or a volunteer at the child's school;

5. Personnel or a volunteer at a public or private child-care facility that provides services for the child or at a public or private residential institution or facility where the child resides; or

6. An employee, volunteer, or other person working under the supervision of a licensed or unlicensed child-care facility, including a family home, residential child-care facility, employer-based day-care facility, or shelter day-care facility, as those terms are defined in Human Resources Code Chapter 42.

Family Code 261.001(5)

Reporting Abuse, Neglect, or Exploitation in a JJAEP

Any report of alleged abuse, neglect, or exploitation, as those terms are defined in Family Code 261.405, in a juvenile justice program or facility shall be made to the Texas Juvenile Justice Department and a local law enforcement agency for investigation. The term "juvenile justice program" includes a juvenile justice alternative education program. *Family Code 261.405(a)(4)(A), (b)*

Confidentiality of Report

A report of alleged or suspected abuse or neglect and the identity of the person making the report is confidential and not subject to release under Government Code Chapter 552 (Public Information Act) and may be disclosed only for purposes consistent with the Family Code and applicable federal or state law or under rules adopted by an investigating agency. *Family Code 261.201(a)–(a)(1)*

Unless waived in writing by the person making the report, the identity of an individual making a report under this chapter is confidential and may be disclosed only to a law enforcement officer for the purposes of a criminal investigation of the report, or as ordered by a court under Family Code 261.201. *Family Code 261.101(d)*

Immunity from Liability

A person acting in good faith who reports or assists in the investigation of a report of alleged child abuse or neglect or who testifies or otherwise participates in a judicial proceeding arising from a report, petition, or investigation of alleged child abuse or neglect is immune from any civil or criminal liability that might otherwise be incurred or imposed. *Family Code 261.106*

A district may not suspend or terminate the employment of, or otherwise discriminate against, or take any other adverse employment action against a professional who makes a good faith report of abuse or neglect. *Family Code 261.110(b)* [See DG]

Criminal Offenses

Failure to Report

A person commits a Class A misdemeanor if he or she is required to make a report under Family Code 261.101(a) [see Duty to Report, above] and knowingly fails to make a report as provided by law.

A person who is a professional commits a Class A misdemeanor if the person is required to make a report under Family Code 261.101(b) [see Duty to Report] and knowingly fails to make a report as provided by law. The professional commits a state jail felony if he or she intended to conceal the abuse or neglect.

Family Code 261.109

False Report

A person commits an offense if, with the intent to deceive, the person knowingly makes a report of abuse and neglect that is false. The offense is a state jail felony, except that it is a felony of the third degree if the person has previously been convicted of the offense. *Family Code 261.107(a)*

Coercion

A public servant, including as a school administrator, who coerces another into suppressing or failing to report child abuse or neglect to a law enforcement agency commits a Class C misdemeanor offense. *Penal Code 39.06*

SBEC Disciplinary Action

The State Board for Educator Certification (SBEC) may take any of the actions listed in 19 Administrative Code 249.15(a) (impositions, including revocation of a certificate and administrative penalties) based on satisfactory evidence that the person has failed to report or has hindered the reporting of child abuse pursuant to Family Code 261.001, or has failed to notify the SBEC, the commissioner of education, or the school superintendent or director under the circumstances and in the manner required by Education Code 21.006, 21.0062, 22.093, and 19 Administrative Code 249.14(d)–(f). *19 TAC 249.15(b)(4)*

Note: The following legal provisions address child abuse and neglect investigations generally. See GRA for additional legal provisions addressing notification requirements and right of access to students when DFPS investigates reports of abuse and neglect at school. See 40 Administrative Code Chapter 707, Subchapter B for more information regarding investigations of abuse or neglect in a school setting.

Investigations

Reports to District

If DFPS initiates an investigation and determines that the abuse or neglect involves an employee of a public elementary or secondary school, and that the child is a student at the school, the department shall orally notify the superintendent of the district in which the employee is employed. *Family Code 261.105(d)*

On request, DFPS shall provide a copy of the completed report of its investigation to the board, the superintendent, and the school principal, unless the principal is alleged to have committed the

abuse or neglect. The report shall be edited to protect the identity of the person who made the report. *Family Code 261.406(b)*

Interview of Student

The investigating agency shall be permitted to interview the child at any reasonable time and place, including at the child's school. *Family Code 261.302(b)* [See GRA]

Interference with Investigation

A person may not interfere with an investigation of a report of child abuse or neglect conducted by DFPS. *Family Code 261.303(a)*

Confidentiality

A photograph, videotape, audiotape, or other audio or visual recording, depiction, or documentation of a child that is made by DFPS in the course of an inspection or investigation is confidential, is not subject to release under the Public Information Act, and may be released only as required by state or federal law or rules adopted by the DFPS. *Human Resources Code 42.004*

Reporting Policy

A board shall adopt and annually review policies for reporting child abuse and neglect. The policies shall follow the requirements of Family Code Chapter 261. *19 TAC 61.1051(b)*

The policies must require every school employee, agent, or contractor who suspects a child's physical or mental health or welfare has been adversely affected by abuse or neglect to submit a written or oral report to at least one of the authorities listed above [see To Whom Reported, above] within 48 hours or less, as determined by the board, after learning of facts giving rise to the suspicion. *19 TAC 61.1051(b)(1)*

The policies must be consistent with the Family Code Chapter 261 and 40 Administrative Code Chapter 700 (CPS) regarding investigations by DFPS, including regulations governing investigation of abuse by school personnel and volunteers. [See GRA]

The policies must require a report to DFPS if the alleged abuse or neglect involves a person responsible for the care, custody, or welfare of the child and must notify school personnel of the following:

1. Penalties under Penal Code 39.06 (misuse of official information), Family Code 261.109 (failure to report), and 19 Administrative Code Chapter 249 (actions against educator's certificate) for failure to submit a required report of child abuse or neglect;

2. Applicable prohibitions against interference with an investigation of a report of child abuse or neglect, including:

    a. Family Code 261.302 and 261.303, prohibiting school officials from denying an investigator's request to interview a student at school; and

b. Family Code 261.302, prohibiting school officials from requiring the presence of a parent or school administrator during an interview by an investigator.

3. Immunity provisions applicable to a person who reports child abuse or neglect or otherwise assists an investigation in good faith;

4. Confidentiality provisions relating to a report of suspected child abuse or neglect;

5. Any disciplinary action that may result from noncompliance with a district's reporting policy; and

6. The prohibition under Education Code 26.0091 [see Psychotropic Drugs and Psychological Testing, above].

19 TAC 61.1051(b)(2)

The policies may not require that school personnel report suspicions of child abuse or neglect to a school administrator before making a report to one of the agencies listed above.

The policies must:

1. Include the current toll-free number for DFPS;

2. Provide for cooperation with law enforcement child abuse investigations without the consent of the child's parent, if necessary, including investigations by DFPS; and

3. Include child abuse anti-victimization programs in elementary and secondary schools consisting of age-appropriate, research-based prevention designed to promote self-protection and prevent sexual abuse and trafficking.

19 TAC 61.1051(b)(5)–(b)(8)

Annual Distribution and Staff Development

The policies required by these provisions and adopted by the board shall be distributed to all personnel at the beginning of each school year. The policies shall be addressed in staff development programs at regular intervals determined by a board. *19 TAC 61.1051(c)* [See also DH and GRA]

[For training requirements under these provisions, see DMA.]

Required Poster

Using a format and language that is clear, simple, and understandable to students, each public school shall post, in English and in Spanish:

1. The current toll-free DFPS Abuse Hotline telephone number;

2. Instructions to call 911 for emergencies; and

3. Directions for accessing the DFPS Texas Abuse Hotline website[1] for more information on reporting abuse, neglect, and exploitation.

A district shall post the information specified above at each school campus in at least one high-traffic, highly and clearly visible public area that is readily accessible to and widely used by students. The information must be on a poster (11x17 inches or larger) in large print and placed at eye-level to the student for easy viewing. Additionally, the current toll-free Texas Department of Family and Protective Services Abuse Hotline telephone number should be in bold print.

Education Code 38.0042; 19 TAC 61.1051(e)–(f)

[1] Texas Abuse Hotline website: https://www.txabusehotline.org/

Complaints

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

Other Complaint Processes

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

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

11. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with CKE.

12. Complaints concerning intradistrict transfers or campus assignment shall be submitted in accordance with FDB.

13. Complaints concerning admission, placement, or services provided for a homeless student shall be submitted in accordance with FDC.

14. Complaints concerning disputes regarding a student's eligibility for free or reduced-priced meal programs shall be submitted in accordance with COB.

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

Notice to Students and Parents

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

Guiding Principles

Informal Process

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

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

Formal Process

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

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

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

Freedom from Retaliation

Neither the Board nor any District employee shall unlawfully retaliate against any student or parent for bringing a concern or complaint.

General Provisions

Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.

Scheduling Conferences

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

Response

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

Days

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

Representative

"Representative" shall mean any person who or organization that is designated by the student or parent to represent the student or parent in the complaint process. A student may be represented by an adult at any level of the complaint.

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

Consolidating Complaints

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

Untimely Filings

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

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

Costs Incurred

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

Complaint and Appeal Forms

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

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

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

Level One

Complaint forms must be filed:

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

   In most circumstances, students and parents shall file Level One complaints with the campus principal.

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

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

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

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

Level Two

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

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

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

The Level One record shall include:

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

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

The Superintendent or designee shall provide the student or parent a written response within ten days following the conference. In reaching a decision, the Superintendent or designee may consider

the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

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

Level Three

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

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

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

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

The Level Two record shall include:

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

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

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

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the student or parent and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board

shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

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

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

Note: This local policy has been revised in accordance with the District's innovation plan.[1]

Campus Behavior Coordinator

In accordance with the District's innovation plan, the District is exempt from the state law requiring that a single person at each campus be designated to serve as the campus behavior coordinator (CBC).

Student Code of Conduct

The District's rules of discipline are maintained in the Board-adopted Student Code of Conduct and are established to support an environment conducive to teaching and learning.

Rules of conduct and discipline shall not have the effect of discriminating on the basis of race, color, religion, sex, gender identity, sexual orientation, ethnicity, national origin, or disability.

At the beginning of the school year and throughout the school year as necessary, the Student Code of Conduct shall be:

1. Posted and prominently displayed at each campus or made available for review in the principal's office, as required by law; and
2. Made available on the District's website and/or as a hard copy to students, parents, teachers, administrators, and others on request.

Revisions

Revisions to the Student Code of Conduct approved by the Board during the year shall be made available promptly to students and parents, teachers, administrators, and others.

Extracurricular Standards of Behavior

With the approval of the principal and Superintendent, sponsors and coaches of extracurricular activities may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property.

A student shall be informed of any extracurricular behavior standards at the beginning of each school year or when the student first begins participation in the activity. A student and his or her parent shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity.

Standards of behavior for an extracurricular activity are independent of the Student Code of Conduct. Violations of these standards

of behavior that are also violations of the Student Code of Conduct may result in independent disciplinary actions.

A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of extracurricular standards of behavior for an activity or for violation of the Student Code of Conduct.

"Parent" Defined

Throughout the Student Code of Conduct and discipline policies, the term "parent" includes a parent, legal guardian, or other person having lawful control of the child.

General Discipline Guidelines

A District employee shall adhere to the following general guidelines when imposing discipline:

1. A student shall be disciplined when necessary to improve the student's behavior, to maintain order, or to protect other students, school employees, or property.
2. A student shall be treated fairly and equitably. Discipline shall be based on an assessment of the circumstances of each case. Factors to consider shall include:
    a. The seriousness of the offense;
    b. The student's age;
    c. The frequency of misconduct;
    d. The student's attitude;
    e. The potential effect of the misconduct on the school environment;
    f. Requirements of Chapter 37 of the Education Code; and
    g. The Student Code of Conduct adopted by the Board.
3. Before a student under 18 is assigned to detention outside regular school hours, notice shall be given to the student's parent to inform him or her of the reason for the detention and permit arrangements for necessary transportation.

Corporal Punishment

The Board prohibits the use of corporal punishment in the District. Students shall not be spanked, paddled, or subjected to other physical force as a means of discipline for violations of the Student Code of Conduct.

Physical Restraint

Note: A District employee may restrain a student with a disability who receives special education services only in accordance with law. [See FOF(LEGAL)]

Within the scope of an employee's duties, a District employee may physically restrain a student if the employee reasonably believes restraint is necessary in order to:

1. Protect a person, including the person using physical restraint, from physical injury.
2. Obtain possession of a weapon or other dangerous object.
3. Protect property from serious damage.
4. Remove a student refusing a lawful command of a school employee from a specific location, including a classroom or other school property, in order to restore order or to impose disciplinary measures.

Video and Audio Monitoring

Video and audio recording equipment shall be used for safety purposes to monitor student behavior on District property.

The District shall post signs notifying students and parents about the District's use of video and audio recording equipment. Students shall not be notified when the equipment is turned on.

Use of Recordings

The principal shall review recordings as needed, and evidence of student misconduct shall be documented. A student found to be in violation of the District's Student Code of Conduct shall be subject to appropriate discipline.

Access to Recordings

Recordings shall remain in the custody of the campus principal and shall be maintained as required by law. A parent or student who wishes to view a recording in response to disciplinary action taken against the student may request such access under the procedures set out by law. [See FL(LEGAL)]

[1] Innovation Plan: https://www.dsisdtx.us/domain/117

Students with Disabilities Under Section 504

A district shall conduct an evaluation in accordance with 34 C.F.R. 104.35(b) before taking any action with respect to any significant change in placement of a student with a disability who needs or is believed to need special education and related services. *34 C.F.R. 104.35(a)*

A district may take disciplinary action pertaining to the use or possession of illegal drugs or alcohol against any student with a disability who is currently engaging in the illegal use of drugs or in the use of alcohol to the same extent that the district would take disciplinary action against nondisabled students. The due process procedures afforded under Section 504 do not apply to such disciplinary action. *29 U.S.C. 705(20)(C)(iv)*

Note: The provisions below apply only to students eligible for special education and related services under the Individuals with Disabilities Education Act (IDEA).

Students Receiving Special Education Services

All disciplinary actions regarding students with disabilities must be determined in accordance with 34 C.F.R. 300.101(a) and 300.530–300.536; Education Code Chapter 37, Subchapter A; and 19 Administrative Code 89.1053 (Procedures for Use of Restraint and Time-Out). *19 TAC 89.1050(k)*

ARD Committee Required

Except as set forth below, the placement of a student with a disability who receives special education services may be made only by a duly constituted admission, review, and dismissal (ARD) committee. Any disciplinary action regarding the student shall be determined in accordance with federal law and regulations. *Education Code 37.004(a)–(b)*

The methods adopted in the Student Code of Conduct [see FO] for discipline management and for preventing and intervening in student discipline problems must provide that a student who is enrolled in the special education program may not be disciplined for bullying, harassment, or making hit lists until an ARD committee meeting has been held to review the conduct. *Education Code 37.001(b-1)*

DAEP Placement Not Solely for Educational Purposes

A student with a disability who receives special education services may not be placed in a disciplinary alternative education program (DAEP) solely for educational purposes. A teacher in a DAEP who has a special education assignment must hold an appropriate certificate or permit for that assignment. *Education Code 37.004(c)–(d)*

Removal for Ten Days or Less

School personnel may remove a student with a disability who violates a student code of conduct from his or her current placement

to an appropriate interim alternative educational setting, another setting, or suspension, for not more than ten consecutive school days, to the extent those alternatives are applied to children without disabilities. *20 U.S.C. 1415(k)(1)(B); 34 C.F.R. 300.530(b)(1)*

Services During Removal

A district is required to provide services during the period of removal if the district provides services to a child without disabilities who is similarly removed. *34 C.F.R. 300.530(d)*

Subsequent Removals of Ten Days or Less

School personnel may remove the student for additional removals of not more than ten consecutive school days in that same school year for separate incidents of misconduct, as long as those removals do not constitute a change in placement (see below). *34 C.F.R. 300.530(b)(1)*

Services During Removal

After a student has been removed from his or her current placement for ten school days in the same school year, during any subsequent removal of ten consecutive school days or less, school personnel, in consultation with at least one of the student's teachers, shall determine the extent to which services are needed so as to enable the student to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals set out in the student's individualized education program (IEP). *20 U.S.C. 1415(k)(1)(D); 34 C.F.R. 300.530(d)(4)*

Notice of Procedural Safeguards

Not later than the date on which the decision to take the disciplinary action is made, a district shall notify the student's parents of the decision and of all procedural safeguards [see EHBAE]. *20 U.S.C. 1415(k)(1)(H)*

Removals That Are a Change in Placement

Any disciplinary action that would constitute a change in placement may be taken only after the student's ARD committee conducts a manifestation determination review.

Any disciplinary action regarding the student shall be determined in accordance with federal law and regulations, including laws or regulations requiring the provision of functional behavioral assessments; positive behavioral interventions, strategies, and supports; behavioral intervention plans; and the manifestation determination review [see Manifestation Determination, below].

Education Code 37.004(b)

Behavior Assessment and Intervention

If a district takes a disciplinary action regarding a student with a disability who receives special education services that constitutes a change in placement under federal law, the district shall:

1. Not later than the tenth school day after the change in placement:

a. Seek consent from the student's parent or person standing in parental relation to the student to conduct a functional behavioral assessment of the student, if a functional behavioral assessment has never been conducted on the student or the student's most recent functional behavioral assessment is more than one year old; and

b. Review any previously conducted functional behavioral assessment of the student and any behavior improvement plan or behavioral intervention plan developed for the student based on that assessment; and

2. As necessary, develop a behavior improvement plan or behavioral intervention plan for the student if the student does not have a plan or, if the student has a behavior improvement plan or behavioral intervention plan, revise the student's plan.

Education Code 37.004(b-1); 19 TAC 89.1050(k)

Change in Placement

For purposes of disciplinary removal of a student with a disability, a change in placement occurs if a student is:

1. Removed from the student's current educational placement for more than ten consecutive school days; or

2. Subjected to a series of removals that constitute a pattern because:

a. The series of removals total more than ten school days in a school year;

b. The student's behavior is substantially similar to the student's behavior in the previous incidents that resulted in the series of removals; and

c. Additional factors exist, such as the length of each removal, the total amount of time the student is removed, and the proximity of the removals to one another.

The district determines, on a case-by-case basis, whether a pattern of removals constitutes a change in placement. The district's determination is subject to review through due process and judicial proceedings.

34 C.F.R. 300.536

School personnel may consider any unique circumstances on a case-by-case basis when determining whether to order a change in placement for a student who violates a code of student conduct. *20 U.S.C. 1415(k)(1)(A)*

Manifestation Determination

Within ten school days of any decision to change the placement of a student because of a violation of a code of student conduct, a district, parents, and relevant members of the ARD committee (as determined by the parent and the district) shall review all relevant information in the student's file, including the student's IEP, any teacher observations, and any relevant information provided by the parents to determine whether the conduct in question was:

1. Caused by, or had a direct and substantial relationship to, the student's disability; or

2. The direct result of the district's failure to implement the IEP.

If the district, the parent, and relevant members of the ARD committee determine that either of the above is applicable, the conduct shall be determined to be a manifestation of the student's disability.

If the district, the parent, and relevant members of the ARD committee determine the conduct was the direct result of the district's failure to implement the IEP, the district must take immediate steps to remedy those deficiencies.

20 U.S.C. 1415(k)(1)(E); 34 C.F.R. 300.530(e)

Not a Manifestation

If the determination is that the student's behavior was not a manifestation of the student's disability, school personnel may apply the relevant disciplinary procedures to the student in the same manner and for the same duration as for students without disabilities. The ARD committee shall determine the interim alternative educational setting. *20 U.S.C. 1415(k)(1)(C), (k)(2); 34 C.F.R. 300.530(c)*

Expulsion

In a county with a juvenile justice alternative education program (JJAEP) [see FODA], a district must invite the administrator of the JJAEP or the administrator's designee to an ARD committee meeting convened to discuss the discretionary expulsion under Education Code 37.007 of a student with a disability. The district must provide written notice of the meeting at least five school days before the meeting or a shorter timeframe agreed to by the student's parents. A copy of the student's current IEP must be provided to the JJAEP representative with the notice. If the JJAEP representative is unable to attend the ARD committee meeting, the representative must be given the opportunity to participate in the meeting through alternative means, including conference telephone calls. The JJAEP representative may participate in the meeting to the extent that the meeting relates to the student's placement in the JJAEP and implementation of the student's current IEP in the JJAEP. *19 TAC 89.1052*

Services During Removal

The student must:

1. Continue to receive educational services so as to enable the student to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the student's IEP.

2. Receive, as appropriate, a functional behavioral assessment, and behavioral intervention services and modifications, that are designed to address the behavior violation so that it does not recur.

These services may be provided in an interim alternative educational setting.

34 C.F.R. 300.530(d)(1)–(2)

For a student with a disability who was expelled under a discretionary expulsion under Education Code 37.007, an ARD committee meeting must be convened to reconsider placement of the student in the JJAEP if the JJAEP provides written notice to the district of specific concerns that the student's education or behavioral needs cannot be met in JJAEP.

The district must invite the JJAEP administrator or the administrator's designee to the meeting and must provide written notice of the meeting at least five school days before the meeting or a shorter timeframe agreed to by the student's parents. If the JJAEP representative is unable to attend the ARD committee meeting, the representative must be given the opportunity to participate in the meeting through alternative means, including conference telephone calls. The JJAEP may participate in the meeting to the extent that the meeting relates to the student's continued placement in JJAEP.

19 TAC 89.1052

Manifestation

If the district, the parents, and relevant members of the ARD committee determine that the conduct was a manifestation of the student's disability, the ARD committee shall:

1. Conduct a functional behavioral assessment (FBA), unless the district had conducted an FBA before the behavior that resulted in the change in placement occurred, and implement a behavioral intervention plan (BIP) for the student; or

2. If a BIP has already been developed, review the BIP and modify it, as necessary, to address the behavior.

Except as provided at Special Circumstances, below, the ARD committee shall return the student to the placement from which the

student was removed, unless the parent and the district agree to a change in placement as part of the modification of the BIP.

20 U.S.C. 1415(k)(1)(F); 34 C.F.R. 300.530(f)

Special Circumstances

School personnel may remove a student to an interim alternative educational setting for not more than 45 school days without regard to whether the behavior is determined to be a manifestation of the student's disability, if the student:

1. Carries or possesses a weapon to or at school, on school premises, or to or at a school function under the jurisdiction of the Texas Education Agency (TEA) or a school district;
2. Knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school, on school premises, or at a school function under the jurisdiction of TEA or a school district; or
3. Has inflicted serious bodily injury upon another person while at school, on school premises, or at a school function under the jurisdiction of TEA or the district.

20 U.S.C. 1415(k)(1)(G); 34 C.F.R. 300.530(g)

The ARD committee shall determine the interim alternative education setting. *20 U.S.C. 1415(k)(2)*

Services During Removal

The student must:

1. Continue to receive educational services so as to enable the student to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the student's IEP.
2. Receive, as appropriate, a functional behavioral assessment, and behavioral intervention services and modifications, that are designed to address the behavior violation so that it does not recur.

These services may be provided in an interim alternative educational setting.

34 C.F.R. 300.530(d)(1)

Appeals

A parent who disagrees with a placement decision or the manifestation determination may request a hearing. A district that believes that maintaining a current placement of a student is substantially likely to result in injury to the student or others may request a hearing. *20 U.S.C. 1415(k)(3)(A); 34 C.F.R. 300.532(a); 19 TAC 89.1151* [See EHBAE]

Placement During Appeals

When an appeal has been requested by a parent or a district, the student shall remain in the interim alternative educational setting pending the decision of the hearing officer or until the expiration of the student's assignment to the alternative setting, whichever occurs first, unless the parent and district agree otherwise. *20 U.S.C. 1415(k)(4); 34 C.F.R. 300.533*

Reporting Crimes

Federal law does not prohibit a district from reporting a crime committed by a student with a disability to appropriate authorities. If a district reports a crime, the district shall ensure that copies of the special education and disciplinary records of the student are transmitted for consideration by the appropriate authorities to whom the district reported the crime. A district may transmit records only to the extent permitted by the Family Educational Rights and Privacy Act (FERPA). *20 U.S.C. 1415(k)(6); 34 C.F.R. 300.535* [See FL]

Students Not Yet Identified

A student who has not been determined to be eligible for special education and related services and who has engaged in behavior that violated a code of student conduct may assert any of the protections provided for in the IDEA if a district had knowledge that the student had a disability before the behavior that precipitated that disciplinary action occurred. *20 U.S.C. 1415(k)(5)(A); 34 C.F.R. 300.534(a)*

District Knowledge

A district shall be deemed to have knowledge that a student has a disability if, before the behavior that precipitated the disciplinary action occurred:

1. The parent of the student expressed concern in writing to supervisory or administrative personnel of the district, or to the teacher of the student, that the student was in need of special education and related services;
2. The parent requested an evaluation of the student for special education and related services; or
3. The student's teacher, or other district personnel, expressed specific concerns about a pattern of behavior demonstrated by the student directly to the special education director or to other supervisory personnel of the district.

20 U.S.C. 1415(k)(5)(B); 34 C.F.R. 300.534(b)

Exception

A district shall not be deemed to have knowledge that the student had a disability if:

1. The parent has not allowed an evaluation of the student;
2. The parent has refused services; or

3. The student has been evaluated and it was determined that the student did not have a disability.

20 U.S.C. 1415(k)(5)(C); 34 C.F.R. 300.534(c)

If a district does not have knowledge (as described above), before taking disciplinary measures, that a student has a disability, the student may be subjected to the same disciplinary measures applied to students without disabilities who engaged in comparable behaviors.

However, if a request is made for an evaluation during the time period in which the student is subjected to disciplinary measures, the evaluation shall be conducted in an expedited manner. Until the evaluation is completed, the student shall remain in the educational placement determined by school authorities, which can include suspension or expulsion without educational services.

20 U.S.C. 1415(k)(5)(D); 34 C.F.R. 300.534(d)

Behavior Management Techniques

It is the policy of the state to treat all students with dignity and respect, including students with disabilities who receive special education services. Any behavior management technique and/or discipline management practice must be implemented in such a way as to protect the health and safety of the student and others. No discipline management practice may be calculated to inflict injury, cause harm, demean, or deprive the student of basic human necessities. *Education Code 37.0021(a); 19 TAC 89.1053(j)*

[For restrictions on aversive techniques, see FO.]

Rules on Restraint and Seclusion

The commissioner by rule shall adopt procedures for the use of restraint and time-out by a district employee or volunteer or an independent contractor of a district in the case of a student with a disability receiving special education services. The procedures must be consistent with Education Code 37.0021(d). *Education Code 37.0021(d)*

School Peace Officers

This provision and any rules or procedures adopted under this provision apply to a peace officer only if the peace officer:

1. Is employed or commissioned by a district; or

2. Provides, as a school resource officer, a regular police presence on a district campus under a memorandum of understanding between the district and a local law enforcement agency.

Education Code 37.0021(h); 19 TAC 89.1053(l)

Exceptions

Education Code 37.0021 (use of confinement, seclusion, restraint, and time-out) does not apply to:

1. A peace officer, while performing law enforcement duties, except as provided above [see School Peace Officers] and by Education Code 37.0021(i) [see Restraint, Documentation, below];
2. Juvenile probation, detention, or corrections personnel; or
3. An educational services provider with whom a student is placed by a judicial authority, unless the services are provided in an educational program of a school district.

Law Enforcement Duties

"Law enforcement duties" means activities of a peace officer relating to the investigation and enforcement of state criminal laws and other duties authorized by the Code of Criminal Procedure.

Education Code 37.0021(b)(4), (g); 19 TAC 89.1053(l), (m)

Further, Education Code 37.0021 does not prevent a student's locked, unattended confinement in an emergency situation while awaiting the arrival of law enforcement personnel if:

1. The student possesses a weapon; and
2. The confinement is necessary to prevent the student from causing bodily harm to the student or another person.

For these purposes, "weapon" includes any weapon described under Education Code 37.007(a)(1). [See FNCG]

Education Code 37.0021(f)

Confinement

A student with a disability who receives special education services may not be confined in a locked box, locked closet, or other specially designed locked space as either a discipline management practice or a behavior management technique. *Education Code 37.0021(a)*

Seclusion

A district employee or volunteer or an independent contractor of a district may not place a student in seclusion. *Education Code 37.0021(c)*

"Seclusion" means a behavior management technique in which a student is confined in a locked box, locked closet, or locked room that:

1. Is designed solely to seclude a person; and
2. Contains less than 50 square feet of space.

Education Code 37.0021(b)(2)

Restraint

"Restraint" means the use of physical force or a mechanical device to significantly restrict the free movement of all or a portion of a student's body. *19 TAC 89.1053(b)(2)*

The following provisions do not apply to the use of physical force or a mechanical device that does not significantly restrict the free movement of all or a portion of the student's body. Restraint that involves significant restriction as referenced above does not include:

1. Physical contact or appropriately prescribed adaptive equipment to promote normative body positioning and/or physical functioning;
2. Limited physical contact with a student to promote safety (e.g., holding a student's hand), prevent a potentially harmful action (e.g., running into the street), teach a skill, redirect attention, provide guidance to a location, or provide comfort;
3. Limited physical contact or appropriately prescribed adaptive equipment to prevent a student from engaging in ongoing, repetitive self-injurious behaviors, with the expectation that instruction will be reflected in the IEP as required by 34 C.F.R. 300.324(a)(2)(i) to promote student learning and reduce and/or prevent the need for ongoing intervention; or
4. Seat belts and other safety equipment used to secure students during transportation.

19 TAC 89.1053(f)

Limitations on Use of Restraint

A school employee, volunteer, or independent contractor may use restraint only in an emergency and with the following limitations:

1. Restraint shall be limited to the use of such reasonable force as is necessary to address the emergency.
2. Restraint shall be discontinued at the point at which the emergency no longer exists.
3. Restraint shall be implemented in such a way as to protect the health and safety of the student and others.
4. Restraint shall not deprive the student of basic human necessities.

19 TAC 89.1053(c)

Emergency

"Emergency" means a situation in which a student's behavior poses a threat of:

1. Imminent, serious physical harm to the student or others; or

2. Imminent, serious property destruction.

19 TAC 89.1053(b)(1)

Training

Training for school employees, volunteers, or independent contractors regarding the use of restraint shall be provided according to the requirements set forth at 19 Administrative Code 89.1053(d).

Documentation

In a case in which restraint is used, school employees, volunteers, or independent contractors shall implement the documentation and notification requirements set forth at 19 Administrative Code 89.1053(e).

A district shall report electronically to TEA, in accordance with standards provided by commissioner rule, information relating to the use of restraint by a peace officer performing law enforcement duties on school property or during a school-sponsored or school-related activity. The report must be consistent with the requirements adopted by commissioner rule for reporting the use of restraint involving students with disabilities.

Education Code 37.0021(i)

Time-Out

"Time-out" means a behavior management technique in which, to provide a student with an opportunity to regain self-control, the student is separated from other students for a limited period in a setting:

1. That is not locked; and
2. From which the exit is not physically blocked by furniture, a closed door held shut from the outside, or another inanimate object.

19 TAC 89.1053(b)(3)

Limitations on Use of Time-Out

A school employee, volunteer, or independent contractor may use time-out with the following limitations:

1. Physical force or threat of physical force shall not be used to place a student in time-out.
2. Time-out may only be used in conjunction with an array of positive behavior intervention strategies and techniques and must be included in the student's IEP and/or behavior improvement plan or behavioral intervention plan if it is utilized on a recurrent basis to increase or decrease targeted behavior.

3. Use of time-out shall not be implemented in a fashion that precludes the ability of the student to be involved in and progress in the general curriculum and advance appropriately toward attaining the annual goals specified in the student's IEP.

19 TAC 89.1053(g)

Training

Training for school employees, volunteers, or independent contractors regarding the use of time-out shall be provided according to the requirements set forth at 19 Administrative Code 89.1053(h).

Documentation

Necessary documentation or data collection regarding the use of time-out, if any, must be addressed in the IEP and/or behavior improvement plan or behavioral intervention plan. If a student has a behavior improvement plan or behavioral intervention plan, the district must document each use of time-out prompted by a behavior of the student specified in the student's behavior improvement plan or behavioral intervention plan, including a description of the behavior that prompted the time-out. The ARD committee must use any collected data to judge the effectiveness of the intervention and provide a basis for making determinations regarding its continued use.

19 TAC 89.1053(i)

THE BOARD OF TRUSTEES OF DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT RESOLUTION AUTHORIZING RIGHT OF WAY AGREEMENT AND RIGHT OF WAY DEED TO CONVEY PROPERTY TO HAYS COUNTY FOR THE IMPROVEMENTS TO DARDEN HILL ROAD (CR 162) AND RIGHT OF ENTRY LICENSE RELATED TO THE PROJECT

WHEREAS, pursuant to Texas Education Code section 11.151, the Board of Trustees of the Dripping Springs Independent School District ("District") is authorized to acquire and hold real and personal property;

WHEREAS, the District owns property located on Darden Hill Road (CR 162) that is currently being used for Cypress Springs Elementary School and is anticipated to be used for future expansion of school district facilities to support the District's educational mission;

WHEREAS, Hays County has plans and funding to cause that portion of the certain Darden Hill Road (CR 162) to be improved to provide a roundabout at Sawyer Ranch Road ("Roadway Construction Project") adjacent to the District's property, to include improvements to the District property described as Lot 74, Onion Creek Ranch Subdivision, as part of the Roadway Construction Project, and improve traffic flow in the area; 587

WHEREAS, Hays County's plans and funding for the Roadway Construction Project provide that Hays County anticipates the construction to begin in the Spring of 2023 with substantial completion in September 2023;

WHEREAS, Hays County has funding for the design of and plans to secure funding for the expansion of Darden Hill Road (CR 162) along the full length of the District's property to facilitate four (4) lanes of traffic (including two additional driveway inlets and one left turn lane to the District's land), with the goal of substantial completion in 2025, subject to funding, which Hays County has represented it will diligently pursue as a priority project, and Hays County shall, in no event, reach substantial completion within seven (7) years of obtaining the property from the District;

WHEREAS, Hays County has proposed and negotiated the Right of Way Agreement – Darden Hill Rd. (CR 162) Roundabout at Sawyer Ranch Rd. and Roadway Expansion on Darden Hill Road (CR 162) from Sawyer Ranch Road Along the Property ("Right of Way Agreement") and the form of Right of Way Deed, along with a Right of Entry License, each attached at Exhibit "1," and fully incorporated herein; and

WHEREAS, Hays County will provide the District with the benefits set forth in the Right of Way Agreement and Right of Way Deed, including the improvements to District property at Lot 74, Onion Creek Ranch Subdivision, and improvements to the roadways directly along District property, and take all actions as set forth in the Right of Way Agreement and form of Right of Way Deed, subject to reversion of the property to the District if Hays County does not complete the full scope required within seven (7) years of obtaining the property from the District.

NOW THEREFORE BE IT:

RESOLVED that the findings and recitals in the preamble of this Resolution are hereby found to be true and correct and are hereby approved and adopted;

RESOLVED, that the Board of Trustees approves the terms and conditions of the Right of Way Agreement and form of Right of Way Deed set forth at Exhibit "1;"

RESOLVED, that the Board of Trustees approves the terms and conditions of the Right of Entry License included at Exhibit "1;'

RESOLVED, that the Board President is authorized to execute the Right of Way Agreement and final Right of Way Deed referenced herein, the Right of Entry License, and any related legal documents necessary to affect the transaction and conveyance upon approval and execution of the same by Hays County; and

RESOLVED, that it is hereby found, determined and declared that sufficient written notice of the date, time, place and subject of the meeting of the Board of Trustees of the Dripping Springs Independent School District at which this Resolution was adopted was posted at a place convenient and readily accessible at all times to the general public for the time required by law preceding this meeting, as required by Chapter 551, Texas Government Code, and that this meeting has been open to the public as required by law at all times during which this Resolution and the subject matter thereof has been discussed, considered and formally acted upon. The Board of Trustees further ratifies, approves, and confirms such written notice and posting thereof. 588

SIGNED this ____ day of _____, 2023.

By: _____
Dr. Mary Jane Hetrick
President, Board of Trustees

ATTEST:

_____
Dr. Stefani Reinold
Secretary, Board of Trustees

CERTIFICATE FOR RESOLUTION

I hereby certify that the foregoing Resolution was presented to the Board of Trustees of the Dripping Springs Independent School District during a meeting on February 27, 2023. 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: _____

To certify which, witness my hand and the official seal of the District this ___ day of _____, 2023.

_____
Dr. Mary Jane Hetrick
President of the Board of Trustees

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THE STATE OF TEXAS §
§ ACKNOWLEDGMENT
COUNTY OF HAYS §

BEFORE ME, a Notary Public, on this day personally appeared Dr. Mary Jane Hetrick, known to me to be the person whose name is subscribed to the foregoing instrument, and having been sworn, upon her oath stated that she is the President of the Board of Trustees of the Dripping Springs Independent School District; that she was authorized to execute such instrument pursuant to Resolution of the Board of Trustees adopted on February 27, 2023; and that said instrument is executed as the free and voluntary act and deed of such governmental unit for the purposes expressed therein.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the _____ day of _____, 2023.

_____
Notary Public, State of Texas

EXHIBIT 1

RIGHT OF WAY AGREEMENT
DARDEN HILL RD. (CR 162) ROUNDABOUT AT SAWYER RANCH RD. AND ROADWAY EXPANSION ON DARDEN HILL ROAD (CR 162) FROM SAWYER RANCH ROAD ALONG THE PROPERTY

THE STATE OF TEXAS §
§
COUNTY OF HAYS §

This Agreement by and between the **COUNTY OF HAYS**, a political subdivision of the State of Texas, hereinafter called the County, and **DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT**, an independent school district and political subdivision of the State of Texas, hereinafter called DSISD, shall be effective on the date of approval and execution by and on behalf of the County.

In view of the mutual covenants herein expressed and contained, the DSISD agrees to grant, bargain, sell and convey the Right of Way interest of the surface only of the property as set forth herein, for the consideration and upon the terms herein stated to the County, and the County agreeing to and does hereby agree to purchase for the consideration and upon the terms herein stated the 2.595 acres of property situated in Hays County, Texas which is described in Exhibit A ("Property") which is attached hereto and incorporated herein for any and all purposes. 591

The County and DSISD do further agree as follows:

Consideration: County agrees that it shall at its sole cost cause that portion of the certain Darden Hill Rd. (CR 162) Roundabout at Sawyer Ranch Rd roadway facility project ("Roadway Construction Project") to be constructed on adjacent DSISD property described in Exhibit B attached hereto per the Roadway Construction Project design plan set approved for construction (and includes the County's obligation to move all utilities) attached hereto as Exhibit C and incorporated herein for any and all purposes, and further, the County agrees that it shall, at its sole cost, cause that portion of Darden Hill Rd. (CR 162) extending along the full length of the Property to be expanded to facilitate four (4) lanes of traffic (including two additional driveway inlets and one left turn lane to the DSISD property) to facilitate the County's long-term expansion in accordance with its regional transportation plan to provide an alternate route to Highway 290 and also serves the DSISD's property described in Exhibit B in return for the DSISD's conveyance of the surface only of the right-of-way described in Exhibit A, subject to any easements, restrictions, reservations, covenants, conditions, oil and gas leases, mineral severances, and encumbrances for taxes and assessments presently of record in the Official Public Records of Hays County, Texas that affect the Property but only to the extent that said items are still valid and in force and effect at this time.

Title Evidence and Closing: As part of the Closing of this transaction the County may choose to acquire at its own expense a policy of title insurance issued by Corridor Title Company (Dripping Springs), called the County's Closing Agent, which policy on consummation of this transaction guarantees the right of way interest to the surface only of the Property in the County. The County, without cost to DSISD, will prepared the necessary instruments and will the cost of recording all instruments conveying the right of way interest to the surface only to the County.

Ownership and Right of Way Conveyance: DSISD agrees to convey to County the surface only, right of way interest in the Property described herein. After approval by the County and DSISD, DSISD and the County agree to deliver at closing to the County's Closing Agent a conveyance instrument in the form attached hereto as Exhibit D, properly executed, conveying the surface only, right of way interest in the

Property. In the event the DSISD is unable to convey the interest described herein to said Property, then this agreement shall be null and void.

Possession: The parties agree that upon conveyance, the County shall immediately take possession.

Other: DSISD and County agree that the Property shall be used solely for a public roadway facility, related appurtenances, and utility relocation construction and operation.

The County represents and warrants to the DSISD that the County has the power of eminent domain.

DSISD and County agree this conveyance of the Property is of a determinable interest, and DSISD reserves the reversionary interest. If the Roadway Construction Project and the expansion of the roadway for the full length of the Property is not fully constructed and accepted by the County within 7 years of the date of the last of the signatures on the Right of Way Deed, the County's interest in the Property terminates and reverts to the DSISD (automatically and without need of reentry or any other action by the DSISD). Upon termination of County's interest, County upon request shall execute and deliver to DSISD an instrument in recordable form acknowledging that its interest has terminated.

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DSISD and County agree that the portions of the Roadway Construction Project being built on DSISD property outside of the Property are part of the Consideration and are for benefit of DSISD and after completion of construction these improvements they shall be owned and maintained by the DSISD.

County shall make every effort to secure funding and proceed to expedite the Roadway Construction Project as soon as possible.

The obligations of County as set out herein shall survive the Closing of this transaction and conveyance of the Property.

THE FULL AGREEMENT OF THE COUNTY AND THE DSISD IS SET FORTH IN THE FOREGOING TEXT OF THIS INSTRUMENT, AND NO OTHER REPRESENTATIONS OR OBLIGATIONS OTHER THAN THOSE SET FORTH HEREIN WILL RECOGNIZED.

DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT

By: _____

Name: _____

Title: _____

COUNTY OF HAYS

By: _____ _____

Honorable Ruben Becerra — Date

County Judge

ROUTING FOR APPROVAL ONLY

APPROVED:

Marisol Villareal-Alonzo, County Auditor

APPROVED:

Walt Smith, County Commissioner, Pct. 4

APPROVED AS TO FORM:

Mark D. Kennedy
General Counsel
SBOT#24032498

593

EXHIBIT A

Exhibit [redacted]

DOUCET
& ASSOCIATES

7401B Highway 71 West, Suite 160
Austin, TX 78735
Office: 512.583.2600
Fax: 512.583.2601

Doucetengineers.com

Right-Of-Way Parcel Number 3
Hays County, Texas

D&A Job Number 025-013
December 14, 2020

DESCRIPTION
For a 2.595-Acre [113,019 Square Feet]
Right-Of-Way Parcel

BEING A 2.595 ACRE [113,019 SQUARE FEET] PARCEL OUT OF THE FANNIE A.D. DARDEN SURVEY, ABSTRACT NO. 664, HAYS COUNTY, TEXAS, SAID 2.595-ACRE PARCEL BEING A PORTION OF A CALLED 150.74 ACRE TRACT CONVEYED TO DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT, DATED SEPTEMBER 21, 2010, RECORDED IN VOLUME 3976, PAGE 755 OF THE OFFICIAL PUBLIC RECORDS OF HAYS COUNTY, TEXAS [O.P.R.H.C.T.]; SAID 2.595-ACRE PARCEL BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

595

BEGINNING at a 3/4-inch iron pipe found in the existing south right-of-way line of Darden Hill Road (Country Road 162) a variable width right-of-way, no record information found, for the northwest corner of said 150.74-acre tract, for the northeast corner of Lot 74, Onion Creek Ranch Subdivision, recorded in Volume 8, Page 65 of the Plat Records of Hays County, Texas [P.R.H.C.T.], being that same tract conveyed to Dripping Springs Independent School District, dated June 15, 2012, recorded in Document Number 12016586, O.P.R.H.C.T. and for the northwest corner of the parcel described herein; with surface coordinates N=13,969,438.39, E=2,282,097.76;

THENCE with the existing south right-of-way line of Darden Hill Road and the north line of said 150.74-acre tract, the following three (3) courses and distances:

1) North 88°14'51" East, a distance of 2,455.73 feet to an 8-inch cedar post for an angle corner of the parcel described herein,

2) North 81°03'36" East, a distance of 155.34 feet to a calculated point for an angle corner of the parcel described herein, and

3) North 88°47'23" East, a distance of 103.31 feet to a 1/2-inch iron rod found for the northeast corner of said 150.74-acre tract, for the northwest corner of a called 28.48-acre tract conveyed to Christopher T. Smith and Russel D. Taylor, dated December 2, 2016, recorded in Document Number 16041425, O.P.R.H.C.T. and for the northeast corner of the parcel described herein;

THENCE, South 08°39'59" West, with the east line of said 150.74-acre tract and with the west line of said 28.48-acre tract, a distance of 54.46 feet to a calculated point for the southeast corner of the parcel described herein;

DOUCET
& ASSOCIATES

THENCE with the proposed south right-of-way line and through said 150.74-acre tract, the following three (3) courses and distances:

1) South 87°55'41" West, a distance of 2,393.33 feet to a calculated point for an angle corner of the parcel described herein,

2) Along a curve to the right, having a radius of 755.00 feet, an arc length of 153.21 feet, a delta angle of 11 Degrees 37 Minutes 36 Seconds to the right, and a chord which bears North 86°15'31" West, a distance of 152.95 feet to calculated point, for an angle point of the parcel described herein, and

3) North 80°26'43" West, a distance of 160.91 feet to a calculated point in the west line of said 150.74-acre tract, same point being in the east line of said Lot 74 and for the southwest corner of the parcel described herein;

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THENCE, North 01°22'43" West, with the west line of said 150.74-acre tract and with the east line of said Lot 74, a distance of 2.25 feet to the **POINT OF BEGINNING** and containing 2.595-acres (113,019 square feet) parcel of land.

Notes:

Basis of bearings is the Texas Coordinate System, South Central Zone [4204], NAD83 (2011), Epoch 2010.

All coordinates and distances are surface values and may be converted to grid by dividing by the surface adjustment factor of 1.000083. All measurements are in U.S. Survey Feet.

Record information shown hereon is based on a public records search by the surveyor. Abstracting was performed December, 2020. This survey was performed without the benefit of a Title Commitment, easements or other matters of record may exist where none are shown.

Field surveying was performed December, 2020.

A parcel plat of even date was prepared in conjunction with this property description.

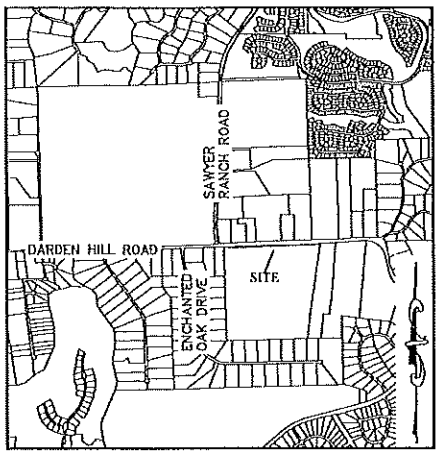
I, Christopher W. Terry, Registered Professional Land Surveyor, hereby certify that this property description and accompanying plat of even date represent an actual survey performed on the ground under my supervision.

12/14/2020

Christopher W. Terry — Date
Registered Professional Land Surveyor
Texas Registration Number 6649
Doucet & Associates
cterry@doucetengineers.com
TBPLS Firm Number 10105800



COMMITMENT YOU EXPECT.
EXPERIENCE YOU NEED.
PEOPLE YOU TRUST.



LOCATION MAP

NOT TO SCALE

FANNIE A.D. DARDEN SURVEY

ABSTRACT NO. 664

LINE TABLE		
LINE	BEARING	DISTANCE
L2	N01°22'43"W	2.25'

0 100 200

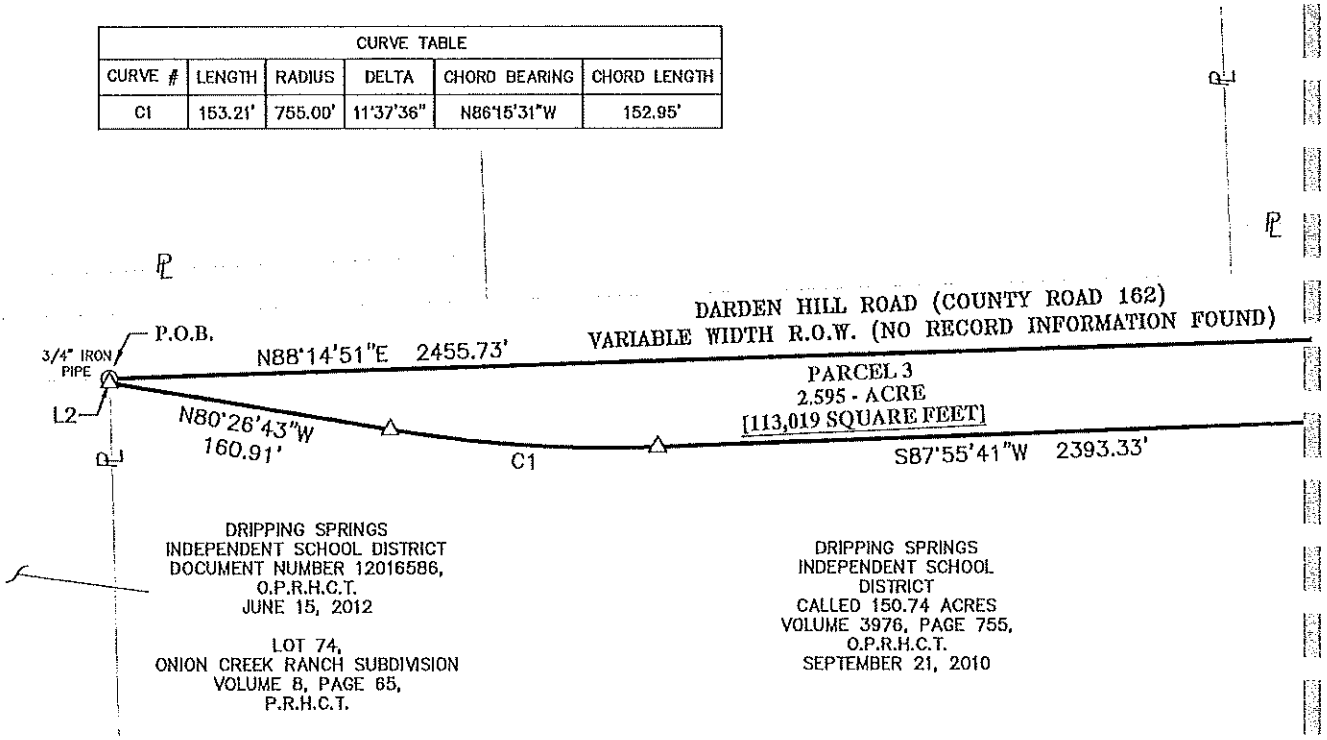
50 150

GRAPHIC SCALE: 1" = 100'

LEGEND

	PROPOSED PARCEL LINE
℄	PROPERTY LINE
●	IRON ROD FOUND [UNLESS NOTED OTHERWISE]
△	CALCULATED POINT
⊙	IRON PIPE FOUND [AS NOTED]
R.O.W.	RIGHT-OF-WAY
P.O.B.	POINT OF BEGINNING
P.R.H.C.T.	PLAT RECORDS, HAYS COUNTY, TEXAS
O.P.R.H.C.T.	OFFICIAL PUBLIC RECORDS, HAYS COUNTY, TEXAS

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C1	153.21'	755.00'	11°37'36"	N86°15'31"W	152.95'



NOTES:

BASIS OF BEARING IS THE TEXAS COORDINATE SYSTEM, SOUTH CENTRAL ZONE [4204], NAD 83 (2011), EPOCH 2010. ALL DISTANCES SHOWN ARE SURFACE VALUES AND MAY BE CONVERTED TO GRID BY DIVIDING BY THE SURFACE ADJUSTMENT FACTOR OF 1.000083. UNITS: US SURVEY FEET.

THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE COMMITMENT. EASEMENTS OR OTHER MATTERS OF RECORD MAY EXIST WHERE NONE ARE SHOWN.

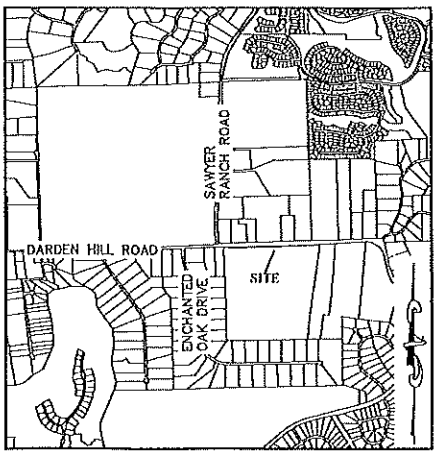
PARCEL 3
EXHIBIT
2.595-ACRE
[113,019 SQ. FT.]

CITY OF SAN MARCOS, HAYS COUNTY, TEXAS

D&A DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.doucetandassociates.com
TBPLS Firm No.: 10105800
TBPE Firm No.:F-3937

Date:	12/14/2020
Scale:	1"=100'
Drawn by:	JRT
Reviewer:	CWT
Project:	025-013
Sheet:	3 of 6
Field Book:	N/A
Party Chief:	BSS
Survey Date:	12/01/2020

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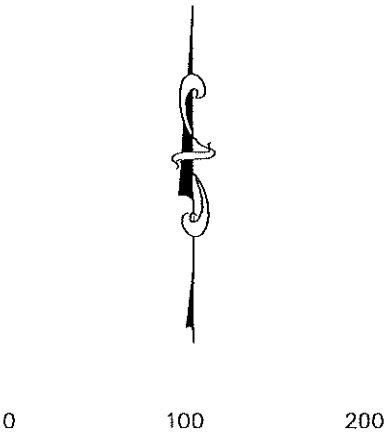


LOCATION MAP

NOT TO SCALE

FANNIE A.D. DARDEN SURVEY

ABSTRACT NO. 664



GRAPHIC SCALE: 1" = 100'

LEGEND

PROPOSED PARCEL LINE	
PROPERTY LINE	
R.O.W.	RIGHT-OF-WAY
P.O.B.	POINT OF BEGINNING
O.P.R.H.C.T.	OFFICIAL PUBLIC RECORDS, HAYS COUNTY, TEXAS

598

MATCHLINE SHEET 5

MATCHLINE SHEET 6

DARDEN HILL ROAD
(COUNTY ROAD 162)
VARIABLE WIDTH R.O.W.
(NO RECORD INFORMATION FOUND)

N88°14'51"E 2455.73'

PARCEL 3
2.595 - ACRE
[113,019 SQUARE FEET]

S87°55'41"W 2393.33'

DRIPPING SPRINGS
INDEPENDENT SCHOOL
DISTRICT
CALLED 150.74 ACRES
VOLUME 3976, PAGE 755,
O.P.R.H.C.T.
SEPTEMBER 21, 2010

NOTES:

BASIS OF BEARING IS THE TEXAS COORDINATE SYSTEM, SOUTH CENTRAL ZONE [4204], NAD 83 (2011), EPOCH 2010. ALL DISTANCES SHOWN ARE SURFACE VALUES AND MAY BE CONVERTED TO GRID BY DIVIDING BY THE SURFACE ADJUSTMENT FACTOR OF 1.000083. UNITS: US SURVEY FEET.

THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE COMMITMENT. EASEMENTS OR OTHER MATTERS OF RECORD MAY EXIST WHERE NONE ARE SHOWN.

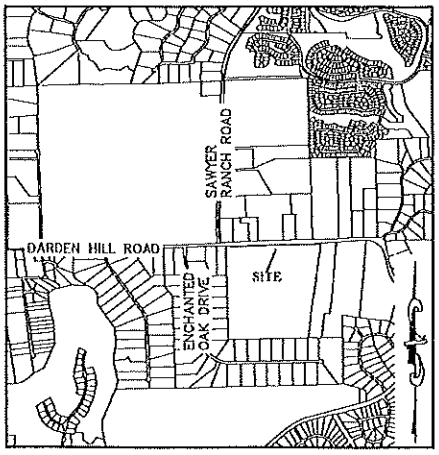
PARCEL 3
EXHIBIT
2.595-ACRE
[113,019 SQ. FT.]

CITY OF SAN MARCOS,
HAYS COUNTY, TEXAS

D&A DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.doucetandassociates.com
TBPLS Firm No.: 10105800
TBPE Firm No.:F-3937

Date:	12/14/2020
Scale:	1"=100'
Drawn by:	JRT
Reviewer:	CWT
Project:	025-013
Sheet:	4 of 6
Field Book:	N/A
Party Chief:	BSS
Survey Date:	12/01/2020

x:\Departments\Geospatial\Projects\025-013 Darden Hill CR 162\CADD\dwg\Working\Parcels\025-013 P3.dwg



LOCATION MAP

NOT TO SCALE

FANNIE A.D. DARDEN SURVEY

ABSTRACT NO. 664

LEGEND	
———	PROPOSED PARCEL LINE
R.O.W.	RIGHT-OF-WAY
P.O.B.	POINT OF BEGINNING
O.P.R.H.C.T.	OFFICIAL PUBLIC RECORDS, HAYS COUNTY, TEXAS

0 100 200

50 150

GRAPHIC SCALE: 1" = 100'

599

DARDEN HILL ROAD
(COUNTY ROAD 162)
VARIABLE WIDTH R.O.W.
(NO RECORD INFORMATION FOUND)

MATCHLINE SHEET 4

MATCHLINE SHEET 6

N88°14'51"E 2455.73'

PARCEL 3
2.595 - ACRE
[113,019 SQUARE FEET]

S87°55'41"W 2393.33'

DRIPPING SPRINGS
INDEPENDENT SCHOOL
DISTRICT
CALLED 150.74 ACRES
VOLUME 3976, PAGE 755,
O.P.R.H.C.T.
SEPTEMBER 21, 2010

NOTES:

BASIS OF BEARING IS THE TEXAS COORDINATE SYSTEM, SOUTH CENTRAL ZONE [4204], NAD 83 (2011), EPOCH 2010. ALL DISTANCES SHOWN ARE SURFACE VALUES AND MAY BE CONVERTED TO GRID BY DIVIDING BY THE SURFACE ADJUSTMENT FACTOR OF 1.000083. UNITS: US SURVEY FEET.

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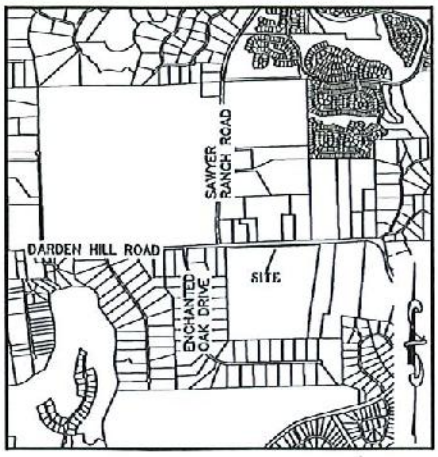
PARCEL 3
EXHIBIT
2.595-ACRE
[113,019 SQ. FT.]

CITY OF SAN MARCOS,
HAYS COUNTY, TEXAS

D&A DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
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www.doucetandassociates.com
TBPLS Firm No.: 10105800
TBPE Firm No.:F-3937

Date:	12/14/2020
Scale:	1"=100'
Drawn by:	JRT
Reviewer:	CWT
Project:	025-013
Sheet:	5 of 6
Field Book:	N/A
Party Chief:	BSS
Survey Date:	12/01/2020

x:\Departments\Geospatial\Projects\025-013 Darden Hill CR 162\CADD\dwg\Working\Parcels\025-013 P3.dwg



LOCATION MAP

NOT TO SCALE

FANNIE A.D. DARDEN SURVEY

ABSTRACT NO. 664

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S08°39'59"W	54.46'

0 100 200

50 150

GRAPHIC SCALE: 1" = 100'

LEGEND

	PROPOSED PARCEL LINE
℄	PROPERTY LINE
●	CEDAR POST [AS NOTED]
●	IRON ROD FOUND [AS NOTED]
△	CALCULATED POINT
R.O.W.	RIGHT-OF-WAY
P.O.B.	POINT OF BEGINNING
O.P.R.H.C.T.	OFFICIAL PUBLIC RECORDS, HAYS COUNTY, TEXAS

DARDEN HILL ROAD
(COUNTY ROAD 162)
VARIABLE WIDTH R.O.W.
(NO RECORD INFORMATION FOUND)

600

N88°14'51"E 2455.73'

8" CEDAR POST

N81°03'36"E 155.34'

N88°47'23"E 103.31'

1/2" IRON ROD

L1

PARCEL 3
2.595 - ACRE
[113,019 SQUARE FEET]

S87°55'41"W 2393.33'

MATCHLINE SHEET 5

DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT
CALLED 150.74 ACRES
VOLUME 3976, PAGE 755,
O.P.R.H.C.T.
SEPTEMBER 21, 2010

CHRISTOPHER T. SMITH AND RUSSEL D. TAYLOR
CALLED 28.48 ACRES
DOCUMENT NUMBER 16041425,
O.P.R.H.C.T.
DECEMBER 2, 2016

NOTES:

BASIS OF BEARING IS THE TEXAS COORDINATE SYSTEM, SOUTH CENTRAL ZONE [4204], NAD 83 (2011), EPOCH 2010. ALL DISTANCES SHOWN ARE SURFACE VALUES AND MAY BE CONVERTED TO GRID BY DIVIDING BY THE SURFACE ADJUSTMENT FACTOR OF 1.000083.
UNITS: US SURVEY FEET.

THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE COMMITMENT. EASEMENTS OR OTHER MATTERS OF RECORD MAY EXIST WHERE NONE ARE SHOWN.

STATE OF TEXAS
REGISTERED
CHRISTOPHER W. TERRY
6649
PROFESSIONAL
LAND SURVEYOR

I, CHRISTOPHER W. TERRY, HEREBY CERTIFY THAT THIS PROPERTY DESCRIPTION AND ACCOMPANYING PLAT OF EVEN DATE REPRESENT AN ACTUAL SURVEY PERFORMED ON THE GROUND UNDER MY SUPERVISION

12/14/2020

CHRISTOPHER W. TERRY DATE
REGISTERED PROFESSIONAL LAND SURVEYOR
TEXAS REGISTRATION NO. 6649
DOUCET & ASSOCIATES, INC.
CTERRY@ DOUCETENGINEERS.COM

PARCEL 3
EXHIBIT
2.595-ACRE
[113,019 SQ. FT.]

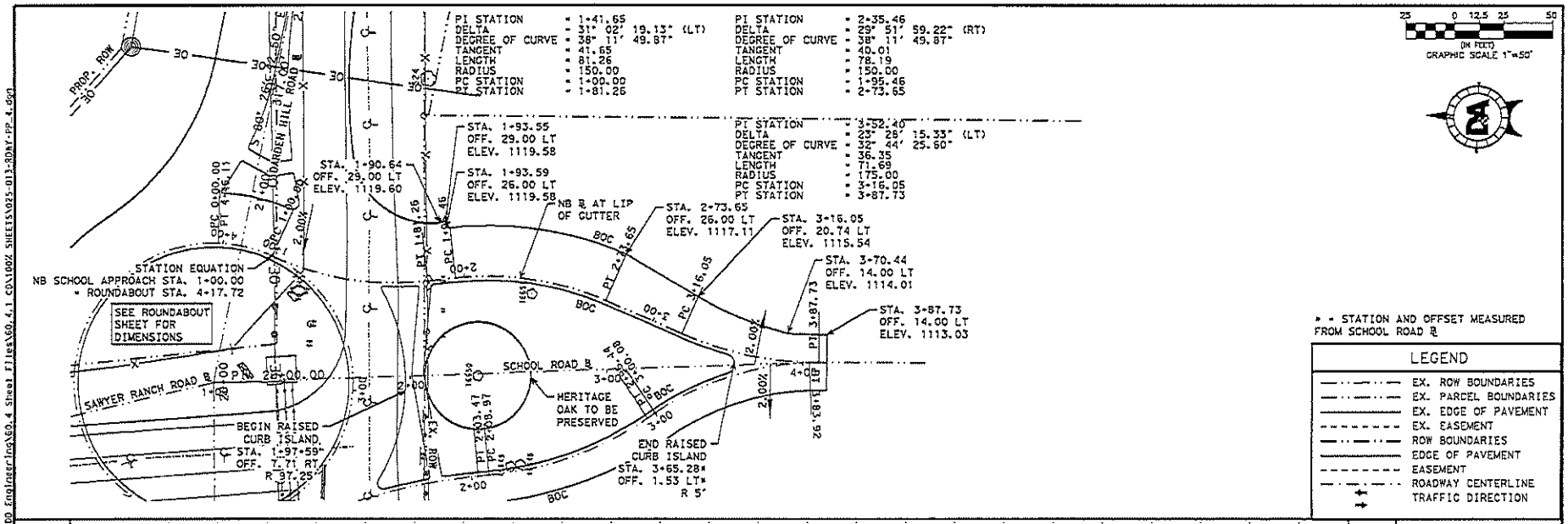
CITY OF SAN MARCOS,
HAYS COUNTY, TEXAS

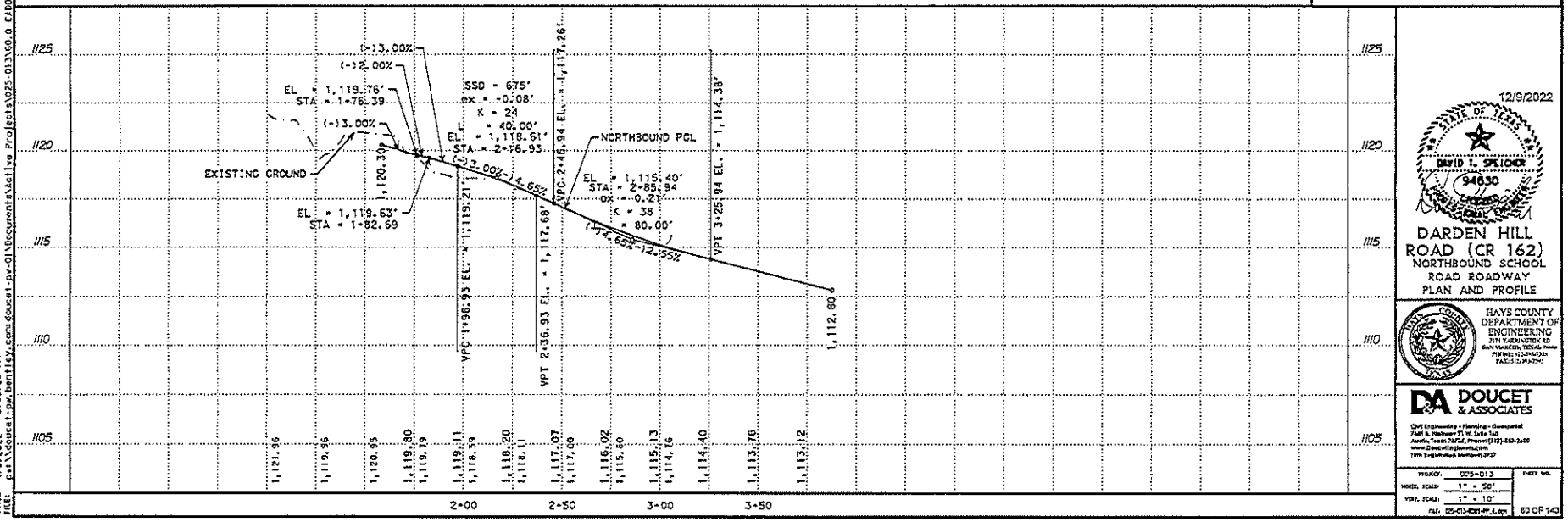
DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.doucetandassociates.com
TBPLS Firm No.: 10105800
TBPE Firm No.:F-3937

Date:	12/14/2020
Scale:	1"=100'
Drawn by:	JRT
Reviewer:	CWT
Project:	025-013
Sheet:	6 of 6
Field Book:	N/A
Party Chief:	BSS
Survey Date:	12/01/2020

X:\Departments\Geospatial\Projects\025-013 Darden Hill CR 162\CADD\ewe\Working\Parcels\025-013 P3.dwg

EXHIBIT B





12/9/2022

STATE OF TEXAS
DAVID L. SPICHER
94630
LICENSED
PROFESSIONAL
ENGINEER

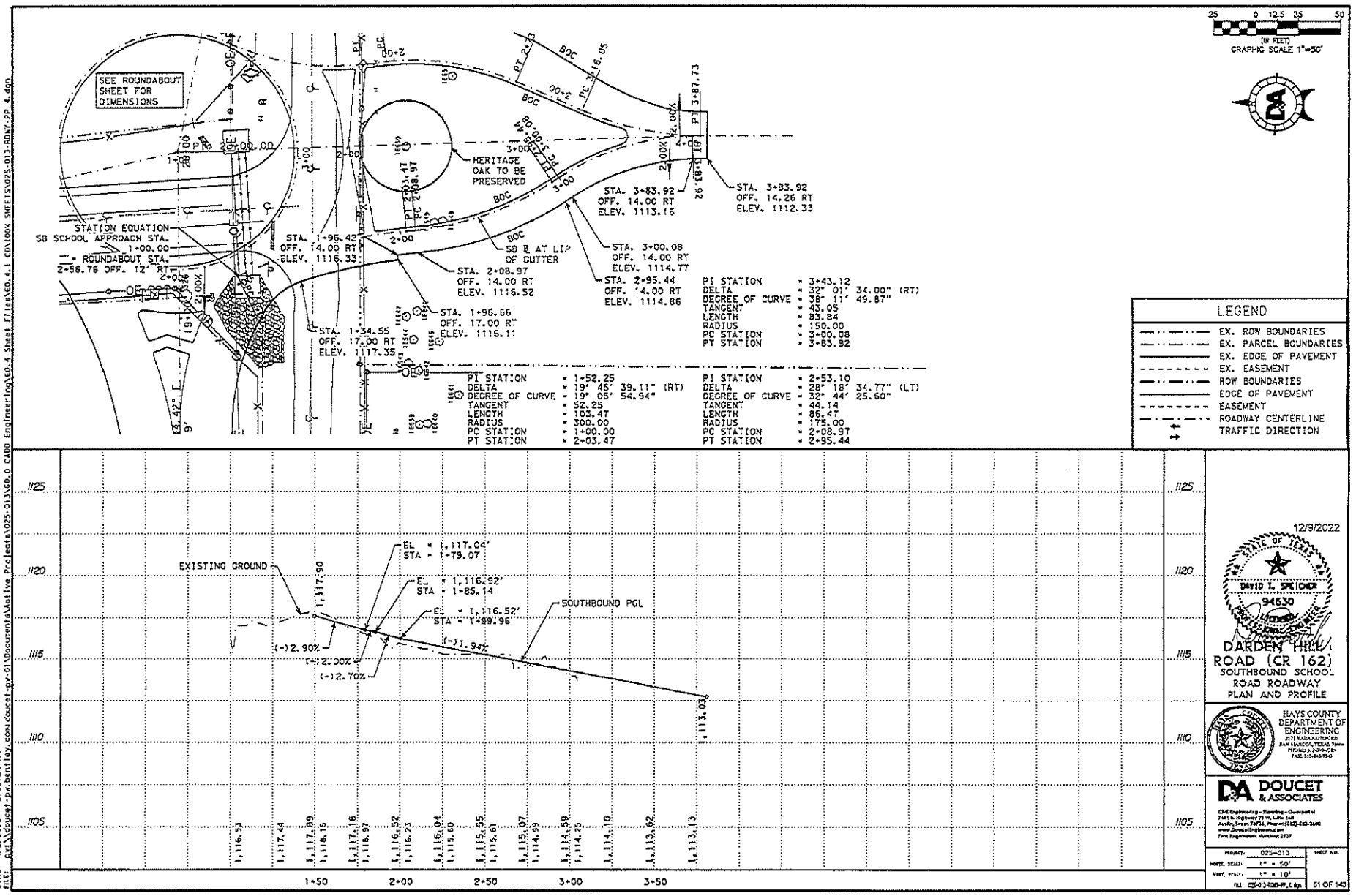
DARDEN HILL ROAD (CR 162)
NORTHBOUND SCHOOL ROAD ROADWAY
PLAN AND PROFILE

HAYS COUNTY DEPARTMENT OF ENGINEERING
21N YARRINGTON RD
SAN MARCOS, TEXAS
PHONE: 512-393-7335
FAX: 512-393-7340

DOUCET & ASSOCIATES
Civil Engineering • Planning • Surveying
7401 B. Highway 71 W., Suite 160
Austin, Texas 78735, Phone: (512) 583-2600
www.DoucetEngineers.com
TBPE Engineering Firm Num. 2337

PROJECT:	025-013
HORIZ. SCALE:	1" = 50'
VERT. SCALE:	1" = 10'
FILE:	025-013-RDWY-PP_4.dgn
SHEET NO.	60 OF 143

DATE: 4/8/2022 8:59:23 AM
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12/9/2022

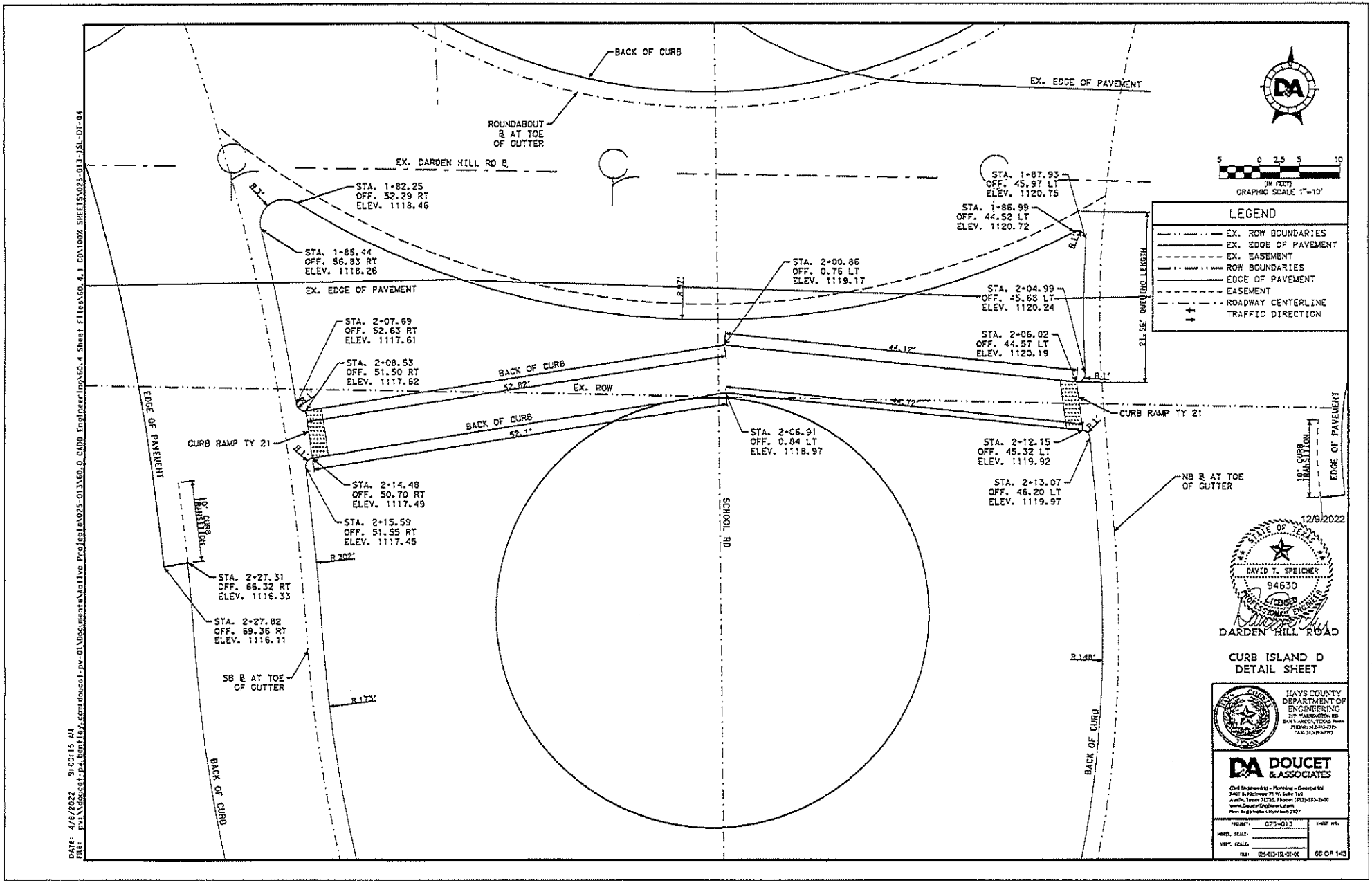
DARDEN HILL ROAD (CR 162)
SOUTHBOUND SCHOOL ROAD ROADWAY
PLAN AND PROFILE

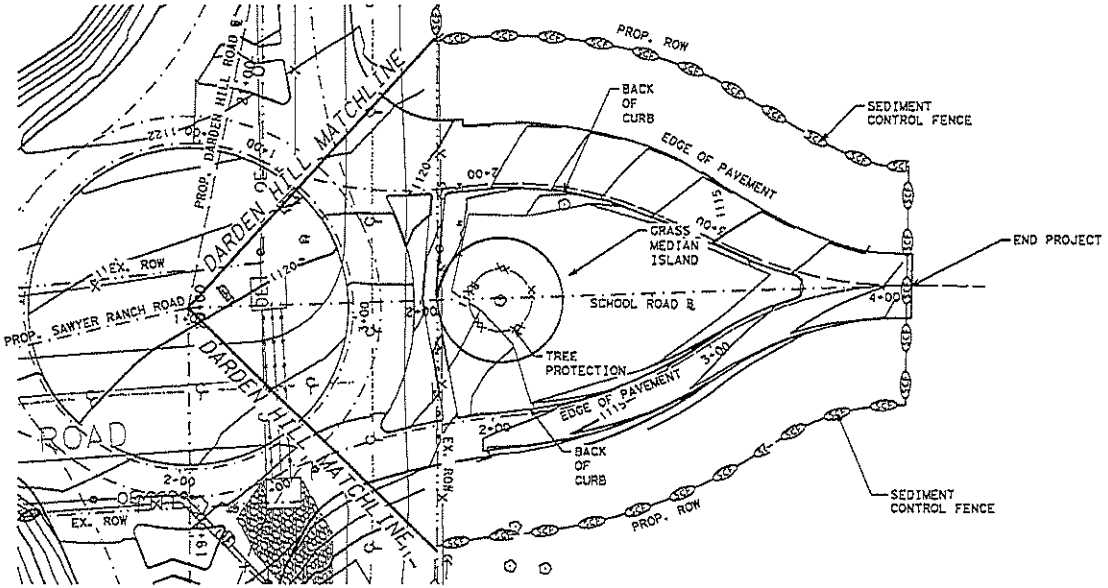
HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS
PHONE: 512-393-7331
FAX: 512-393-7990

DOUCET & ASSOCIATES
CIVIL Engineering - Planning - Environmental
7401 B. Highway 71 W., Suite 160
Austin, Texas 78735, Phone: (512) 583-2600
www.DoucetEngineers.com
Texas Engineering Registration #2937

PROJECT: 025-013
HORIZ. SCALE: 1" = 50'
VERT. SCALE: 1" = 10'
FILE: 025-013-ROAD-PP_4.dgn
SHEET NO. 61 OF 143

DATE: 4/8/2022 8:59:24 AM
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BACK OF CURB
EX. EDGE OF PAVEMENT
ROUNDABOUT
℄ AT TOE
OF GUTTER
EX. DARDEN HILL RD ℄
STA. 1+82.25
OFF. 52.29 RT
ELEV. 1118.46
STA. 1+85.44
OFF. 56.83 RT
ELEV. 1118.26
EX. EDGE OF PAVEMENT
STA. 1+87.93
OFF. 45.97 LT
ELEV. 1120.75
STA. 1+86.99
OFF. 44.52 LT
ELEV. 1120.72
STA. 2+00.86
OFF. 0.76 LT
ELEV. 1119.17
STA. 2+04.99
OFF. 45.68 LT
ELEV. 1120.24
STA. 2+07.69
OFF. 52.63 RT
ELEV. 1117.61
STA. 2+08.53
OFF. 51.50 RT
ELEV. 1117.62
STA. 2+06.02
OFF. 44.57 LT
ELEV. 1120.19
BACK OF CURB
52.82'
EX. ROW
44.12'
BACK OF CURB
52.11'
44.72'
CURB RAMP TY 21
CURB RAMP TY 21
STA. 2+06.91
OFF. 0.84 LT
ELEV. 1118.97
STA. 2+12.15
OFF. 45.32 LT
ELEV. 1119.92
STA. 2+14.48
OFF. 50.70 RT
ELEV. 1117.49
STA. 2+15.59
OFF. 51.55 RT
ELEV. 1117.45
STA. 2+13.07
OFF. 46.20 LT
ELEV. 1119.97
NB ℄ AT TOE
OF GUTTER
EDGE OF PAVEMENT
SCHOOL RD
STA. 2+27.31
OFF. 66.32 RT
ELEV. 1116.33
STA. 2+27.82
OFF. 69.36 RT
ELEV. 1116.11
SB ℄ AT TOE
OF GUTTER
BACK OF CURB
BACK OF CURB
R 302'
R 177'
R 148'
21.56' OUTLINE LENGTH
5 0 2.5 5 10
(IN FEET)
GRAPHIC SCALE 1"=10'
LEGEND
EX. ROW BOUNDARIES
EX. EDGE OF PAVEMENT
EX. EASEMENT
ROW BOUNDARIES
EDGE OF PAVEMENT
EASEMENT
ROADWAY CENTERLINE
TRAFFIC DIRECTION
12/9/2022
STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER
DARDEN HILL ROAD
CURB ISLAND D
DETAIL SHEET
HAYS COUNTY
DEPARTMENT OF
ENGINEERING
DOUCET
& ASSOCIATES
PROJECT: 025-013
SHEET NO.
025-013-ISL-01-04
66 OF 143
DATE: 4/6/2022 9:00:15 AM
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25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

SCHOOL ROAD TEMPORARY SWPPP LAYOUT

TEMPORARY SEDIMENT CONTROL FENCE = 527 LF

LEGEND

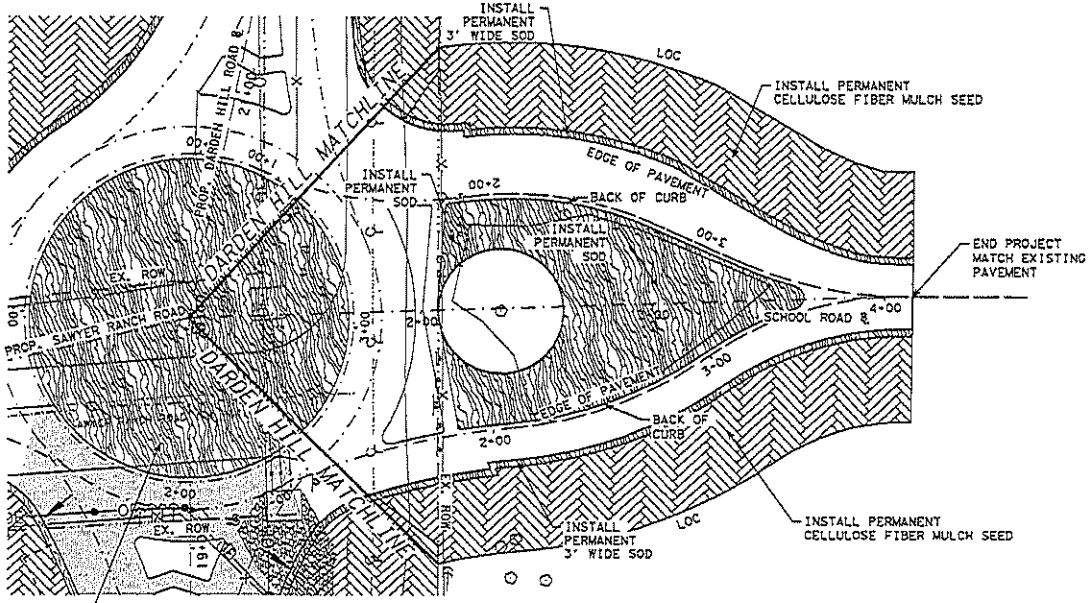
- TEMPORARY SEDIMENT CONTROL FENCE
- EROSION CONTROL LOG
- ROCK FILTER DAM
- EX. ROW BOUNDARIES
- EX. EDGE OF PAVEMENT
- ROW BOUNDARIES
- EDGE OF PAVEMENT
- ROADWAY CENTERLINE
- TRAFFIC DIRECTION

HAYS COUNTY DEPARTMENT OF ENGINEERING
211 Y ARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7307
FAX: 512-393-7320

DOUCET & ASSOCIATES
Civil Engineering • Planning • Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735 Phone: (512) 583-2600
www.DoucetEngineers.com
Firm Registration Number: 2337

PROJECT: 025-013
SHEET NO.
SCALE:
VERT. SCALE:
FILE: 025-013-SWPP
87 OF 143

DATE: 4/8/2022 9:03:31 AM
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25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

12/9/2022

DARDEN HILL ROAD (CR 162)
SCHOOL ROAD
PERMANENT SWPPP LAYOUT

TOTAL SOD AREA = 1,055 SY
TOTAL CELLULOSE FIBER MULCH SEED AREA = 1,826 SY

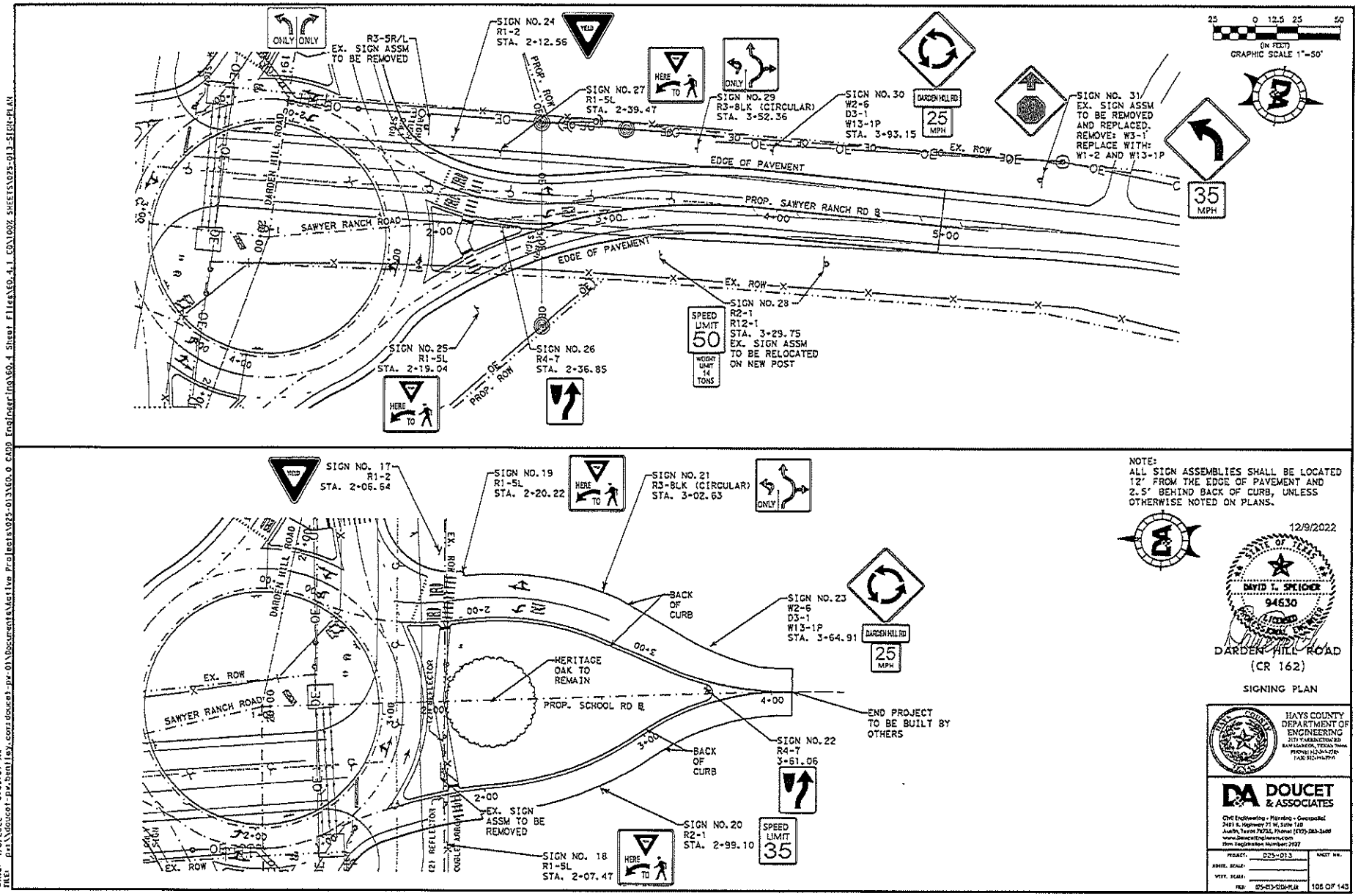
LEGEND
- CELLULOSE FIBER MULCH SEED AREA
- SOD AREA
- ROADWAY AREA
- EX. ROW BOUNDARIES
- EX. EDGE OF PAVEMENT
- ROW BOUNDARIES
- EDGE OF PAVEMENT
- ROADWAY CENTERLINE
- TRAFFIC DIRECTION

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7307
FAX: 512-393-7320

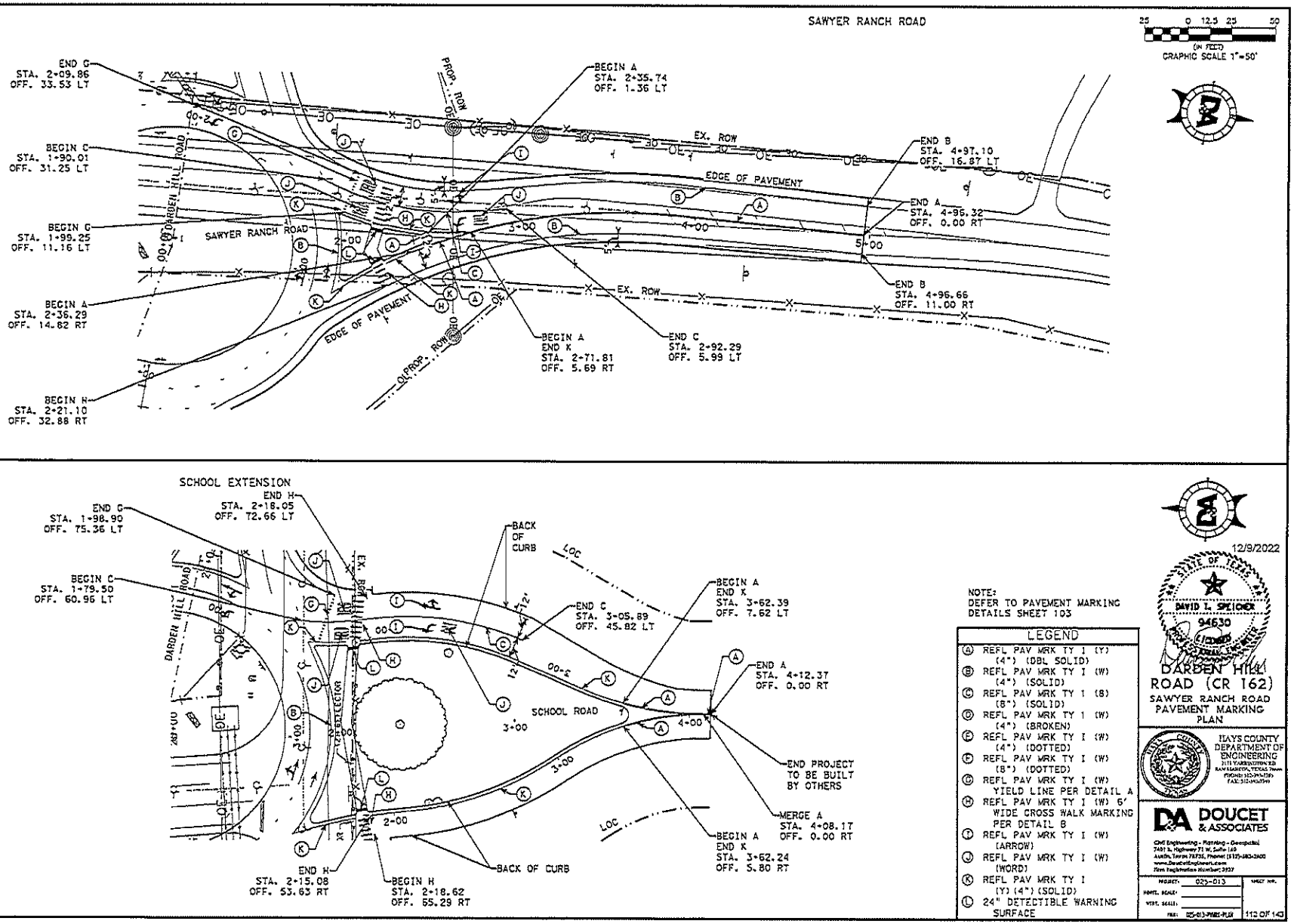
DOUCET & ASSOCIATES
Civil Engineering • Planning • Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735. Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT: 025-013
SHEET NO.
91 OF 143

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NOTE:
DEFER TO PAVEMENT MARKING DETAILS SHEET 103

LEGEND

(A)	REFL PAV MRK TY I (Y) (4") (DBL SOLID)
(B)	REFL PAV MRK TY I (W) (4") (SOLID)
(C)	REFL PAV MRK TY I (B) (8") (SOLID)
(D)	REFL PAV MRK TY I (W) (4") (BROKEN)
(E)	REFL PAV MRK TY I (W) (4") (DOTTED)
(F)	REFL PAV MRK TY I (W) (8") (DOTTED)
(G)	REFL PAV MRK TY I (W) YIELD LINE PER DETAIL A
(H)	REFL PAV MRK TY I (W) 6' WIDE CROSS WALK MARKING PER DETAIL B
(I)	REFL PAV MRK TY I (W) (ARROW)
(J)	REFL PAV MRK TY I (W) (WORD)
(K)	REFL PAV MRK TY I (Y) (4") (SOLID)
(L)	24" DETECTIBLE WARNING SURFACE

12/9/2022

STATE OF TEXAS
DAVID L. SPICHER
94530
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

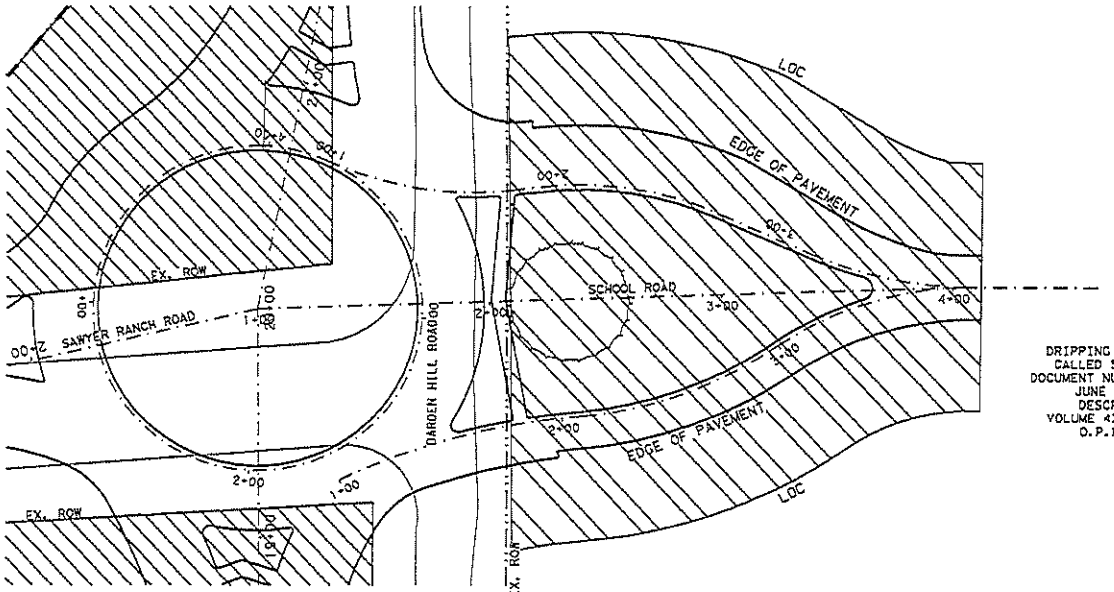
SAWYER RANCH ROAD
PAVEMENT MARKING
PLAN

HAYS COUNTY
DEPARTMENT OF
ENGINEERING
111 WARBURTON'D
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7307
FAX: 512-393-7320

DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512) 583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT:	025-013
HORIZ. SCALE:	
VERT. SCALE:	
FILE:	025-013-PVMRK-PLN
SHEET NO.	112 OF 143

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DRIPPING SPRINGS ISD
CALLED 5.007 ACRES
DOCUMENT NUMBER 12016586
JUNE 15, 2012
DESCRIBED IN
VOLUME 4368 PAGE 321
O.P.R.H.C.T.

25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

12/9/2022

STATE OF TEXAS
DAVID I. SPEICHER
94530
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)
RIGHT OF WAY EXHIBIT

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7307
FAX: 512-393-7331

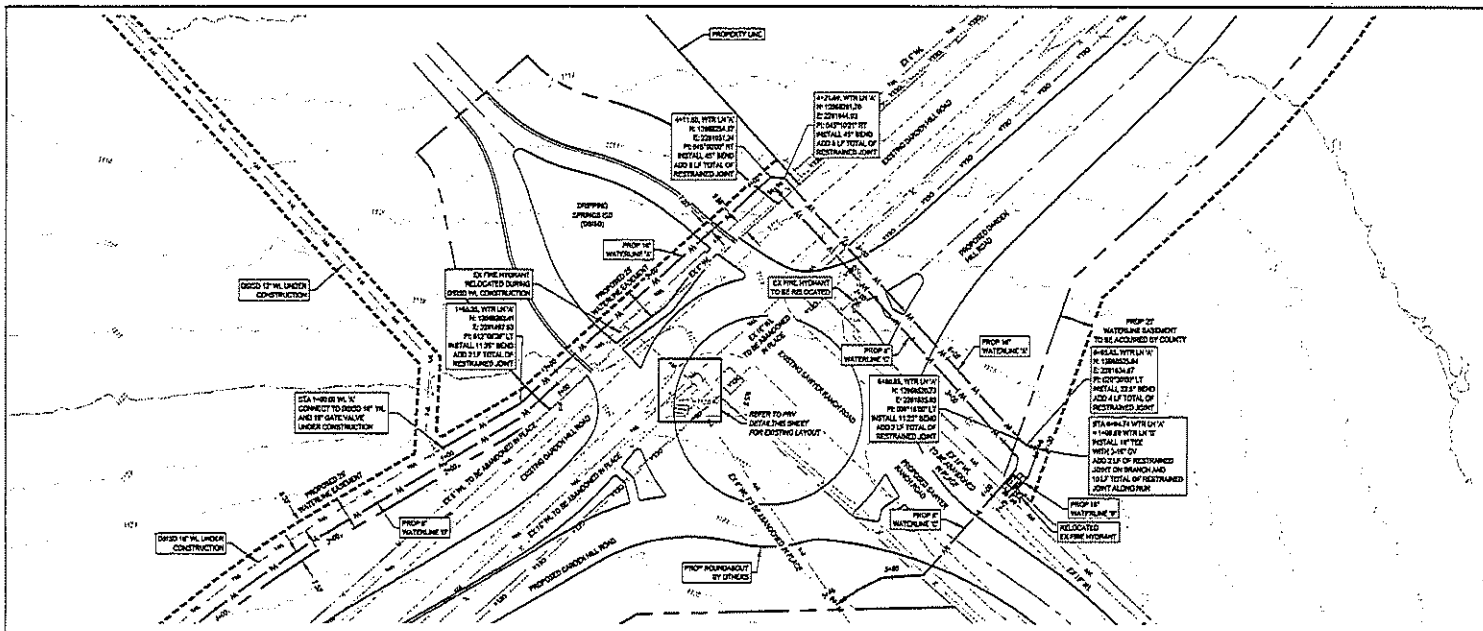
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Civil Engineering • Planning • Geospatial
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Austin, Texas 78735, Phone: (512) 583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

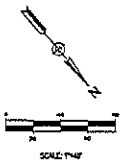
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HORIZ. SCALE:
VERT. SCALE:
FILE: 025-013-ROW_EX
SHEET No. 139 OF 143

LEGEND

- EX. ROW BOUNDARIES
- EX. PARCEL BOUNDARIES
- EX. EDGE OF PAVEMENT
- EX. EASEMENT
- ROW BOUNDARIES
- EDGE OF PAVEMENT
- EASEMENT
- ROADWAY CENTERLINE
- ROW ACQUISITION
- CONSTRUCTION AREA

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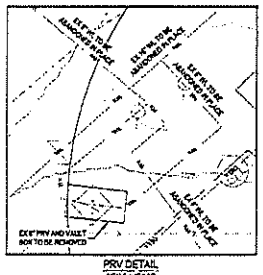
LEGEND

- PROPOSED WATERLINE
- EXISTING CONTOUR
- PROP ROW
- EXISTING ROW
- EXISTING FENCE
- EXISTING WATER LINE
- EXISTING OVERHEAD ELECTRIC
- PROPOSED FIRE HYDRANT
- EXISTING FIRE HYDRANT
- PROPOSED GATE VALVE
- EXISTING GATE VALVE

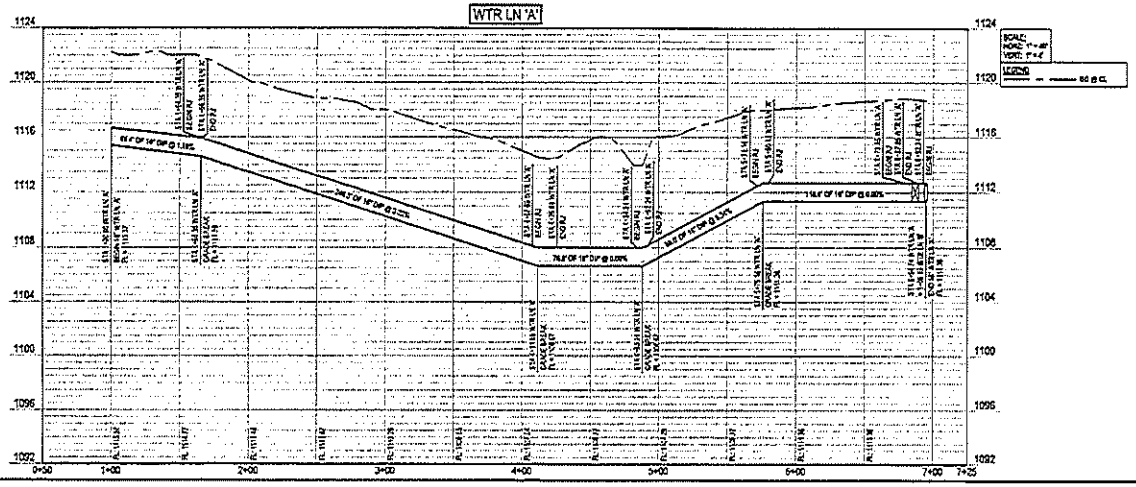
NOTES:

1. WATERLINE PIPE SHALL BE CLASS 250 DIP AND FITTINGS SHALL BE MECHANICAL JOINT UNLESS OTHERWISE SPECIFIED.
2. REFER TO DETAIL SHEETS FOR VALVES, FITTINGS, APPURTENANCES, AND JOINT RESTRAINT.
3. ALL PIPE DEFLECTIONS SHALL NOT EXCEED 80% OF PIPE MANUFACTURER'S SPECIFICATIONS. WHERE NECESSARY, THE CONTRACTOR SHALL MAKE THE TRANSITION OVER MULTIPLE PIPE JOINTS.
4. HORIZONTAL BENDS MAY BE ROTATED TO ACHIEVE VERTICAL DEFLECTIONS.
5. ALL GATE VALVES SHALL BE RESILIENT WEDGE.
6. EXISTING GRADE IS CREATED FROM THIRD GIS DATA. CONTRACTOR TO VERIFY PRIOR TO CONSTRUCTION.
7. REFER TO EROSION AND SEDIMENTATION CONTROL SHEETS FOR EROSION CONTROL AND TREE PROTECTION PLAN.
8. EXISTING DRIVEWAYS, TRAILS, SIDEWALKS, AND LANDSCAPING DISTURBED DURING CONSTRUCTION SHALL BE REPLACED IN KIND BY CONTRACTOR.

THE LOCATION OF EXISTING UNDERGROUND AND OVERHEAD UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. THEY AGREE TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGE WHICH MIGHT BE OCCASIONED BY THEIR FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND AND OVERHEAD UTILITIES.



PRV DETAIL
SCALE: 1"=10'



NOTE:

ALL RESPONSIBILITY FOR THE ADEQUACY OF THESE PLANS REMAINS WITH THE ENGINEER WHO PREPARED THEM. IN APPROVING THESE PLANS, THE CITY OF DRIPPING SPRINGS AND HAYS COUNTY MUST RELY UPON THE ADEQUACY OF THE WORK OF THE DESIGN ENGINEER.

WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY
DARDEN HILL ROAD BOOSTER WATERLINE RELOCATION
HAYS COUNTY, TEXAS

WATERLINE 'A' PLAN AND PROFILE

GEORGE M. MURPHY
DATE 04-14-2021
PROFESSIONAL ENGINEER

LIEN CONTACT
TEXAS WATER DEVELOPMENT BOARD
1700 N. CONGRESS AVE.
AUSTIN, TX 78711-3231
(512) 463-7847

Texas Registered Engineering Firm F-693

MURFEE ENGINEERING COMPANY

DESIGNED BY: RJA
DRAWN BY: RJA
CHECKED BY: GWM
APPROVED BY: GWM
DATE: 12/29/2021
F.B.S. NO.
JOB NO. 11061.124
SHEET NO. 5 OF 10

EXHIBIT C

DocuSign Envelope ID: C28D20DF-4DF9-468F-8489-925002CE8584

HAYS COUNTY

DARDEN HILL AT SAWYER RANCH ROUNDABOUT
PRECINCT NUMBER 4

Hays County Project No. IFB 2023-B11

NET LENGTH OF ROADWAY= 2,323 FT.= .44 MI.

ROADWAY	CLASSIFICATION	DESIGN SPEED
	MAJOR ARTERIAL (MAD2)	25
ROADWAY	ADT (CURRENT)	ADT (2041)
	2,576	3,606
ROADWAY	DIRECTIONAL DISTRIBUTION (D)	PERCENT TRUCKS (T)
		3.2%

INDEX OF SHEETS

NOTE:
SEE SHEET 2 FOR SHEET INDEX.

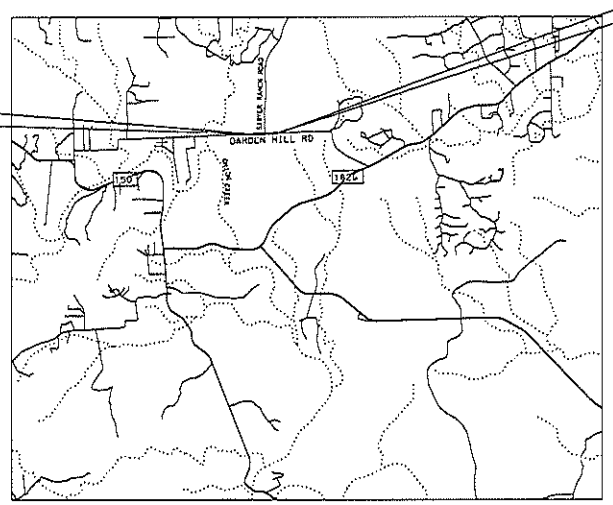
THE STANDARD DRAWINGS SHOWN IN THE INDEX OF SHEETS ABOVE AND IDENTIFIED HEREIN BY THE SYMBOL * HAVE BEEN SELECTED BY ME OR UNDER MY DIRECT SUPERVISION AS BEING APPLICABLE TO THIS PROJECT.

LIMITS: INTERSECTION OF SAWYER RANCH ROAD & DARDEN HILL ROAD

FOR THE CONSTRUCTION OF: GRADING, ASPHALT PAVEMENT, DRAINAGE STRUCTURES, PAVEMENT MARKINGS, SIGNING AND EROSION CONTROL MEASURES

BEGIN PROJECT
STA. 11+00.00

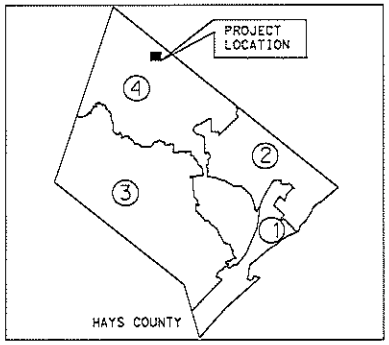
END PROJECT
STA. 24+53.98



VICINITY MAP
N.T.S.

EXCEPTIONS: NONE
EQUATIONS: NONE
RAILROAD CROSSINGS: NONE
WATERSHED: ONION CREEK
AREA OF DISTURBANCE: 9.02 ACRES

REQUIRED SIGNS SHALL BE PLACED IN ACCORDANCE WITH STANDARD SHEETS BC(1)-14 THRU BC(12)-14 AND THE "TEXAS MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES."



TxDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION OF HIGHWAYS, STREETS AND BRIDGES ADOPTED ON NOVEMBER 1, 2014 AND ALL APPLICABLE SPECIAL PROVISIONS AND SPECIAL SPECIFICATIONS AS INDICATED IN THE BID DOCUMENTS SHALL GOVERN ON THIS PROJECT.

APPROVED BY:

DocuSigned by:
[signature]
FBFCC05B6462447...

12/14/2022
DATE

WALT SMITH
HAYS COUNTY COMMISSIONER, PRECINCT 4

APPROVED BY:

DocuSigned by:
Jerry Borcherding
1FCD0120FF31432...

12/14/2022
DATE

JERRY BORCHERDING
HAYS COUNTY ENGINEER

DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

PREPARED BY: DOUCET

[signature]

DATE: 12/12/2022

DAVID TODD SPEICHER, P.E., ENV SP
DIRECTOR OF TRANSPORTATION AND PUBLIC WORKS, DOUCET & ASSOCIATES.

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

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7	DRIVEWAY DETAILS
8 - 13	GENERAL NOTES
14 - 16	SUMMARY OF QUANTITIES
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20	TRAFFIC CONTROL PHASE LAYOUT
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12/9/2022

STATE OF TEXAS
DAVID L. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL
ROAD (CR 162)

INDEX OF SHEETS

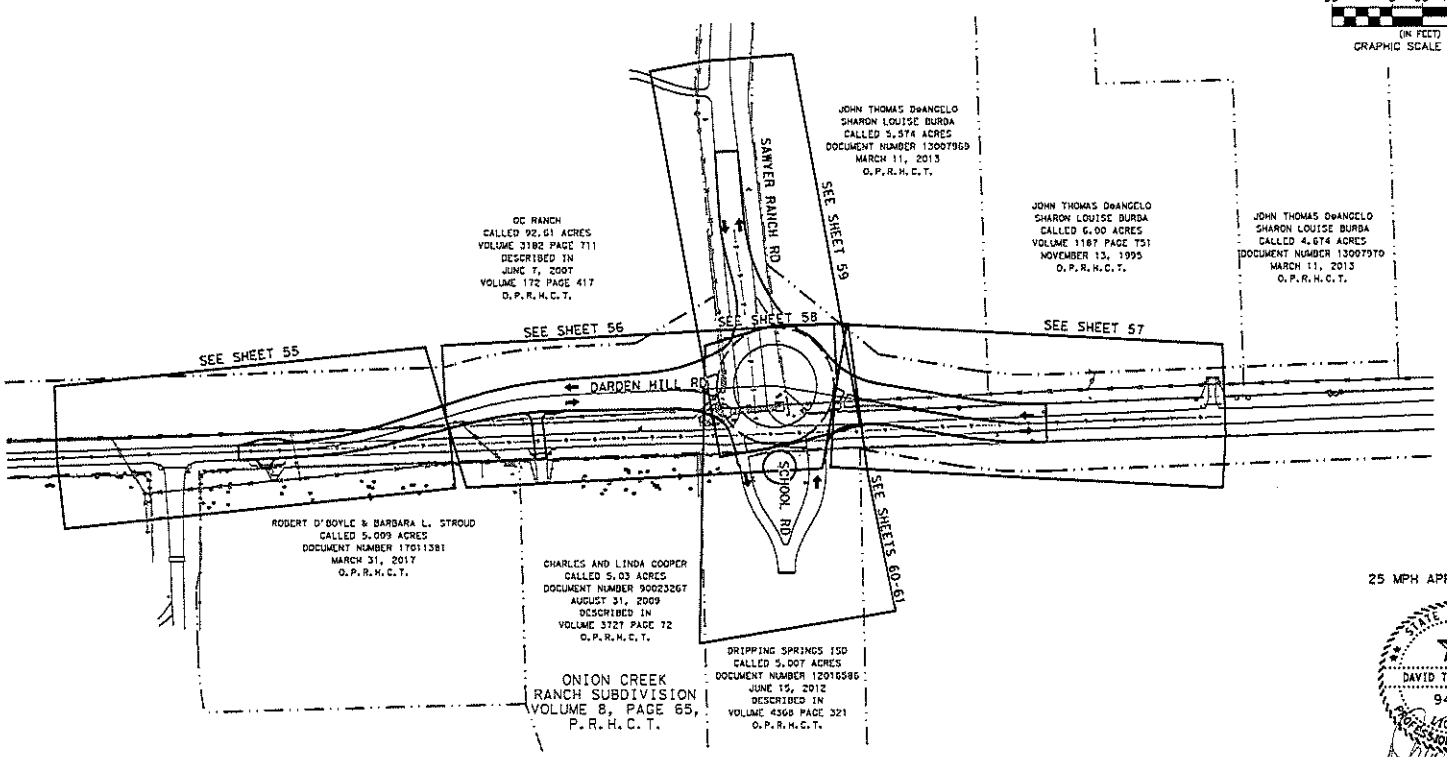
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111 VARMINTONED
SAN MARCOS, TEXAS 78666
PHONE (512) 393-7307
FAX (512) 393-7320

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Civil Engineering - Planning - Geospatial
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www.DoucetEngineers.com
Firm Registration Number: 3937

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HORIZ. SCALE:	
VERT. SCALE:	
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SHEET NO. 2 OF 143

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50 0 50 100 200
(IN FEET)
GRAPHIC SCALE 1"=200'

25 MPH APPROACH SPEED

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)
PROJECT LAYOUT

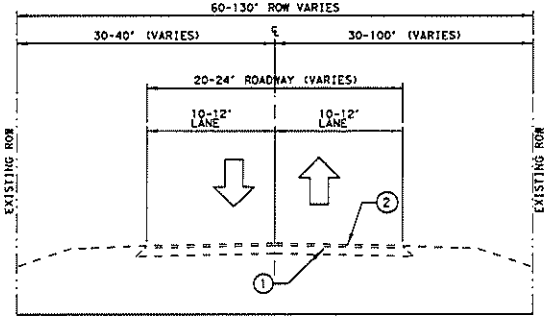
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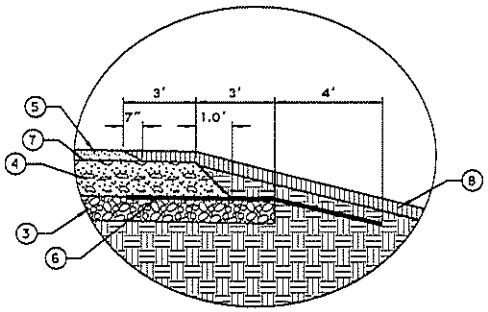
LEGEND	
	EXIST. ROW
	EXIST. PARCEL BOUNDARIES
	EXIST. EDGE OF PAVEMENT
	PROP. ROW
	PROP. EDGE OF PAVEMENT
	TRAFFIC DIRECTION

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VERT. SCALE:	
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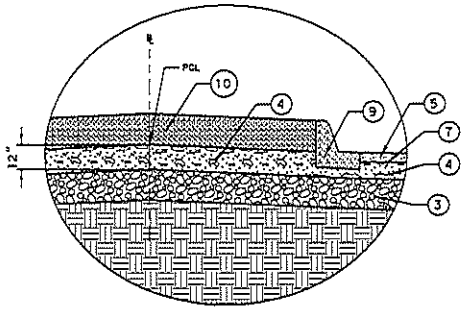
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EXISTING TYPICAL SECTION
DARDEN HILL ROAD (CR 162)



DETAIL A



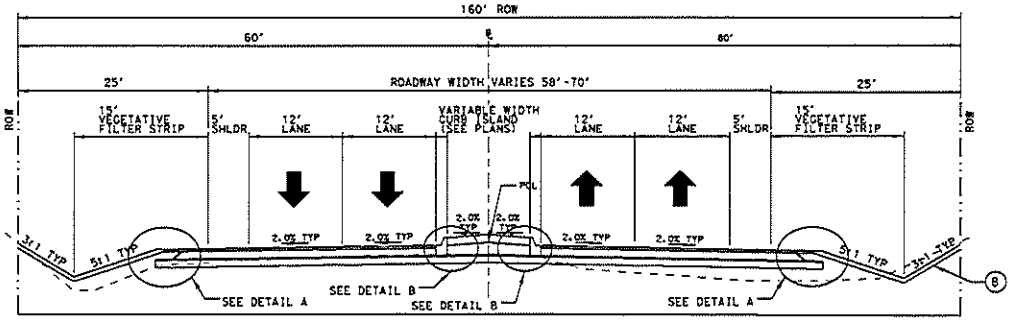
DETAIL B

1. EXISTING VARIABLE DEPTH (2.5"-9.5") LIMESTONE BASE
2. EXISTING VARIABLE DEPTH (1.25"-3.5") ASPHALTIC PAVEMENT
3. 8" LIME TREATED SUBGRADE
4. 8" ASPHALT STAB BASE
5. 4" TYPE D HMAC
6. 10' WIDE MOISTURE BARRIER
7. PRIME COAT
8. 4-6" TOPSOIL, HYDROMULCH & WATER
9. 2' TYPE II CURB AND GUTTER PER DETAIL (T=8")
10. 5.75" COLORED STAMPED CONCRETE WITH #4 REBAR AT 16" OC BOTH WAYS PER SPEC.

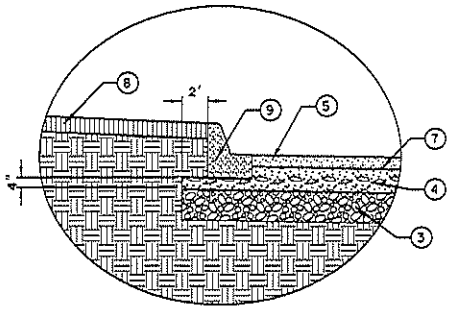
EXISTING DIRECTION OF TRAFFIC

PROPOSED DIRECTION OF TRAFFIC

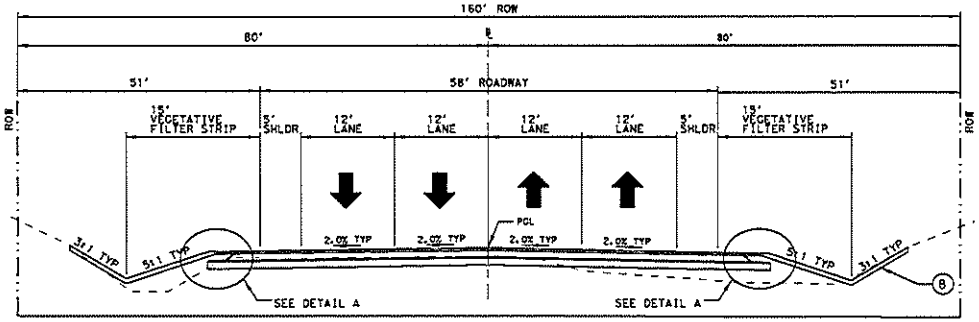
NOTE:
VEGETATIVE FILTER STRIPS ARE TO BE BUILT TO MEET TCEQ STANDARDS AS A CONTRIBUTING ZONE WATER QUALITY BMP. SLOPES SHOULD NOT EXCEED 20% AND MINIMUM VEGETATED COVER IS 80%.



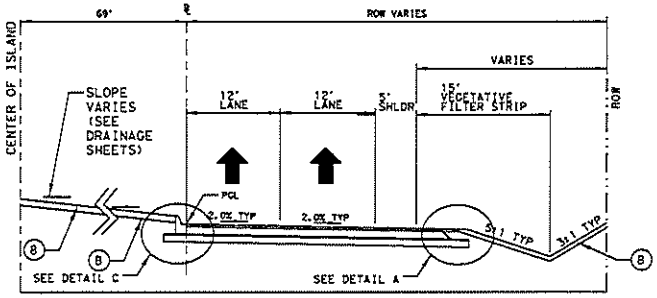
PROPOSED TYPICAL SECTION
AT RAISED CURB ISLAND
DARDEN HILL ROAD (CR 162)
STA. 18+51.13 - 19+03.07
AND 20+96.95 - 24+00.00



DETAIL C



PROPOSED TYPICAL SECTION
DARDEN HILL ROAD (CR 162)
STA. 11+00.00 - 18+51.13
AND 24+00.00 - 24+53.98



PROPOSED TYPICAL SECTION
FOR ROUNDABOUT INTERSECTION
DARDEN HILL ROAD (CR 162)
AT SAWYER RANCH RD

12/9/2022

STATE OF TEXAS
DAVID I. SPEIDER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

TYPICAL SECTIONS & PAVEMENT DETAIL

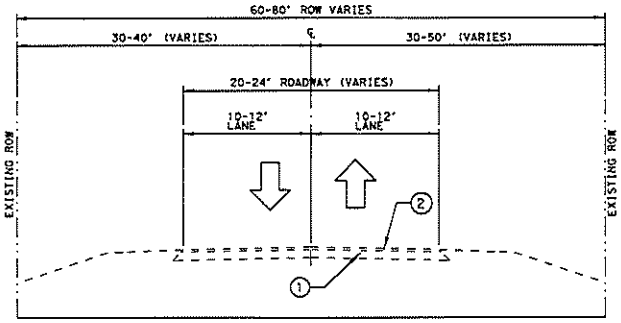
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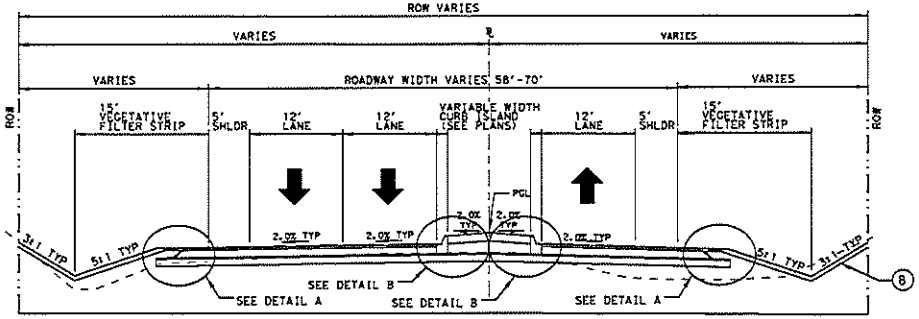
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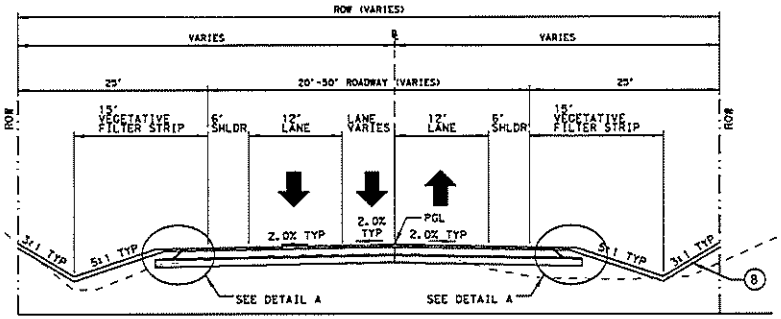
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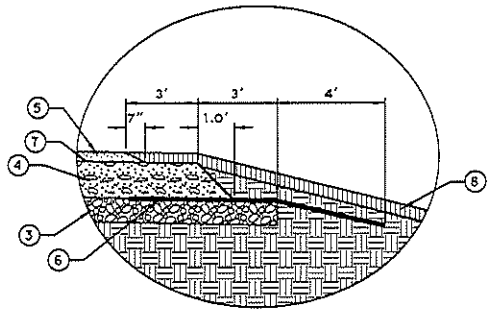
EXISTING TYPICAL SECTION
SAWYER RANCH ROAD



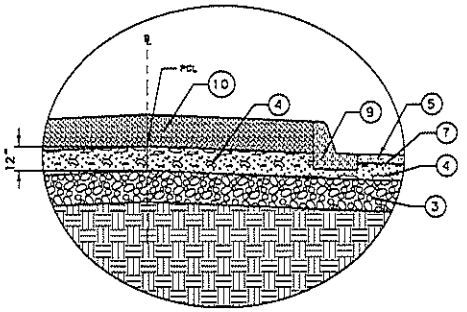
PROPOSED TYPICAL SECTION
AT RAISED CURB ISLAND
SAWYER RANCH ROAD
STA. 1+96.72 - 2+39.14



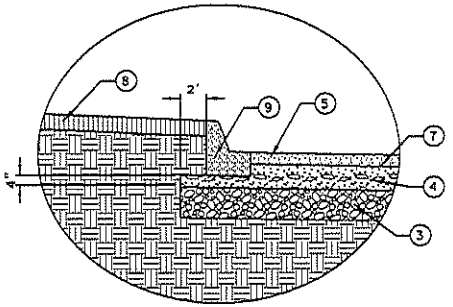
PROPOSED TYPICAL SECTION
SAWYER RANCH ROAD AT WIDENING
STA. 2+39.14 - 4+97.16



DETAIL A



DETAIL B



DETAIL C

1. EXISTING VARIABLE DEPTH (2.5"-9.5") LIMESTONE BASE
2. EXISTING VARIABLE DEPTH (1.25"-3.5") ASPHALTIC PAVEMENT
3. 8" LIME TREATED SUBGRADE
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EXISTING DIRECTION OF TRAFFIC

PROPOSED DIRECTION OF TRAFFIC

NOTE:
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12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

SAWYER RANCH ROAD

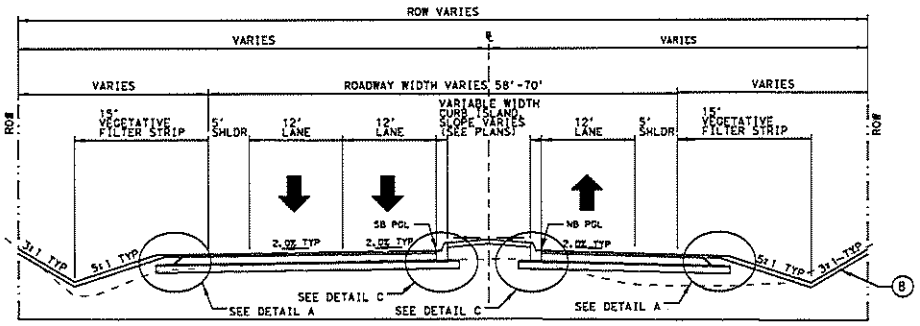
TYPICAL SECTIONS & PAVEMENT DETAIL

HAYS COUNTY DEPARTMENT OF ENGINEERING
211 Y ARRINGTON RD.
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7307
FAX: 512-393-7399

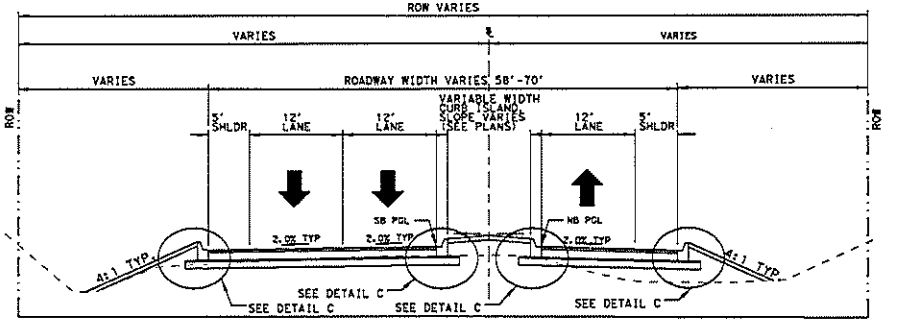
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VERT. SCALE:	NTS	
FILE:	025-013-TYP-XS.dgn	5 OF 143

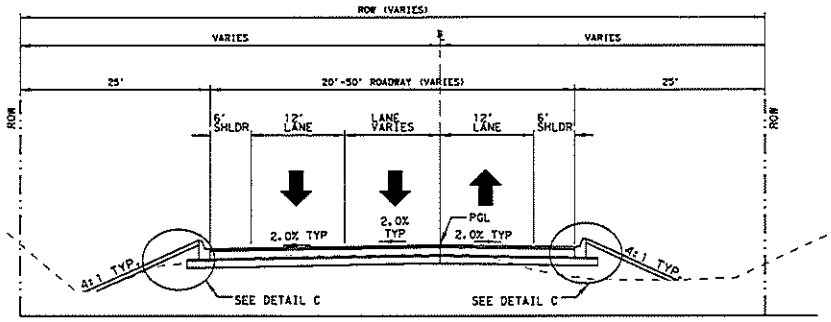
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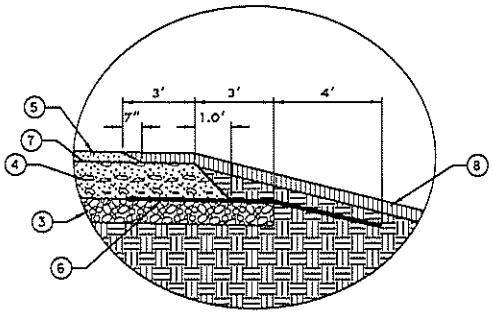
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AT APPROACH/EXIT
SCHOOL ROAD
STA. VARY (SEE PLANS)



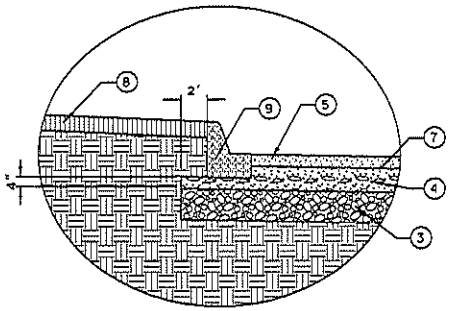
PROPOSED TYPICAL SECTION
SCHOOL ROAD
STA. VARY (SEE PLANS)



PROPOSED TYPICAL SECTION
SCHOOL ROAD AT WIDENING
STA. 3+65.31 - 3+87+.73



DETAIL A



DETAIL C

1. EXISTING VARIABLE DEPTH (2.5"-9.5") LIMESTONE BASE
2. EXISTING VARIABLE DEPTH (1.25"-3.5") ASPHALTIC PAVEMENT
3. 8" LIME TREATED SUBGRADE
4. 8" ASPHALT STAB BASE
5. 4" TYPE D HMAC
6. 10' WIDE MOISTURE BARRIER
7. PRIME COAT
8. 4-6" TOPSOIL, HYDROMULCH & WATER
9. 2' TYPE II CURB AND GUTTER PER DETAIL (T=8")
10. 5.75" COLORED STAMPED CONCRETE WITH #4 REBAR AT 16" OC BOTH WAYS PER SPEC.

⇧ EXISTING DIRECTION OF TRAFFIC

⬆ PROPOSED DIRECTION OF TRAFFIC

NOTE:
VEGETATIVE FILTER STRIPS ARE TO BE BUILT TO MEET TCEQ STANDARDS AS A CONTRIBUTING ZONE WATER QUALITY BMP. SLOPES SHOULD NOT EXCEED 20% AND MINIMUM VEGETATED COVER IS 80%.

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

SCHOOL ROAD

TYPICAL SECTIONS & PAVEMENT DETAIL

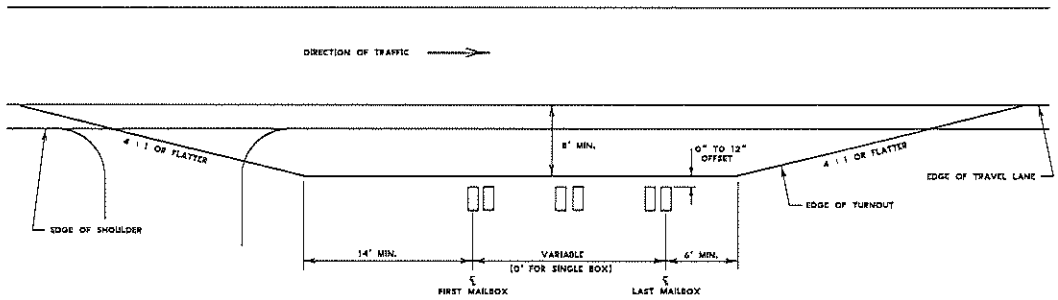
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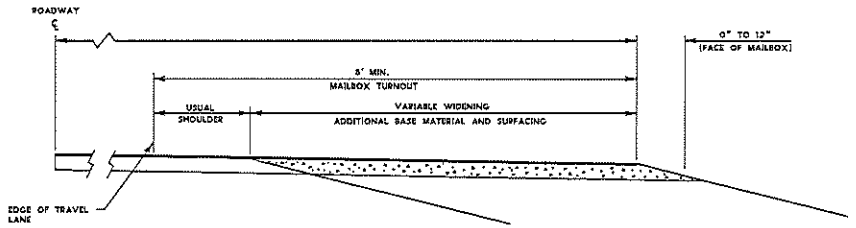
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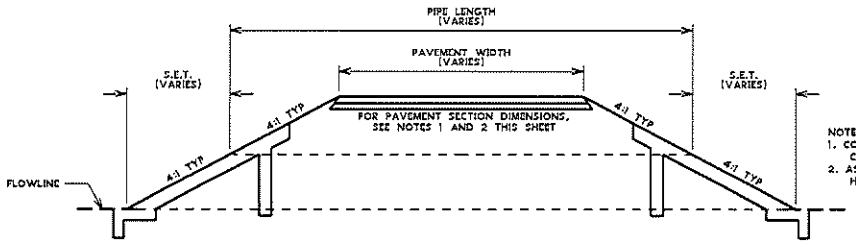
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MAILBOX TURNOUT DETAIL
PLAN VIEW



MAILBOX TURNOUT DETAIL
TYPICAL SECTION



NOTE
1. CONCRETE DRIVEWAYS SHALL HAVE 6" OF CONCRETE ON TOP OF 6" OF FLEX BASE.
2. ASPHALT DRIVEWAYS SHALL HAVE 2" OF HMAC ON TOP OF 10" OF FLEX BASE.

PROPOSED DRIVEWAYS TYPICAL SECTION

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (FM 162)

DRIVEWAY & MAILBOX TURNOUT DETAILS

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PROJECT: 025-013
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GENERAL NOTES: Version: June 28, 2021

Item	Description	**Rate
**204	**Sprinkling**	
	(Dust)	30 GAL/CY
	(Item 132)	30 GAL/CY
	(Item 247)	30 GAL/CY
**210	**Rolling (Flat Wheel)**	
	(Item 247)	1 HR/200 TON
	(Item 316)	1 HR/6000 SY
**210	**Rolling (Tamping and Heavy Tamping)**	1 HR/200 CY
**210	**Rolling (Lt Pneumatic Tire)**	
	(Item 132)	1 HR/500 CY
	(Item 247)	1 HR/200 TON
	(Item 316 - Seal Coat)	1 HR/6000 SY
	(Item 316 - Two Course)	1 HR/3000 SY
247	**Flexible Base (CMP IN PLC)**	132 LB/CF
310	**Prime Coat**	0.20 GAL/SY
314	**Emulsified Asphalt Treatment (SS-1 or MS-2)**	0.30 GAL/SY
316	**Underseals Asphalts (Multi Option)**	0.20 GAL/SY
	Surface Treatments	
	Seal Coat	
	Grade 4	
	Asphalt	0.38 GAL/SY
	Aggregate	1 CY/120 SY
	Grade 5	
	Asphalt	0.32 GAL/SY
	Aggregate	1 CY/150 SY
	Two Course Surface Treatment	
	Asphalt 1st Application	0.28 GAL/SY
	Asphalt 2nd Application	0.24 GAL/SY
	Aggregate 1st Application Grade 4	1 CY/110 SY
	Aggregate 2nd Application Grade 4	1 CY/130 SY
340/3078,341/3076, 344/3077	**Dense-Graded Hot-Mix Asphalt and Superpave**	110 LB/SY/IN
342/3079	**Permeable Friction Course (PFC)**	
	Aggregate	84.6 LB/SY/IN
	Asphalt	5.4 LB/SY/IN
346/3080	**Stone-Matrix Asphalt**	113 LB/SY/IN
347/3081	**Thin Overlay Mixtures (TOM) - Surface**	
	Asphalt	7.0 LB/SY/IN
	Aggregate (SAC B)	106.0 LB/SY/IN
	Aggregate (SAC A)	109.0LB/SY/IN
350	**Microsurfacing**	25 LB/SY
3084	**Bonding Course**	0.09 GAL/SY
3085	**UnderSeal Course**	0.20 GAL/SY
	Tack Coat	0.08 GAL/SY

** For Informational Purposes Only

The following standard detail sheet or sheets have been modified:

Modified Standards

GENERAL

"Contractor questions on this project are to be addressed to the following individual(s): Hays County Purchasing purchasing@co.hays.tx.us

Bid information, including plans, specifications and bidding documents, is available through the following websites:

City of San Marcos E-Procurement: https://sanmarcostx.gov/bids.aspx

BidNet Direct: https://www.bidnetdirect.com/texas/hayscounty

Texas Comptroller: http://www.txsmartbuy.com/

All contractor questions will be reviewed by the Engineer. Once a response is developed, it will be posted to websites above.

References to manufacturer's trade name or catalog numbers are for the purpose of identification only. Similar materials from other manufacturers are permitted if they are of equal quality, comply with the specifications for this project, and are approved.

If work is performed at Contractor's option, when inclement weather is impending, and the work is damaged by subsequent precipitation, the Contractor is responsible for all costs associated with replacing the work, if required.

The roadbed will be free of organic material prior to placing any section of the pavement structure.

Equip all construction equipment used in roadway work with highly visible omnidirectional flashing warning lights.

Provide a smooth, clean sawcut along the existing asphalt or concrete pavement structure, as directed. Consider subsidiary to the pertinent Items.

Construct all manholes/valves to final pavement elevations prior to the placement of final surface. If the manholes/valves are going to be exposed to traffic, place temporary asphalt around the manhole/valve to provide a 50:1 taper. The asphalt taper is subsidiary to the ACP work.

Use a self-contained vacuum broom to sweep the roadway and keep it free of sediment as directed. The contractor will be responsible for any sweeping above and beyond the normal maintenance required to keep fugitive sediment off the roadway as directed by the Engineer.

Damage to existing pipes and SET's due to Contractor operations will be repaired at Contractor's expense.

All locations used for storing construction equipment, materials, and stockpiles of any type, within the right of way, will be as directed. Use of right of way for these purposes will be restricted to those locations where driver sight distance to businesses and side street intersections is not obstructed and at other locations where an unsightly appearance will not exist. The Contractor will not have exclusive use of right of way but will cooperate in the use of the right of way with the city/county and various public utility companies as required.

ITEM 2 - INSTRUCTIONS TO BIDDERS

ITEM 5 - CONTROL OF THE WORK

Place construction stakes at intervals of no more than 100 ft. This work is subsidiary.

Precast Alternate Proposals.

When a precast or cast-in-place concrete element is included in the plans, a precast concrete alternate may be submitted in accordance with "Standard Operating Procedure for Alternate Precast Proposal Submission" found online at https://www.txdot.gov/inside-txdot/forms-publications/consultants-contractors/publications/bridge.html#design. Acceptance or denial of an alternate is at the sole discretion of the Engineer. Impacts to the project schedule and any additional costs resulting from the use of alternates are the sole responsibility of the Contractor.

Electronic Shop Drawing Submittals.

Submit electronic shop drawing submittals according to the current Guide to Electronic Shop Drawing Submittal to County and its representatives for processing. Contractor to adhere to the standard operating procedures for Shop Drawing Submittals described in the following website from TxDOT.gov.

https://www.txdot.gov/business/resources/specifications/shop-drawings.html

(TxDOT.gov Business > Resources - General > Shop Drawings). Pre-approved producers can be found online at TxDOT.gov > Business > Resources - Material Producer List.

Utilities.

Contractor shall notify all utility companies prior to construction determine the location of existing utilities. Prior to commencing excavation activities, the contractor will contact Texas 811.

DARDEN HILL ROAD (FM 162)
GENERAL NOTES
1 of 6

HAYS COUNTY DEPARTMENT OF ENGINEERING
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PROJECT 025-013 SHEET NO.
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The existence and location of underground utilities indicated on the plans are taken from available records and are not guaranteed but shall be investigated and verified by the contractor before starting work. The contractor shall be held responsible for any damage to and for the maintenance and protection of the existing utilities even if they are not shown in the plans. Location and depth of existing utilities shown here are approximate only. Actual locations and depths must be verified by the contractor prior to construction, and the contractor shall be responsible for protection of utilities during construction.

Cooperating with Joint Bid Utilities.
The Engineer will designate a utility inspector at the pre-construction meeting. All durations exclude utility owner holidays.

Provide a complete package of information for all resubmittals. Submit each item and individual components of that item under separate cover.

Prior to submitting a RFI, meet and discuss with County and the utility inspector. Include a proposed solution, existing and proposed line elevations, and redline of proposed changes with the RFI. Make note of adjacent utilities in the RFI if it includes relocation of a line. Submit RFIs via email to TxDOT and the utility inspector.

Complete pre-testing and have the utility inspector verify prior to formal testing and inspection. Submit email to County and the utility inspector requesting a formal test and inspection 14 calendar days before the test date. Pay retest fees directly to utility owner at current rates.

Submit an email to the utility inspector identifying the lines, valves, location, and date of shut offs or limited service 21 calendar days before for all lines and 60 calendar days before for water lines 24 in. or greater. The utility owner will conduct a test shut off before actual shut off. Do not shut off power or water lines 24 in. or greater between June 1st and August 31st. Provide a verbal notification 7 calendar days and written notification 72 hours before impact to service to all customers.

Provide an electronic pdf of as-builts within 28 calendar days of a line becoming active. Include GPS coordinates of items not installed per original plans including meters, manholes, valves, bends, and fire hydrant locations in the as-builts. Include limits of encasements such as steel and flowable fill. Include final version of RFI's and revised plan sheets.

Alignment and Profile.
Unless shown in the plans, profile and alignment data for roadways being overlaid or widened are for design verification only. Provide survey and construct the roadway in accordance with the typical section. Bid items and data may be provided to adjust cross slope and super elevations.

ITEM 6 - CONTROL OF MATERIALS
Give a minimum of 1 business day notice for materials, which require inspection at the Plant.

For structures with paint containing hazardous materials, provide locations of paint removal 60 days prior to begin removal.

For removal, tie, or tap of asbestos concrete (AC) pipe, contact TxDOT and the local utility company 60 days prior to performing the work. Expose the AC pipe to provide a minimum of 1 ft. of clearance around the top and sides. A minimal amount of soil may remain around the AC pipe to avoid disturbance. The local utility company will be responsible for the demo notice to DSHS and removal of the AC pipe. Tie or tap into existing AC pipe may require removing an entire section of pipe from collar to collar and replacement of pipe with new pipe using existing bid items.

ITEM 7 - LEGAL RELATIONS AND RESPONSIBILITIES
The County via TxDOT will coordinate with TDLR regarding pedestrian elements and sidewalks. The contractor will procure and provide all permits, licenses, and inspections; pay all charges, fees, and taxes regarding TDLR rules governing industrialized housing and buildings.

No significant traffic generator events identified.

Refer to the Environmental Permits, Issues and Commitments (EPIC) plan sheets for additional requirements and permits.
Erosion control and stabilization measures must be initiated immediately in portions of the site where construction activities have temporarily ceased and will not resume for a period exceeding 14 calendar days. Track all exposed soil, stockpiles, and slopes. Tracking consists of operating a tracked vehicle or equipment up and down the slope, leaving track marks perpendicular to the direction of the slope. Re-track slopes and stockpiles after each rain event or every 14 days, whichever occurs first. This work is subsidiary.

Perform maintenance of vehicles or equipment at designated maintenance sites. Keep a spill kit on-site during fueling and maintenance. This work is subsidiary.

Maintain positive drainage for permanent and temporary work for the duration of the project. Be responsible for any items associated with the temporary or interim drainage and all related maintenance. This work is subsidiary.

Suspend all activities near any significant recharge features, such as sinkholes, caves, or any other subterranean openings that are discovered during construction or core sampling. Do not proceed until the designated Geologist or TCEQ representative is present to evaluate and approve remedial action.

Locate aboveground storage tanks kept on-site for construction purposes in a contained area as to not allow any exposure to soils. The containment will be sized to capture 150% of the total capacity of the storage tanks.

PSL in Edwards Aquifer Recharge and Contributing Zone.
Obtain written approval from the Engineer for all on or off right of way PSLs not specifically addressed in the plans. Provide a signed sketch of the location 30 business days prior to use of the PSL. Include a list of materials, equipment and portable facilities that will be stored at the PSL. TxDOT will coordinate with the necessary agencies. Approval of the PSL is not guaranteed. Un approved PSL is not a compensable impact.

Work within a USACE Jurisdictional Area.
Do not initiate activities within a U.S. Army Corps of Engineers (USACE) jurisdictional area that have not been previously evaluated by the USACE as part of the permit review of this project. Such activities include, but are not limited to, haul roads, equipment staging areas, borrow and disposal sites. Obtain written approval from the Engineer for activities not specifically addressed in the plans. Provide a signed sketch and description of the location 60 business days prior to begin work at the location. Complete and return any forms provided by the County. Approval of the work is not guaranteed. Un approved work is not a compensable impact.

Work over or near Bodies of Water (lakes, rivers, ponds, creeks, dry waterways, etc.).
Keep on site a universal spill kit adequate for the body of water and the work being performed. Debris is not allowed to fall into the ordinary high-water level (OHWL). Debris that falls into the OHWL must be removed at the end of each work day. Debris that falls into the floodway must be removed at the end of each work week or prior to a rain event. Install and maintain traffic control devices to maintain a navigable corridor for water traffic, except during bridge demo and beam placement. This work is subsidiary.

Obtain written approval from the Engineer for temporary fill or crossings not specifically addressed in the plans. Provide a signed sketch of the location 60 business days prior to begin work at the location. Complete and return any forms provided by TxDOT. Approval of the work is not guaranteed. Unapproved work is not a compensable impact.

DSHS Asbestos and Demolition Notification.
Complete and provide the Texas Department of State Health Services (DSHS) notification form to the County and its representatives at least 30 calendar days prior to bridge removal or renovation for each phase or step of work. Notify the County and its representatives via email of any changes to the work start and end dates.

Migratory Birds and Bats.
Migratory birds and bats may be nesting within the project limits and concentrated on roadway structures such as bridges and culverts. Remove all old and unoccupied migratory bird nests from any structures, trees, etc. between September 16 and February 28. Prevent migratory birds from re-nesting between March 1 and September 15. Prevention shall include all areas within 25 ft. of proposed work. All methods used for the removal of old nesting areas and the prevention of re-nesting must be submitted to the County 30 business days prior to begin work. This work is subsidiary.

If active nests are encountered on-site during construction, all construction activity within 25 ft. of the nest must stop. Contact the Engineer to determine how to proceed.

Tree and Brush Trimming and Removal.
Work will be conducted September 16 thru February 28. Work conducted outside this timeframe will require a bird survey. Submit a survey request to TxDOT 30 business days prior to begin work.

No extension of time or compensation will be granted for a delay or suspension due to the above bird, bat and tree/brush requirements.

Law Enforcement Personnel.
Submit charge summary and invoices using the Department forms.

Patrol vehicles must be clearly marked to correspond with the officer's agency and equipped with appropriate lights to identify them as law enforcement. For patrol vehicles not owned by a law enforcement agency, markings will be retroreflective and legible from 100 ft. from both sides and the rear of the vehicle. Lights will be high intensity and visible from all angles.

No payment will be made for law enforcement personnel needed for moving equipment or payment for drive time to/from the event site. A minimum number of hours is not guaranteed. Payment is for work performed. If the Contractor has a field office, provide an office location for a supervisory officer when event requires a supervising officer. This work is subsidiary.

A maximum combined rate of $70 per hour for the law enforcement personnel and the patrol vehicle will be allowed. Any scheduling fee is subsidiary per Standard Specification 502.4.2.

DARDEN HILL ROAD (FM 162)
GENERAL NOTES
2 of 6

HAYS COUNTY DEPARTMENT OF ENGINEERING
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Cancel law enforcement personnel when the event is canceled. Cancellation, minimums or "show up" fees will not be paid when cancellation is made 12 hours prior to beginning of the event. Failure to cancel within 12 hours will not be cause for payment for cancellation, minimums, or "show up" time. Payment of actual "show up" time to the event site due to cancellation will be on a case by case basis at a maximum of 2 hours per officer.

Alterations to the cancellation and maximum rate must be approved by the Engineer or pre-determined by official policy of the officers governing authority.

Back Up Alarm.
For hours 9 P to 5 A, utilize a non-intrusive, self-adjusting noise level reverse signal alarm. This is not applicable to hotmix or seal coat operations. This is subsidiary.

ITEM 8 - PROSECUTION AND PROGRESS
Electronic versions of schedules will be saved in MicroSoft Project format.

Working days will be charged in accordance with 8.3.1.4 "Standard Workweek."

ITEM 100 - PREPARING RIGHT OF WAY
Prep ROW must not begin until accessible trees designated for preservation have been protected, items listed in the EPIC have been addressed, and SW3P controls installed in accessible areas.

Backfill material will be Type B Embankment using ordinary compaction.

Follow Item 752.4 Work Methods and Item 752 general notes when removing or working on or near trees and brush.

Unless shown otherwise in the plans or a designated non-mow area, perform trimming or removal for areas within 30 ft. of edge of pavement under construction. Trim or remove to provide minimum of 5 ft. of horizontal clearance and 7 ft. of vertical clearance for the following: sidewalks, paths, guard fence, rails, signs, object markers, and structures. Trim to provide a minimum of 14 ft. vertical clearance under all trees. This work is subsidiary.

ITEM 105 - REMOVING TREATED AND UNTREATED BASE AND ASPHALT PAVEMENT
Break, remove, and store or dispose of existing asphalt pavement, including surface treatments, and treated or untreated base materials.

Break material retained by the Department into pieces not larger than 24 in. unless otherwise shown on the plans. Remove existing asphalt pavement before disturbing stabilized base. Avoid contamination of the asphalt materials and damage to adjacent areas. Repair material damaged by operations outside the designated locations. Stockpile materials designated salvageable at designated sites when shown on the plans or as directed. Prepare stockpile site by removing vegetation and trash and by providing for proper drainage. Material not designated to be salvaged will become the property of the Contractor. When this material is disposed of, do so in accordance with federal, state, and local regulations

ITEM 110 - EXCAVATION
The County and its representatives will define unsuitable material.

ITEM 132 - ALL EMBANKMENT

The County and its representatives will define unsuitable material. Material which the Contractor might deem to be unsuitable due to moisture content will not be considered unsuitable material.

Prior to begin embankment of existing area, correct or replace unstable material to a depth of 6 in. below existing grade. Embankment areas will be inspected prior to beginning work.

Rock or broken concrete produced by the project is allowed in earth embankments. The size of the rock or broken concrete will not exceed the layer thickness requirements in Section 132.3.4., "Compaction Methods." The material will not be placed vertically within 5 ft. of the finished subgrade elevation.

Embankment placed vertically within 5 ft. of the finished subgrade elevation or within the edges of the subgrade and treated with lime, cement, or other calcium based additives must have a sulfate content less than 3000 ppm. Allow 5 business days for testing. Treatment of sulfate material 3000 ppm to 7000 ppm requires 7 days of mellowing and continuous water curing, in accordance TxDOT guidelines for Treatment of Sulfate-Rich Soils and Bases in Pavement Structures (9/2005). Material over 7000 ppm is not allowed.

ITEM 152 - ROAD GRADER WORK

Construct subgrade and adjacent slopes. Construct portions of the roadway according to the typical sections as shown on the plans where finished grade is uncontrolled. Move earthwork of minor volumes and for short distances only. Move earthwork within the limits as shown on the plans and in at least 500-ft. sections, except on bridge projects.

Remove or rework unsuitable or unstable materials in accordance with Article 110.2., "Construction," or as directed. Grade the roadway and shape to the typical sections shown on the plans. Finish to a profile uniform and consistent with the topography. Scarify existing natural ground or roadbed and compact in accordance with the method shown on the plans and as outlined in Article 132.3., "Construction." Supplement "Road Grader Work" with Item 154, "Scraper Work," Item 156, "Bulldozer Work," or both when shown on the plans. Perform work in accordance with the requirements of the governing Item

ITEM 160 - TOPSOIL
Off-site topsoil will have a minimum PI of 25.

No Sandy Loam allowed.

Obtain approval of the actual depth of the topsoil sources for both on-site and off-site sources.
Construct topsoil stockpiles of no more than five (5) feet in height.

It is permissible to use topsoil dikes for erosion control berms within the right of way, as directed.

Seed or track slopes within 14 days of placement.

Salvage topsoil from sites of excavation and embankment. Maximum salvage depth is 6 inches.

Windrowing of topsoil obtained from the Right of Way (ROW) is not allowed.

ITEM 162 - SODDING FOR EROSION CONTROL
Provide common Bermuda. Provide St. Augustine if the adjacent grass is St. Augustine.

ITEM 164 - SEEDING FOR EROSION CONTROL

Provide and install temporary or permanent seeding for erosion control as shown on the plans or as directed.

Cultivate the area to a depth of 4 in. before placing the seed unless otherwise directed. Use approved equipment to vertically track the seedbed as shown on the plans or as directed. Cultivate the seedbed to a depth of 4 in. or mow the area before placement of the permanent seed when performing permanent seeding after an established temporary seeding. Plant the seed specified and mulch, if required, after the area has been completed to lines and grades as shown on the plans

Cellulose Fiber Mulch Seeding. Plant seed in accordance with Section 164.3.1., "Broadcast Seeding." Apply cellulose fiber mulch uniformly over the seeded area immediately after planting the seed or seed mixture at the following rates.

- Sandy soils with slopes of 3:1 or less-2,500 lb. per acre.
- Sandy soils with slopes greater than 3:1-3,000 lb. per acre.
- Clay soils with slopes of 3:1 or less-2,000 lb. per acre.
- Clay soils with slopes greater than 3:1-2,300 lb. per acre.

Cellulose fiber mulch rates are based on dry weight of mulch per acre. Mix cellulose fiber mulch and water tomake a slurry and apply uniformly over the seeded area using suitable equipment

ITEM 169 - SOIL RETENTION BLANKETS
Type A blankets containing straw fibers are not allowed. Type B and D blankets shall be a spray type blanket.

DARDEN HILL ROAD (FM 162)
GENERAL NOTES
3 of 6

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PROJECT:	025-013	SHEET NO.
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ITEM 216 - PROOF ROLLING
Correct and perform "Proof Rolling" retest at the Contractor's expense, to the satisfaction of the Engineer, when initial "Proof Rolling" yields a failing result.

ITEM 260 thru 276 - SUBGRADE TREATMENTS AND BASE
Use ordinary compaction for subgrade treatment.

Three weeks prior to treatment, provide a sample of soil or flexible base to be treated.

ITEM 260 - LIME TREATMENT (ROAD-MIXED)
Apply 33 pounds per square yard.

For sulfate content greater than 3000 ppm, mix in an additional 4.0% points above optimum moisture after initial mixing and prior to mellow.

If the sulfate content is greater than 7000 ppm, do not treat. Undercut the unsuitable material to the depth per bid item for lime treatment and replace unsuitable material in accordance with Item 110. Payment will be made in accordance with Item 110.

ITEM 292 - ASPHALT TREATMENT (PLANT-MIXED)

Construct a base or foundation course composed of a compacted mixture of aggregate and asphalt binder mixed hot in a mixing plant.

Asphalt Material. Furnish PG64-22 asphalt binder that meets requirements of Item 300, "Asphalts, Oils and Emulsions." When more than 30% RAP is allowed and used, ensure that the new binder and recovered binder from the RAP, when blended proportionally, meet the PG64-22 requirements.

ITEM 300s - SURFACE COURSES AND PAVEMENTS
Asphalt season is May 1 thru September 15. Emulsified Asphalt season is April 1 thru October 15. The latest work start date for asphalt season is August 1.

If an under seal is not provided, furnish a tack coat. Apply tack coat at 0.08 GAL/SY (residual). Apply non-tracking tack coat using manufacturer recommend rates.

ITEM 310 - PRIME COAT
Apply blotter material to all driveways and intersections. This work is subsidiary.

When Multi Option is allowed, provide MC 30, EC 30 or AE-P. MC 30 is not allowed in Travis County.

Rolling to ensure penetration is required.

ITEM 340/3078 THRU 348/3082 - HOT-MIX ASPHALT PAVEMENT
Core holes may be filled with an Asphaltic patching material meeting the requirements of DMS-9203 or with SCM meeting requirements of DMS-9202.

Install transverse butt joints with 50 ft. H: 1 in. V transition from the new ACP to the existing surface. Install a butt joint with 24 in. H: 1 in. V transition from the new ACP to a driveway, pullout or intersection. Saw cut the existing pavement at the butt joints. This work is subsidiary.

Use a device to create a maximum 3H:1V notched wedge joint on all longitudinal joints of 2 in. or greater. This work is subsidiary.

Prior to milling, core the existing pavement to verify thickness. This work is subsidiary.

Ensure placement sequence to avoid excess distance of longitudinal joint lap back not to exceed one day's production rates.

Submit any proposed adjustments or changes to a JMF before production of the new JMF.

Tack every layer. Do not dilute tack coat. Apply it evenly through a distributor spray bar.

Provide a minimum transition of 10' for intersections, 10' for commercial driveways, and 6' for residential driveways unless otherwise shown on the plans.

Irregularities will require the replacement of a full lane width using an asphalt paver. Replace the entire sublot if the irregularities are greater than 40% of the sublot area.

Lime or an approved anti-stripping agent must be used when crushed gravel is utilized to meet a SAC "A" requirement.

When using RAP or RAS, include the management methods of processing, stockpiling, and testing the material in the QCP submitted for the project. If RAP and RAS are used in the same mix, the QCP must document that both of these materials have dedicated feeder bins for each recycled material. Blending of RAP and RAS in one feeder bin or in a stockpile is not permitted.

Asphalt content and binder properties of RAP and RAS stockpiles must be documented when recycled asphalt content greater than 20% is utilized.

No RAS is allowed in surface courses.

Department approved warm-mix additives is required for all surface mix application when RAP is used. Dosage rates will be approved during JMF approval.

The Hamburg Wheel Test will have a minimum rut depth of 3mm.

ITEM 340/3078 & 341/3076 - DENSE-GRADED HOT-MIX ASPHALT
Use the SGC for design and production testing of all mixtures. Design all Dense-Graded Type D mixtures as a surface mix, maximum 15% RAP and no RAS.

When using substitute binders, mold specimens for mix design and production at the temperature required for the substitute binder used to produce the HMA.

The Hamburg Wheel minimum number of passes for PG 64 or lower is reduced to 7,000. The Engineer may accept Hamburg Wheel test results for production and placement if no more than 1 of the 5 most recent tests is below the specified number of passes and the failing test is no more than 2,000 passes below the specified number of passes.

ITEM 432 - RIPRAP
Mow strip riprap will be 4 in. and all other riprap will be 5 in. unless otherwise shown on the plans or in the pay items. Mow strip for cable barrier may be placed monolithically with the barrier foundations if using concrete in accordance with Item 543. Fiber reinforcement is not allowed except in mow strip for cable barrier if foundation and mow strip are placed monolithically.

Saw-cut existing riprap then epoxy 12 in. long No. 3 or No. 4 bars 6 in. deep at a maximum spacing of 18 in. in each direction to tie new riprap to existing riprap. This work is subsidiary.

For cement-stabilized riprap, provide Type A Grade 5 flexible base. Compressive strengths for Item 247 are waived.

SGT approach taper, paid using mow strip item, shall be installed using concrete, flexible base coated with SS-1 at a rate of 0.12 GAL/SY, or HMA Type B/C/D. Placement shall be ordinary compaction and does not require placement using an asphalt paver.

ITEM 462 - CONCRETE BOX CULVERTS AND DRAINS
Install as directed in plans and maintain positive drainage at all times.

ITEM 464 - REFINFORCED CONCRETE PIPE

Furnish and install reinforced concrete pipe, materials for precast concrete pipe culverts, or precast concrete storm drain mains, laterals, stubs, and inlet leads. Install as directed in plans and maintain positive drainage at all times.

ITEM 467 - SAFETY END TREATMENT
Field adjust pipe end to maintain the necessary slope. Field cutting of pipe end is allowed. Coat all metal field cuts or exposed reinforcement with asphalt paint.

ITEM 496 - REMOVING STRUCTURES
Submit a demolition plan to the Engineer. Have the plan signed and sealed by a licensed professional engineer when the structure will continue to accommodate traffic after removal has begun and the removal impacts any part of the structure below the deck or riding surface. If applicable, the plan must detail requirements for meeting the U.S. Army Corps of Engineers' Section 404 Permit. The demolition plan must detail handling of roadway and waterway traffic. Waterway traffic must be maintained at all times unless a closure is approved by the Engineer.

No debris is allowed to fall into a body of water. Debris that falls into the water must be removed at the end of each workday. Debris that falls into the floodway must be removed at the end of each work week or prior to a rain event.

ITEM 500 - MOBILZATION

DARDEN HILL ROAD (FM 162)
GENERAL NOTES
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HAYS COUNTY DEPARTMENT OF ENGINEERING
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PROJECT: 025-013
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Establish and remove offices, plants, and facilities. Move personnel, equipment, and supplies to and from the project or the vicinity of the project site to begin work or complete work on Contract Items. Bonds and insurance are required for performing mobilization. For Contracts with emergency mobilization, provide a person and method of contact available 24 hrs. a day, 7 days a week unless otherwise shown on the plans. The time of notice will be the transmission time of the written notice or notice provided orally by the Department's representative

ITEM 502 - BARRICADES, SIGNS, AND TRAFFIC HANDLING

Table 1

Roadway	Limits	Allowable Closure Time
Darden Hill	At Sawyer Ranch Road	8 P to 5 A

Darden Hill closure times, nighttime lane closures will be allowed from 8 P to 5 A. Unless stated, daytime or Friday night lane closures will not be allowed and one lane in each direction will remain open at all times for all roadways.

Two lanes closed on IH 35 allowed to begin at 9 P for main lane (shoulder work not included) hotmix overlay or pavement repair operations (does not include bridge joint work).

No closures will be allowed on the weekends, working day prior, and working day after the National Holidays defined in the Standard Specifications, Good Friday, and Easter weekend. Closures the Sunday of the Super Bowl will not be allowed from 1 P to 11 P. All lanes will be open by noon of the day before these special events.

To account for directional traffic volumes, begin and end times of closures may be shifted equally by the Engineer. The closure duration will remain. Added compensation is not allowed.

Submit an emailed request for a lane closure (LCN) to County. The email will be submitted in the format provided. Receive concurrence prior to implementation. Submit a cancellation of lane closures a minimum of 18 hours prior to implementation. Blanket requests for extended periods are not allowed. Max duration of a request is 2 weeks prior to requiring resubmittal.

Provide 2 hour notice prior to implementation and immediately upon removal of the closure.

For roadways listed in Table 1: Submit the request 96 hours prior to implementation.

For roadways not listed in Table 1: Submit the request a minimum of 48 hours prior to the closure and by the following deadline immediately prior to the closure: 11A on Tuesday or 11A on Friday. For all roadways: Submit request for traffic detours and full roadway closures 168 hours prior to implementation. Submit request for nighttime work 96 hours to implementation date.

Cancellations of accepted closures (not applicable to full closures or detours) due to weather will not require resubmission in accordance with the above restrictions if the work is completed during the next allowable closure time.

Closures that conflict with adjacent contractor will be prioritized according to critical path work per latest schedule. Conflicting critical path or non-critical work will be approved for first LCN submitted. Denial of a closure due to prioritization or other reasons will not be reason for time suspension, delay, overhead, etc.

Cover, relocate or remove existing signs that conflict with traffic control. Install all permanent signs, delineation, and object markers required for the operation of the roadway before opening to traffic. Use of temporary mounts is allowed or may be required until the permanent mounts are installed or not impacted by construction. Maintain the temporary mounts. This work is subsidiary.

Meet with the Engineer prior to lane closures to ensure that sufficient equipment, materials, devices, and workers will be used. Take immediate action to modify traffic control, if at any time the queue becomes greater than 20 minutes. Have a contingency plan of how modification will occur. Consider inclement weather prior to implementing the lane closures. Do not set up traffic control when the pavement is wet.

Place a 28-inch cone, meeting requirements of BC (10), on top of foundations that have protruding studs. This work is subsidiary.

Edge condition treatment types must be in accordance with the TxDOT standard. Installation and removal of a safety slope is subsidiary.

To determine a speed limit or an advisory speed limit, submit a request to TxDOT 60 business days prior to manufacture of the sign.

For non-site specific signal projects, 2 months of barricades will be paid per work order location.

The Contractor Force Account "Safety Contingency" that has been established for this project is intended to be utilized for work zone enhancements, to improve the effectiveness of the Traffic Control Plan, that could not be foreseen in the project planning and design stage. These enhancements will be mutually agreed upon by the Engineer and the Contractor's Responsible Person based on weekly or more frequent traffic management reviews on the project. The Engineer may choose to use existing bid items if it does not slow the implementation of enhancement.

ITEM 506 - TEMPORARY EROSION, SEDIMENTATION, AND ENV CONTROLS

Install, maintain, remove erosion, sedimentation and environmental control measures in areas of the right of way utilized by the contractor that are outside the limits of disturbance required for construction. Permanently stabilize the area. This work is subsidiary.

ITEM 508 - CONSTRUCTING DETOURS

Detour typical section must match the adjacent roadway section, unless shown on the plans.

Flexible base will be Type A Grade 5 placed using ordinary compaction. Base compressive strengths are waived for roadways not listed in Item 502, Table 1.

ITEM 528, 531, & 536 - MISCELLANEOUS CONSTRUCTION

Reinforcement will be in accordance with Item 432.3.1 unless shown on the plans. Fiber reinforcement is not allowed. Class A and B Concrete are allowed to use Coarse Aggregate Grades 1-8. Expansion joints will be placed every 40 ft. Expansion joints must be 1" wide asphalt board and flush with the surface. The bottom of the joint shall be at half the depth of the concrete. Sidewalk cross slope must not exceed 1.5%.
Unless shown on the plans or in the pay items, all concrete will be 5 in. thick and have 2 in. sand, base, or RAP bedding. Furnish base meeting the requirement for any type or grade in accordance with Item 247. Base compressive strengths are waived. RAP must be 100% passing a 1 in. sieve. Bedding must be placed using ordinary compaction.

If roots are encountered verify with the Engineer prior to accommodating or removing 2 in. diameter or larger roots. Root removal must be in accordance with Item 752.4.2. Roots may remain in the bedding or base. For improvements within 6 in. of a root, the concrete thickness may be reduced by 1 in. and the bedding increased by 1 in. to minimize impacts to the roots. Adjust bedding and surface profile to provide a 1 in. bedding cushion around the roots. The surface profile may be adjusted to the extent allowed by ADA. This work is subsidiary.

ITEM 528 - COLORED TEXTURED CONCRETE AND LANDSCAPE PAVERS

Unless shown on the plans, concrete and pavers shall use a 90-degree herringbone pattern with 8 in. x 4 in. Pavestone Holland series or equivalent with adjacent sidewalks banded with a soldier course. Concrete or paver shall be terra cotta finish. Concrete shall have an antique finish attained by application of Scofield Lithochrome color hardener A-29 and A-57 as the release agent or equivalent. Concrete shall be sealed with a clear sealer provided by the color manufacturer. Paver joint-filling sand shall be tan colored polymeric sand. Expansion joint material shall not be used between pavers and adjacent concrete.

ITEM 530 - INTERSECTIONS, DRIVEWAYS, AND TURNOUTS

Notify property owners a minimum of 48 hr. in advance of beginning work on their driveway. Provide a list of each notification and contact prior to each closure. Only close driveways for reconstruction if duration and alternate access are approved. Install and maintain material across a work zone as temporary access. Temporary access must not have grade breaks that exceed 8%. This work is subsidiary.

Grade breaks must not exceed 8%. Sidewalk crossing slope will be 1.5% and 5 ft. wide with width reduction in approved locations.

For ACP or SURF TREAT, the pavement structure will match the adjacent roadway unless detailed on the plans. HMA, including surface, may use a maximum allowable amount of 40% RAP and 5% RAS for private driveways, public driveways for 2-lane roadways or smaller, and turnouts. Blending of 2 or more sources is allowed. Furnish base meeting the requirement for any type or grade in accordance with Item 247. Compressive strengths for flexible base are waived. Base must be placed using ordinary compaction.

For CONC, the pavement structure will be 6 in. thick and have 3 in. base bedding unless detailed on the plans. Furnish base meeting ACP or SURF TREAT requirements. Class A concrete is required and may use Coarse Aggregate Grades 1-8. Expansion joints will be placed every 20 ft.

Expansion joints will be constructed as detailed in the latest TxDOT Concrete Curb and Curb and Gutter Standard. Reinforcement will be in accordance with concrete riprap for Item 432.3.1., unless specified on the plans.

ITEM 531 SIDEWALKS

Construct hydraulic cement concrete sidewalks

DARDEN HILL ROAD (FM 162)
GENERAL NOTES
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SAN MARCOS, TEXAS 7????
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Shape and compact subgrade, foundation, or pavement surface to the line, grade, and cross-section shown on the plans. Lightly sprinkle subgrade or foundation material immediately before concrete placement. Hand-tamp and sprinkle foundation when placement is directly on subgrade or foundation materials. Remove and dispose of existing concrete in accordance with Item 104, "Removing Concrete." Provide a clean surface for concrete placement directly on the surface material or pavement. Mix and place concrete in accordance with the pertinent Items. Hand-finishing is allowed for any method of construction. Finish exposed surfaces to a uniform transverse broom finish surface. Curb ramps must include a detectable warning surface and conform to details shown on the plans. Install joints as shown on the plans. Ensure that abrupt changes in sidewalk elevation do not exceed 1/4 in., sidewalk cross slope does not exceed 2%, curb ramp grade does not exceed 8.3%, and flares adjacent to the ramp do not exceed 10% slope. Ensure that the sidewalk depth and reinforcement are not less than the driveway cross-sectional details shown on the plans where a sidewalk crosses a concrete driveway.

ITEM 600s & 6000s - ITS, LIGHTING, SIGNING, MARKINGS, AND SIGNALS
Meet the requirements of the NEC, Texas MUTCD, TxDOT standards, and TxDOT Standard Specifications. Notify the Engineer if existing elements to remain do not meet code or specification.

Contractor shall provide all service, equipment and material required to provide a functional item and interface with existing equipment and software.

ITEM 644 - SMALL ROADSIDE SIGN ASSEMBLIES
Triangular slip base that use set screws to secure the post will require 1 of the set screws to penetrate the post by drilling a hole in the post at the location of the screw. All set screws shall be treated with anti-seize compound.

ITEM 662 - WORK ZONE PAVEMENT MARKINGS
Notify the Engineer at least 24 hours in advance of work for this item.

Maintain removable and short-term markings daily. Remove within 48 hours after permanent striping has been completed.

Item 668 is not allowed for use as Item 662.

ITEM 666 - RETROREFLECTORIZED PAVEMENT MARKINGS
Notify the Engineer at least 24 hr. before beginning work.

Place longitudinal markings nightly for IH 35 main lanes or roadways with AADT greater than 100,000. Use of temporary flexible reflective roadway marker tabs is subsidiary and at the Contractor's option. Replace missing or damaged tabs nightly. If using tabs, place longitudinal markings weekly by 5 AM Friday for all weekday work and by 5 AM Monday for all weekend work. Failure to maintain tabs or place longitudinal markings by deadline will require nightly placement of longitudinal markings.

Place longitudinal markings no later than 7 calendar days after placement of the surface for roadways with AADT greater than 20,000.

When the raised portion of a profile marking is placed as a separate operation from the pavement marking, the raised portion must be placed first then covered with TY I.

When using black shadow to cover existing stripe apply a non-retroreflective angular abrasive bead drop. The marking color shall be adjusted to resemble the pavement color. If Item 677 is not used prior to placement of black shadow, scrape the top of the marking with a blade or large piece of equipment unless surface is a seal coat. The scraping of the marking is subsidiary.

ITEM 677 - ELIMINATING EXISTING PAVEMENT MARKINGS AND MARKERS
Dispose of removed materials and debris at locations off the right of way.

Elimination using a pavement marking will not be allowed in lieu of methods listed in specification.

Remove pavement markings on concrete surfaces by a blasting method. Flail milling will be allowed when total quantity of removal on concrete surfaces is less than 1000 ft.

Strip seal is only method allowed on seal coat surface unless project includes placement of a new surface. If total quantity of removal on a seal coat surface is less than 2000 ft., elimination using a pavement marking is allowed if a test section is approved by the Engineer. Test section shall demonstrate the thermo marking color matches the existing pavement color.

Remove pavement markings outside the limits of the new surface by a blasting method.

Use a TRAIL or a non-retroreflective paint to cover stripe remnants that remain after elimination. The test requirements for these materials are waived. The paint color shall be adjusted to resemble the existing pavement color. Installation and maintenance is subsidiary.

ITEM 1004 - TREE PROTECTION

Install tree protection as shown on the plans or as directed.
Use construction methods in accordance with the plans.

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HAYS COUNTY DEPARTMENT OF ENGINEERING
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PROJECT: 025-013
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SUMMARY OF ROADWAY ITEMS

	100 6002	110 6001	132 6003	152 6001	216 6001	260 6002	260 6073	292 6002	310 6027	340 6106	528 6002	529 6008	530 6005	530 6008	531 6015
	PREPARING ROW	EXCAVATION (ROADWAY)	EMBANKMENT (FINAL)(ORD COMP)(TY B)	ROAD GRADER WORK (ORD COMP)	PROOF ROLLING	LIME (HYDRATED LIME (SLURRY))	LIME TRT (SUBGRADE) (8")	ASPHALT STAB BASE (GR 2)(PG 64)	PRIME COAT (MC-30 OR AE-P)	D-GR HMA(SQ) TY-D PG64-22	COLORED TEXTURED CONC (5.75")	CONC CURB & GUTTER (TY II)	DRIVEWAYS (ACP)	TURNOUTS (ACP)	CURB RAMPS (TY 21)
	STA	CY	CY	STA	HR	TON	SY	TON	GAL	TON	SY	LF	SY	SY	EA
11+00 TO 14+50	3.50	1080		3.50	1	21	2552	280	239	492			39	54	
14+50 TO ROUNDABOUT	5.00	1824	25	5.00	1	28	3492	711	801	1233	132	226	190	14	2
ROUNDABOUT	4.00	2093	2551	4.00	1	13	1616	335	123	670		433			
ROUNDABOUT TO 24+53.98	4.00	2818		4.00	1	25	3101	686	720	1129	211	896			2
SAWYER RANCH ROAD	3.00	1568		3.00	1	16	1985	402	453	664	103	184			2
SCHOOL ROAD	3.00	492	19	3.00	1	13	1652	319	132	492	138	676			2
PROJECT TOTALS	**22.50**	**9873**	**2595**	**22.50**	**6**	**116**	**14398**	**2733**	**2468**	**4680**	**584**	**2215**	**229**	**68**	**8**

SUMMARY OF ROADWAY REMOVAL ITEMS

	105 6028
	REMOVE STAB BASE & ASPH PAV (27")
	SY
TO 14+50	2552
14+50 TO ROUNDABOUT	3492
ROUNDABOUT	1616
ROUNDABOUT TO 24+53.98	3101
SAWYER RANCH ROAD	1985
SCHOOL ROAD	1652
PROJECT TOTALS	**14398**

NOTE:

1: REMOVING EXISTING MAILBOXES, INSTALLING NEW MAILBOXES OR MOVING TEMPORARY MAILBOX ASSEMBLIES WILL NOT BE PAID DIRECTLY BUT WILL BE SUBSIDIARY TO ITEM 530 - TURNOUTS. 9#32

2: HAYS COUNTY WILL PERFORM CLEARING AND GRUBBING OPERATIONS IN THE NEW ROW PRIOR TO CONSTRUCTION; THUS, TREE CLEARING SHOULD NOT BE INCLUDED IN THE COST OF PREPARING ROW.

DARDEN HILL ROAD (CR 162)

SUMMARY OF QUANTITIES

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SAN MARCOS, TEXAS 78666
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SUMMARY OF PAVEMENT MARKING ITEMS

	666 6002	666 6005	666 6011	666 6029	666 6035	666 6047	666 6053	666 6077	666 6098	668 6125
	REFL PAV MRK TY I (W)4"(BRK)(090MIL)	REFL PAV MRK TY I (W)4"(DOT)(090MIL)	REFL PAV MRK TY I (W)4"(SLD)(090MIL)	REFL PAV MRK TY I (W)8"(DOT)(090MIL)	REFL PAV MRK TY I (W)8"(SLD)(090MIL)	REFL PAV MRK TY I (W)24"(SLD)(090MIL)	REFL PAV MRK TY I (W)(ARROW)(090MIL)	REFL PAV MRK TY I (W)(WORD)(090MIL)	REF PAV MRK TY I(W)18"(YLD TRI)(090MIL)	REFL PAV MRK TY I (Y)4"(SLD)(090MIL)
	LF	LF	LF	LF	LF	LF	EA	EA	EA	LF
TO 14+50			687							688
14+50 TO ROUNDABOUT	29		717		212	96	2	2	13	1074
ROUNDABOUT		50	272	42	183		8			
ROUNDABOUT TO 24+53.98	38		854		200	96	2	2	13	822
SAWYER RANCH ROAD			770		107	72	2	3	13	852
SCHOOL ROAD					131	78			16	558
PROJECT TOTALS	**67**	**50**	**3300**	**42**	**833**	**342**	**14**	**7**	**55**	**3794**

SUMMARY OF SIGNING ITEMS

	644 6001	644 6004	644 6068	644 6076	644 6078
	IN SM RD SN SUP&AM TY10BWG(1)SA(P)	IN SM RD SN SUP&AM TY10BWG(1)SA(T)	RELOCATE SM RD SN SUP&AM TY 10BWG	REMOVE SM RD SN SUP&AM	REMOVE SM RD SN SUP&AM (SIGN ONLY)
	EA	EA	EA	EA	EA
BEGIN TO 14+50					
14+50 TO ROUNDABOUT	8			2	
ROUNDABOUT		4		2	
ROUNDABOUT TO 24+53.98	7		1	1	
SAWYER RANCH ROAD	7		1	1	1
SCHOOL ROAD	7				
PROJECT TOTALS	**29**	**4**	**2**	**6**	**1**

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DARDEN HILL ROAD (CR 162)

SUMMARY OF QUANTITIES

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SUMMARY OF EROSION CONTROL ITEMS

	160 6003	162 6002	164 6027	164 6055	164 6056	169 6001	506 6003	506 6011	506 6038	506 6039	506 6040	506 6043	1004 6001
	FURNISHING AND PLACING TOPSOIL (4")	BLOCK SODDING	CELL FBR MLCH SEED(PERM)(URBAN)(CLAY)	BONDED FBR MTRX SEED (TEMP)(WARM)	BONDED FBR MTRX SEED (TEMP)(COOL)	SOIL RETENTION BLANKETS (CL 1) (TY A)	ROCK FILTER DAMS (INSTALL) (TY 3)	ROCK FILTER DAMS (REMOVE)	TEMP SEDMT CONT FENCE (INSTALL)	TEMP SEDMT CONT FENCE (REMOVE)	BIODEG EROSN CONT LOGS (INSTL) (8")	BIODEG EROSN CONT LOGS (REMOVE)	TREE PROTECTION
	SY	SY	SY	SY	SY	SY	LF	LF	LF	LF	LF	LF	EA
TO 14+50	3218	195	3218	3218	3218	3218			759	759	16	16	
14+50 TO ROUNDABOUT	6316	305	6316	6316	6316	6316	48	48	853	853	70	70	
ROUNDABOUT		1662											
ROUNDABOUT TO 24+53.98	3650	259	3650	3650	3650	3650			802	802			
SAWYER RANCH ROAD	2172	227	2172	2172	2172	2172	102	102	670	670			
SCHOOL ROAD	1826	1055	1826	1826	1826	1826			527	527			1
PROJECT TOTALS	**17182**	**3703**	**17182**	**17182**	**17182**	**17182**	**150**	**150**	**3611**	**3611**	**86**	**86**	**1**

SUMMARY OF DRAINAGE ITEMS

	462 6003	464 6005	467 6132	467 6395	496 6004	496 6006	496 6007
	CONC BOX CULV (4 FT X2 FT)	RC PIPE (CL III)(24 IN)	SET (TY I)(S= 4 FT)(HW= 2 FT)(4:1)(C)	SET (TY II) (24 IN) (RCP) (6: 1) (P)	REMOV STR (SET)	REMOV STR (HEADWALL)	REMOV STR (PIPE)
	LF	LF	EA	EA	EA	EA	LF
TO 14+50		25		2	2		
14+50 TO ROUNDABOUT		39		2	2		33
ROUNDABOUT						2	234
ROUNDABOUT TO 24+53.98							
SAWYER RANCH ROAD	121		2				
SCHOOL ROAD							
PROJECT TOTALS	**121**	**64**	**2**	**4**	**4**	**2**	**267**

SUMMARY OF TRAFFIC CONTROL ITEMS

	105 6077	502 6001	508 6001	662 6063	662 6075	662 6095	677 6001	552 6001
	REMOVING STAB BASE & ASPH PAV (8")	BARRICADES, SIGNS AND TRAFFIC HANDLING	CONSTRUCTING DETOURS	WK ZN PAV MRK REMOV (W)4"(SLD)	WK ZN PAV MRK REMOV (W)24"(SLD)	WK ZN PAV MRK REMOV (Y)4"(SLD)	ELIM EXT PAV MRK & MRKS (4")	WIRE FENCE (TY A)
	SY	MO	SY	LF	LF	LF	LF	LF
BEGINNING TO 14+50	705	1.1	705	104		980	164	
14+50 TO ROUNDABOUT	169	1.1	169	1065		1200		
ROUNDABOUT	26		26		5			470
ROUNDABOUT TO 26+00	816	1.1	816			2020		
26+00 TO END	63	1.1	63			376		
SAWYER RANCH ROAD	304	1.1	304		30	1870	915	
SCHOOL ROAD	462		462		11	800		
PROJECT TOTALS	**2545**	**5.5**	**2545**	**1169**	**46**	**7226**	**1079**	**470**

DARDEN HILL ROAD (CR 162)
SUMMARY OF QUANTITIES

HAYS COUNTY DEPARTMENT OF ENGINEERING
21 TARRINGTON RD
SAN MARCOS, TEXAS 78666
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Firm Registration Number: 3937

PROJECT: 025-013
HORZ. SCALE:
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FILE: 025-01-SUMMARY.dgn
SHEET NO. 10 OF 143

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SUMMARY OF SMALL SIGNS

SM RD SGN ASSM TY XXXXX (X) XX (X-XXXX)

PLAN SHEET NO.	QUANTITY	SIGN NOMENCLATURE	SIGN TEXT	DIMENSIONS	FLAT ALUMINUM (TYPE A)	EXAL ALUMINUM (TYPE G)	POST TYPE (FRP = Fiberglass, TWT = Thin-Wall 10BWG = 10 BWG, SBO = Sch 80)	POSTS (1 or 2)	ANCHOR TYPE (UA=Universal Conc, UB=Universal Bolt, SA=Slipbase-Conc, SB=Slipbase-Bolt, WS=Wedge Steel, WP=Wedge Plastic)	MOUNTING DESIGNATION: PREFABRICATED (P = "Plain", T = "T", U = "U")	MOUNTING DESIGNATION: 1EXT or 2EXT = # of Ext BM = Extruded Wind Beam, WC = 1.12 #/ft Wind Channel, EXAL= Extruded Alum Sign Panels	BRIDGE MOUNT CLEARANCE SIGNS (See Note 2) TY = TYPE (TY N, TY S)
1	1	R2-1	SPEED LIMIT 45	24"X30"			10BWG	1	SA	P		
1	2	W2-6	ROUNDABOUT	30"X30"			10BWG	1	SA	P		
		D3-1	SAWYER RANCH RD	CUSTOM								
1	3	R3-8	INTERSECTION LANE CONTROL	CUSTOM X 30"			10BWG	1	SA	P		
1	4	W9-2TL	LANE ENDS MERGE LEFT	36"X36"			10BWG	1	SA	P		
1	5	R4-7	KEEP RIGHT	24"X30"			10BWG	1	SA	P		
1	6	R1-5L	YIELD TO PEDESTRIANS	36"X36"			10BWG	1	SA	P		
1	7	R1-5L	YIELD O PEDESTRIANS	36X36"			10BWG	1	SA	P		
1	8	R1-2	YIELD	36"X36"X36"			10BWG	1	SA	P		
2	9	R1-5L	YIELD TO PEDESTRIANS	36"X36"			10BWG	1	SA	P		
2	10	R1-2	YIELD	36"X36"X36"			10BWG	1	SA	P		
2	11	R1-5L	YIELD TO PEDESTRIANS	36"X36"			10BWG	1	SA	P		
2	12	W9-2TL	LANE ENDS MERGE LEFT	36"X36"			10BWG	1	SA	P		
2	13	R3-8	INTERSECTION LANE CONTROL	CUSTOM X 30"			10BWG	1	SA	P		
2	14	W2-6	ROUNDABOUT	30"X30"			10BWG	1	SA	P		
		D3-1	SAWYER RANCH ROAD	CUSOME								
2	15	R2-1	SPEED LIMIT 45	EX. TO BE RELOCATED								
2	16	R4-7	KEEP RIGHT	24"X30"			10BWG	1	SA	P		
3	17	R1-2	YIELD	36"X36"X36"			10BWG	1	SA	P		
3	18	R1-5L	YIELD TO PEDESTRIANS	36"X36"			10BWG	1	SA	P		
3	19	R1-5L	YIELD TO PEDESTRIANS	36"X36"			10BWG	1	SA	P		
3	20	R2-1	SPEED LIMIT 35	24"X30"			10BWG	1	SA	P		
3	21	R3-8	INTERSECTION LANE CONTROL	CUSTOM X 30"			10BWG	1	SA	P		
3	22	R4-7	KEEP RIGHT	24"X30"			10BWG	1	SA	P		
3	23	W2-6	ROUNDABOUT	30"X30"			10BWG	1	SA	P		
		D3-1	DARDEN HILL RD	CUSTOM								
3	24	R1-2	YIELD	36"X36"X36"			10BWG	1	SA	P		
3	25	R1-5L	YIELD TO PEDESTRIANS	36"X36"			10BWG	1	SA	P		
3	26	R4-7	KEEP RIGHT	24"X30"			10BWG	1	SA	P		
3	27	R1-5L	YIELD TO PEDESTRIANS	36"X36"			10BWG	1	SA	P		
3	28	R2-1	SPEED LIMIT 50	EX. TO BE RELOCATED								
3	29	R3-8	INTERSECTION LANE CONTROL	CUSOM X 30"			10BWG	1	SA	P		
3	30	W2-6	ROUNDABOUT	30"X30"			10BWG	1	SA	P		
		D3-1	DARDEN HILL RD	CUSTOM								
		W13-1P	SPEED PLAQUE	18"X18"								

ALUMINUM SIGN BLANKS THICKNESS	
Square Feet	Minimum Thickness
Less than 7.5	0.080"
7.5 to 15	0.100"
Greater than 15	0.125"

The Standard Highway Sign Designs for Texas (SHSD) can be found at the following website.

http://www.txdot.gov/

NOTE:

1. Sign supports shall be located as shown on the plans, except that the Engineer may shift the sign supports, within design guidelines, where necessary to secure a more desirable location or to avoid conflict with utilities. Unless otherwise shown on the plans, the Contractor shall stake and the Engineer will verify all sign support locations.
2. For installation of bridge mount clearance signs, see Bridge Mounted Clearance Sign Assembly (BMCS) Standard Sheet.
3. For Sign Support Descriptive Codes, see Sign Mounting Details Small Roadside Signs General Notes & Details SMD(GEN).

12/9/2022

STATE OF TEXAS
DAVID T. SPLICHER
94630
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DARDEN HILL ROAD (CR 162)
SUMMARY OF SMALL SIGNS

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Firm Registration Number: 3937

PROJECT: 025-013
HORZ. SCALE:
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SUMMARY OF SMALL SIGNS

SM RD SGN ASSM TY XXXXX (X) XX (X-XXXX)

PLAN SHEET NO.	QUANTITY	SIGN NOMENCLATURE	SIGN TEXT	DIMENSIONS	FLAT ALUMINUM (TYPE A)	EXAL ALUMINUM (TYPE G)	POST TYPE (FRP = Fiberglass, TWT = Thin-Wall, 10BWG = 10 BWG, S80 = Sch 80)	POSTS (1 or 2)	ANCHOR TYPE (UA=Universal Conc, UB=Universal Bolt, SA=Slipbase-Conc, SB=Slipbase-Bolt, WS=Wedge Steel, WP=Wedge Plastic)	MOUNTING DESIGNATION: PREFABRICATED (P = "Plain", T = "T", U = "U")	MOUNTING DESIGNATION: (1EXT or 2EXT = # of Ext, BM = Extruded Wind Beam, WC = 1.12 #/ft Wing Channel, EXAL= Extruded Alum Sign Panels)	BRIDGE MOUNT CLEARANCE SIGNS (See Note 2) TY = TYPE (TY N, TY S)
3	31	W1-2 W13-1P	CURVE LEFT SPEED PLAQUE	36"X36" 18"X18"			10BWG	1	SA	P		
4	32	R6-4a	ROUNDABOUT DIRECTION 3 CHEVRONS	48"X24"			10BWG	1	SA	T		
4	33	R6-4a	ROUNDABOUT DIRECTION 3 CHEVRONS	48"X24"			10BWG	1	SA	T		
4	34	R6-4a	ROUNDABOUT DIRECTION 3 CHEVRONS	48"X24"			10BWG	1	SA	T		
4	35	R6-4a	ROUNDABOUT DIRECTION 3 CHEVRONS	48"X24"			10BWG	1	SA	T		
				TOTAL			TOTAL	33				

ALUMINUM SIGN BLANKS THICKNESS	
Square Feet	Minimum Thickness
Less than 7.5	0.080"
7.5 to 15	0.100"
Greater than 15	0.125"

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3. For Sign Support Descriptive Codes, see Sign Mounting Details Small Roadside Signs General Notes & Details SMD(GEN).

12/9/2022

STATE OF TEXAS
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SUMMARY OF SMALL SIGNS

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Firm Registration Number: 3937

PROJECT:	005-012	SHEET NO.
HORIZ. SCALE:		
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FILE:	005-01-SMS.dgn	18 OF 143

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SEQUENCE OF CONSTRUCTION

PHASE 1: PROJECT SETUP

1. CLEAR AND GRUB PROPOSED ROW NORTH OF DARDEN HILL RD AND EAST OF SAWYER RANCH ROAD FOR STAGING AREA.
2. INSTALL PROJECT LIMIT SIGNS, PROJECT ADVANCE WARNING SIGNS, AND BARRICADES.
3. INSTALL TRAFFIC CONTROL DEVICES AS REQUIRED FOR TREE PRUNING, TREE REMOVAL, FENCE INSTALLATIONS AND REMOVAL.
4. INSTALL CONSTRUCTION FENCES FOR TREE PROTECTION AS REQUIRED FOR TREES TO REMAIN.
5. PRUNE TREES TO BE AFFECTED BY CONSTRUCTION.

PHASE 2: EROSION CONTROLS

1. INSTALL SEDIMENT CONTROL FENCE, ROCK FILTER DAM, CONCRETE WASH OUT AREA AND VEHICLE CONSTRUCTION ENTRANCE/EXITS.

PHASE 3: STAGE A: DARDEN HILL RD STA. 23+16 TO 26+65 AND SAWYER RANCH RD STA. 2+50 TO 6+26. PREPARE AND INSTALL TEMPORARY PAVEMENT IN AREAS AS SHOWN TO ACHIEVE A MINIMUM OF 24' PAVEMENT FOR 2-11' TRAVEL LANES AND A 2' BUFFER OFF PROPOSED NEW CENTERLINE.

1. STRIP TOPSOIL AND SUBGRADE TO ALLOW FOR INSTALLATION OF 8" TYPE B HMAC IN AREAS SHOWN FOR TEMPORARY PAVEMENT AS EXTENSION OF SHOULDER.
2. PROOF ROLL EXPOSED SUBGRADE. IF SOIL RUTS MORE THAN 1 INCH OR DEFLECTS EXCESSIVELY UNDER MOVING LOAD THE SUBGRADE SHALL BE UNDERCUT UNTIL FIRM SUBGRADE IS OBSERVED.
3. INSTALL AND COMPACT 8" TYPE B HMAC IN LIFTS NOT TO EXCEED SIX INCHES.
4. MAINTAIN ACCESS TO ALL DRIVEWAYS.
5. REGULATE WIDENING OPERATION SO THAT PAVEMENT DROP OFFS CONFORM TO THE PAVEMENT EDGE DROP OFF DETAIL BEFORE THE END OF EACH DAY'S OPERATION UNLESS OTHERWISE DIRECTED.

PHASE 3: STAGE B: DARDEN HILL RD AND SAWYER RANCH RD. INSTALL TRAFFIC CONTROL DEVICES.

PHASE 3: STAGE C: DARDEN HILL RD STA. 23+16 TO 26+65 AND SAWYER RANCH RD STA. 2+50 TO 6+26 SHIFT BOTH LANES OF TRAFFIC ONTO TEMPORARY PAVEMENT AS NECESSARY. ELIMINATE MARKINGS IN CONFLICT AND ADD TEMPORARY PAVEMENT MARKINGS AS NEEDED.

1. INSTALL TRAFFIC CONTROL DEVICES ALONG DARDEN HILL RD AND SAWYER RANCH RD ADJACENT TO EXISTING PAVEMENT.
2. PREPARE RIGHT OF WAY ON NORTH SIDE OF DARDEN HILL RD AND ALONG EAST SIDE OF SAWYER RANCH RD.
   A. CLEAR AND GRUB TREES TO BE REMOVED
   B. REMOVE EXISTING DRAINAGE STRUCTURE AND PIPES, AND INSTALL DRAINAGE PIPES AND STRUCTURES
   C. OBLITERATION PORTIONS OF ROAD TO BE REMOVED.
   D. REMOVE TOPSOIL/ORGANIC SOIL, 6" MINIMALLY, TREE ROOTS, VEGETATION, SOFT MATERIALS OR LOOSE SOILS.
   E. PROOF ROLL EXPOSED SUBGRADE WITHIN PAVEMENT AREA ON A DRY WEATHER DAY TO OBSERVE SOILS.
   F. IF SOIL RUTS MORE THAN ONE INCH OR IS DEFLECT EXCESSIVELY UNDER A MOVING LOAD, THE SOIL SHOULD BE UNDERCUT UNTIL FIRM SUBGRADE IS OBSERVED.
   G. WEAK MATERIAL AND TOPSOIL ARE NOT SUITABLE AS FILL AND SHALL BE USED AS THE FINAL LIFT IN AREAS OUTSIDE OF PROPOSED AND FUTURE PAVEMENT AREAS.
   H. THE MATERIAL NOT SUITABLE AS ACCEPTABLE FILL SHALL BE REPLACED WITH ON SITE FILL. FREE OF TOPSOIL, VEGETATION AND STONES LARGER THAN 6". LIFTS SHALL NOT EXCEED 6" AFTER COMPACTION, FLEX BASE REMOVED FROM THE EXISTING ROADWAY MAY BE USED AS FILL IF THE MATERIAL MEETS THE ABOVE REFERENCED REQUIREMENTS.
3. GRADE EXISTING SUBGRADE AND INSTALL FILL AS NECESSARY TO ACHIEVE SUBGRADE ELEVATIONS.
4. STABILIZE 8 INCHES OF SUBGRADE WITH ROAD BOND AND COMPACT.
5. INSTALL AND COMPACT 14 INCHES LIMESTONE BASE MATERIAL IN LIFTS NOT TO EXCEED SIX INCHES.
6. APPLY PRIME COAT AND TWO INCHES OF TYPE D HOT MIX ASPHALTIC CONCRETE PAVEMENT IN FIRST LIFT. FINAL 2 INCHES SHALL BE INSTALLED IN PHASE 5.
7. LEAVE ISLAND AND APPROACH CURBS AND GUTTER OUT UNTIL FINAL PHASE.
8. MAINTAIN TEMPORARY PAVEMENT MARKINGS FOR TWO-WAY TRAVEL ALONG ROADWAY UNTIL PHASE 4.
9. VEGETATE AREAS DISTURBED DURING CONSTRUCTION
10. REMOVE SILT FENCE EROSION CONTROL ITEMS UPON FINAL SOIL STABILIZATION.

PHASE 3: STAGE D: ADD TEMPORARY PAVING IN PREPERATION FOR PHASE 4 CONSTRUCTION. DARDEN HILL RD STA. 6+00 TO 14+40 AND DARDEN HILL RD STA. 24+54 TO 26+97. PREPARE AND INSTALL TEMPORARY PAVEMENT IN AREAS AS SHOWN TO ACHIEVE A MINIMUM OF 24' PAVEMENT FOR 2-11' TRAVEL LANES AND A 2' BUFFER OFF PROPOSED NEW CL.

1. STRIP TOPSOIL AND SUBGRADE TO ALLOW FOR INSTALLATION OF 8" TYPE B HMAC IN AREAS SHOWN FOR TEMPORARY PAVEMENT.
2. PROOF ROLL EXPOSED SUBGRADE. IF SOIL RUTS MORE THAN 1 INCH OR DEFLECTS EXCESSIVELY UNDER MOVING LOAD THE SUBGRADE SHALL BE UNDERCUT UNTIL FIRM SUBGRADE IS OBSERVED.
3. INSTALL AND COMPACT 8" TYPE B HMAC IN LIFTS NOT TO EXCEED SIX INCHES.
4. MAINTAIN ACCESS TO ALL DRIVEWAYS.
5. REGULATE WIDENING OPERATION SO THAT PAVEMENT DROP OFFS CONFORM TO THE PAVEMENT EDGE DROP OFF DETAIL BEFORE THE END OF EACH DAY'S OPERATION UNLESS OTHERWISE DIRECTED.

PHASE 4: STAGE A: DARDEN HILL RD AND SAWYER RANCH RD. INSTALL TRAFFIC CONTROL DEVICES AND SHIFT BOTH LANES OF TRAFFIC ONTO TEMPORARY PAVEMENT AS NECESSARY. ELIMINATE MARKINGS IN CONFLICT AND ADD TEMPORARY PAVEMENT MARKINGS AS NEEDED.

PHASE 4: STAGE B DARDEN HILL RD AND SAWYER RANCH RD.

1. PREPARE RIGHT OF WAY.
   A. CLEAR AND GRUB TREES TO BE REMOVED.
   B. REMOVE EXISTING DRAINAGE STRUCTURES AND PIPES.
   C. OBLITERATE PORTIONS OF DARDEN HILL RD AND SAWYER RANCH RD TO BE REMOVED.
2. COMPACT ANY REMAINING DRAINAGE PIPES AND STRUCTURES.
3. GRADE SUBGRADE, PROOF ROLL AND COMPACT, ADD FILL AS NECESSARY.
4. STABILIZE 8 INCHES SUBGRADE WITH ROAD BOND
5. INSTALL AND COMPACT 14 INCHES LIMESTONE BASE MATERIAL IN LIFTS NOT TO EXCEED SIX INCHES.
6. APPLY PRIME COAT AND TWO INCHES TYPE D HOT MIX ASPHALTIC PAVEMENT IN FIRST LIFT. FINAL 2 INCHES TO BE INSTALLED IN PHASE 5.
7. ENSURE ALL TEMPORARY PAVEMENT MARKINGS AND SIGNS ARE INSTALLED PRIOR TO OPENING UP THE SECTION OF ROADWAY.
8. VEGETATE AREAS DISTURBED DURING CONSTRUCTION.

PHASE 5: STAGE A: DARDEN HILL RD AND SAWYER RANCH RD

1. INSTALL TRAFFIC CONTROL DEVICES TO FACILITATE CONSTRUCTION OF APPROACH CURBS AND CENTER OF ROUNDABOUT.
2. REMOVE AND OBLITERATE TEMPORARY PAVEMENT

PHASE 5: STAGE B: DARDEN HILL RD AND SAWYER RANCH RD

1. PLACE ADVANCE WARNING SIGNS, TRAFFIC CONTROL DEVICES, WORK ZONE PAVEMENT MARKING AND SIGNS IN ACCORDANCE WITH TRAFFIC CONTROL STANDARDS, TMUTCD.
2. OVERLAY ENTIRE PROJECT LIMITS UTILIZING FLAGGER OPERATIONS PER STANDARD DETAILS TCP (2-2)-18 OR TCP (3-1) 13.
3. PLACE PERMANENT SIGNS AND PAVEMENT MARKING AS INDICATED IN THE SIGNING AND PAVEMENT MARKING LAYOUTS.
4. VEGETATE AREAS DISTURBED DURING CONSTRUCTION. CLEAN CONSTRUCTION AREAS AND RESTORE TO ORIGINAL CONDITION.
5. REMOVE ALL CONSTRUCTIONS SIGNS AND TEMPORARY EROSION AND SEDIMENT CONTROLS UPON FORMAL ACCEPTANCE.

NOTE: THE OBJECTIVE OF THE SEQUENCE OF CONSTRUCTION IS TO PERFORM PHASE 4 AND SUBSTANTAILLY COMPLETE THE PROJECT DURING THE PERIOD THE SCHOOL IS OUT FOR THE SUMMER. IF THE CONTRACTOR IS NOT CAPABLE OF COMPLETEING PHASE 4 BY AUGUST 19TH , THE CONTRACTOR WILL NEED TO PROVIDE ADDITIONAL TRAFFIC CONTROL PLANS AND WORK WITH THE SCHOOL DISTRICT ON CONSTRUCTION PRACTICES, INCLUDING START AND STOP TIMES, TO BEST COMPLETE THE PROJECT AND MINIMIZE IMPACT TO THE SCHOOL OPERATIONS.

12/9/2022

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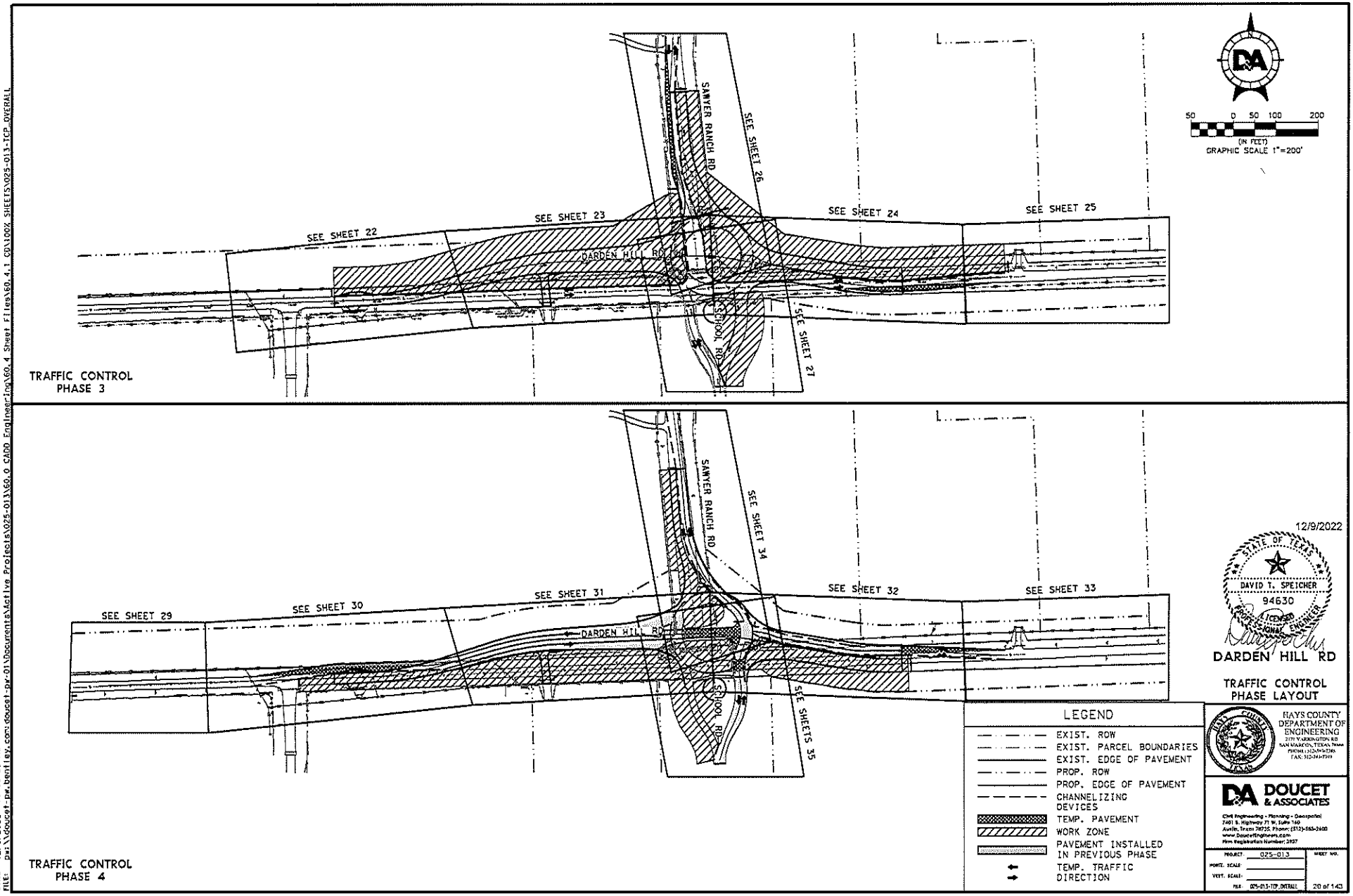
DARDEN HILL ROAD (CR 162)
CONSTRUCTION SEQUENCE

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HORIZ. SCALE:	1" = 50'	
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STATE OF TEXAS
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DARDEN HILL RD

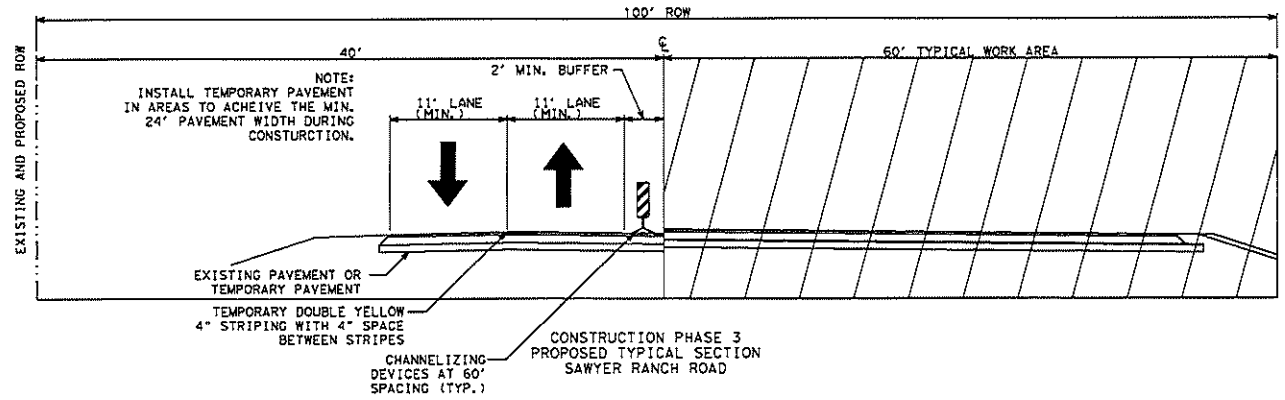
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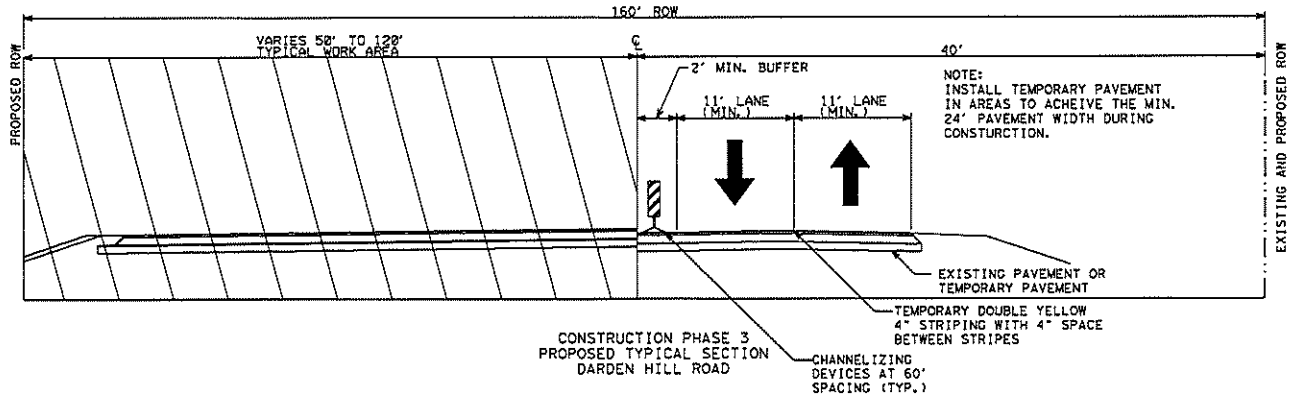
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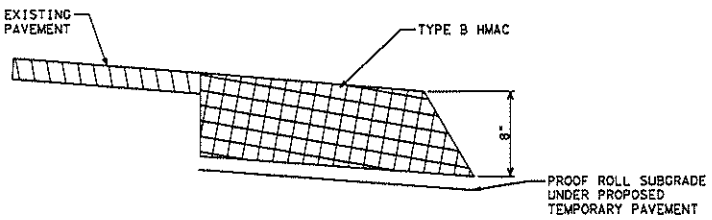
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FILE: 025-013-TCP_OVERALL
SHEET NO. 20 of 143

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TEMPORARY PAVEMENT DETAIL

NOTES:
1. ACCESS TO PRIVATE PROPERTY, DRIVEWAYS AND SAWYER RANCH ROAD SHALL BE MAINTAINED AT ALL TIMES WITH HALF WIDTH OF ROADWAY
2. BARRICADES, WARNING SIGNS, LIGHTS AND DEVICES FOR GUIDANCE AND PROTECTION OF TRAFFIC AND PEDESTRIANS MUST CONFORM TO THE INSTALLATIONS SHOWN IN THE 2017 TEXAS MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES AND APPLICABLE BC & TCP STANDARDS.
3. ADJUST THE LOCATION OF ADVANCED WARNING SIGNS IN EACH PHASE WITH APPROVAL OF THE ENGINEER.
4. TRAFFIC SHALL BE DIVERTED (SWITCHED) ONTO THE NEW SECTION OF DARDEN HILL ROAD AND SAWYER RANCH ROAD AFTER COMPLETING PHASE 3.
6. TWO LANES SHALL REMAIN OPEN DURING THE CONSTRUCTION OF ALL PHASES.
7. THE ENGINEER MAY REQUEST ADDITIONAL SIGNING NOT SHOWN AND THIS WILL BE CONSIDERED SUBSIDIARY TO THE PERTINENT BID ITEMS.

WORK ZONE SPEED LIMIT
=30 MPH

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED PROFESSIONAL ENGINEER

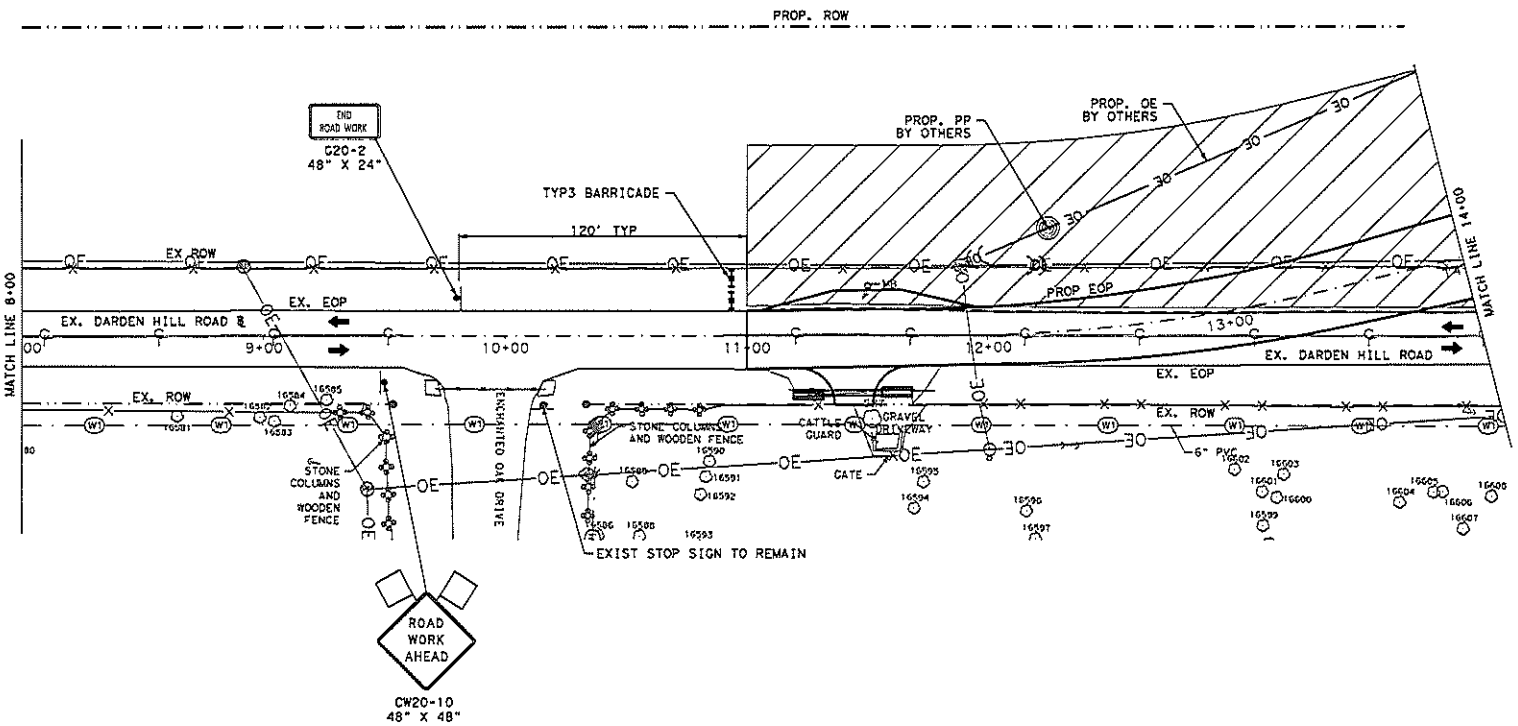
DARDEN HILL ROAD (CR 162)
TRAFFIC CONTROL PLAN
PHASE 3

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TX 78666
PHONE: 512-393-7307
FAX: 512-393-7310

DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735. Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT:	025-013	SHEET NO.
HORIZ. SCALE:	1" = 50'	
VERT. SCALE:	NA	
FILE:	013-013-TCP-PH3 TYP.dgn	21 OF 143

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25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

- EXIST. ROW
- EXIST. ROAD CL
- EXIST. EOP
- EXIST. EASEMENT
- ROW BOUNDARIES
- EOP
- EASEMENT
- ROADWAY CL
- CHANNELIZING DEVICES
- CONSTRUCTION STAGING AREA
- TEMP. PAVEMENT
- WORK ZONE
- PAVEMENT INSTALLED IN PREVIOUS PHASE
- TEMP. TRAFFIC DIRECTION

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

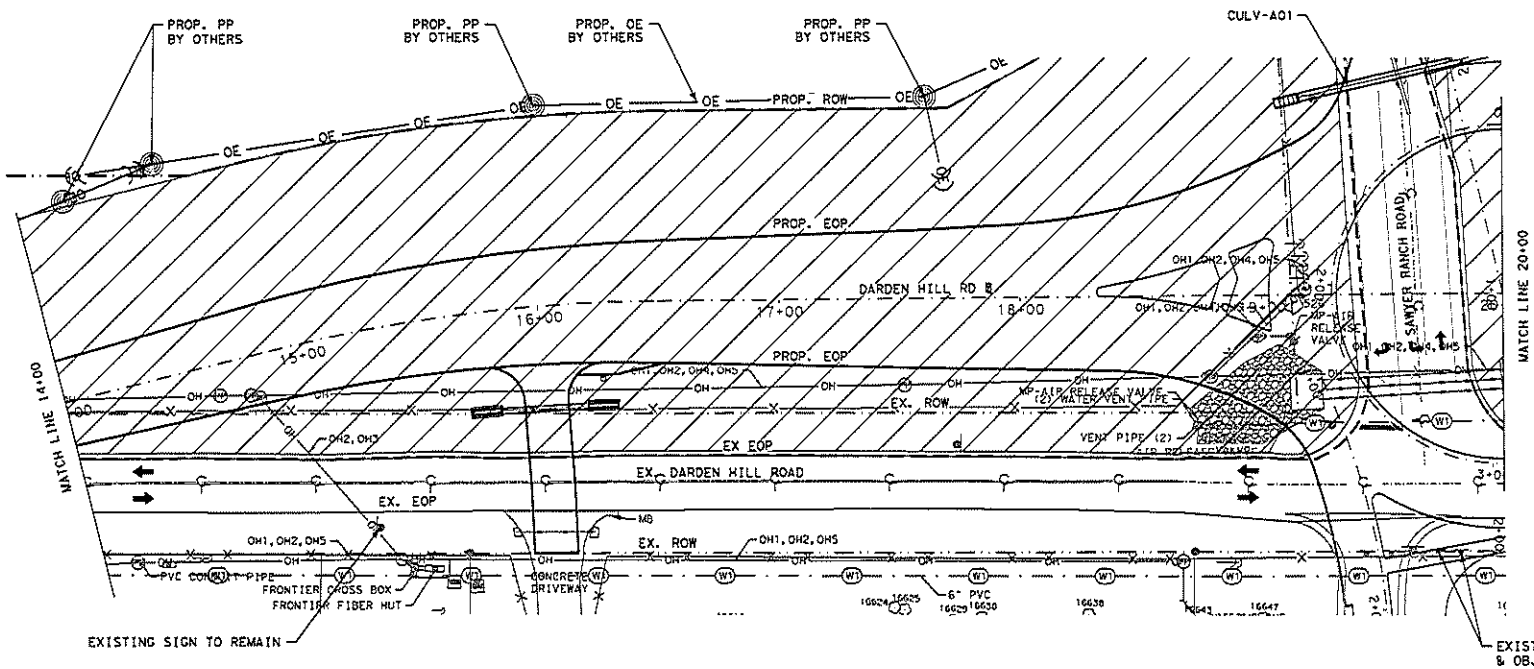
DARDEN HILL ROAD (CR 162)
TRAFFIC CONTROL PLAN
PHASE 3

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: (512) 393-7307
FAX: 512-393-7399

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7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
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Firm Registration Number: 3937

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(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

- EXIST. ROW
- EXIST. ROAD CL
- EXIST. EOP
- EXIST. EASEMENT
- ROW BOUNDARIES
- EOP
- EASEMENT
- ROADWAY CL
- CHANNELIZING DEVICES
- CONSTRUCTION STAGING AREA
- TEMP. PAVEMENT
- WORK ZONE
- PAVEMENT INSTALLED IN PREVIOUS PHASE
- TEMP. TRAFFIC DIRECTION

12/9/2022

STATE OF TEXAS
DAVID I. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)
TRAFFIC CONTROL PLAN
PHASE 3

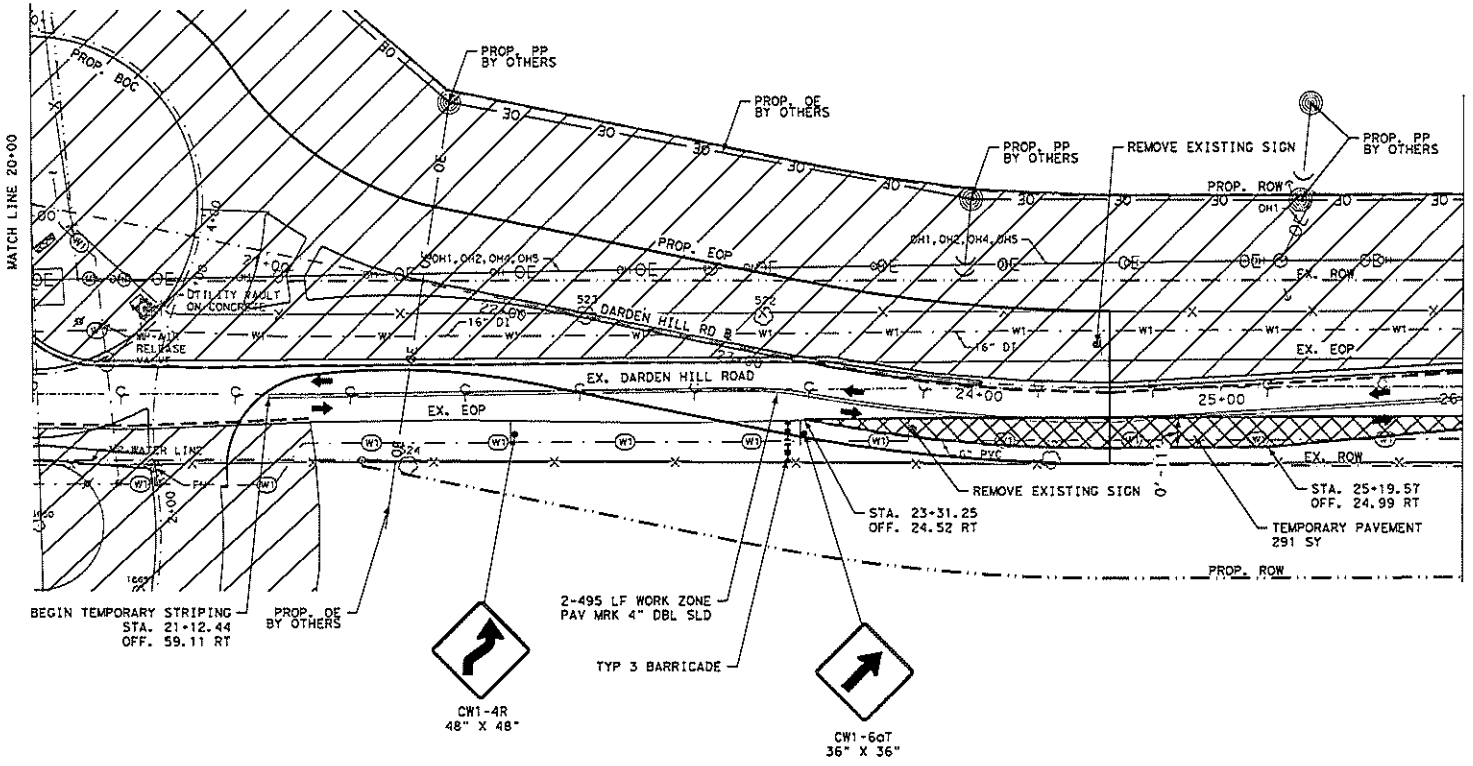
HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: (512)-393-7300
FAX: 512-393-7303

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Firm Registration Number: 3937

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SHEET NO.
23 OF 140

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(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

- EXIST. ROW
- EXIST. ROAD CL
- EXIST. EOP
- EXIST. EASEMENT
- ROW BOUNDARIES
- EOP
- EASEMENT
- ROADWAY CL
- CHANNELIZING DEVICES
- CONSTRUCTION STAGING AREA
- TEMP. PAVEMENT
- WORK ZONE
- PAVEMENT INSTALLED IN PREVIOUS PHASE
- TEMP. TRAFFIC DIRECTION

SHEET TOTALS	
TEMPORARY 4" DOUBLE SOLID YELLOW	990 LF
TEMPORARY PAVEMENT	291 SY

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

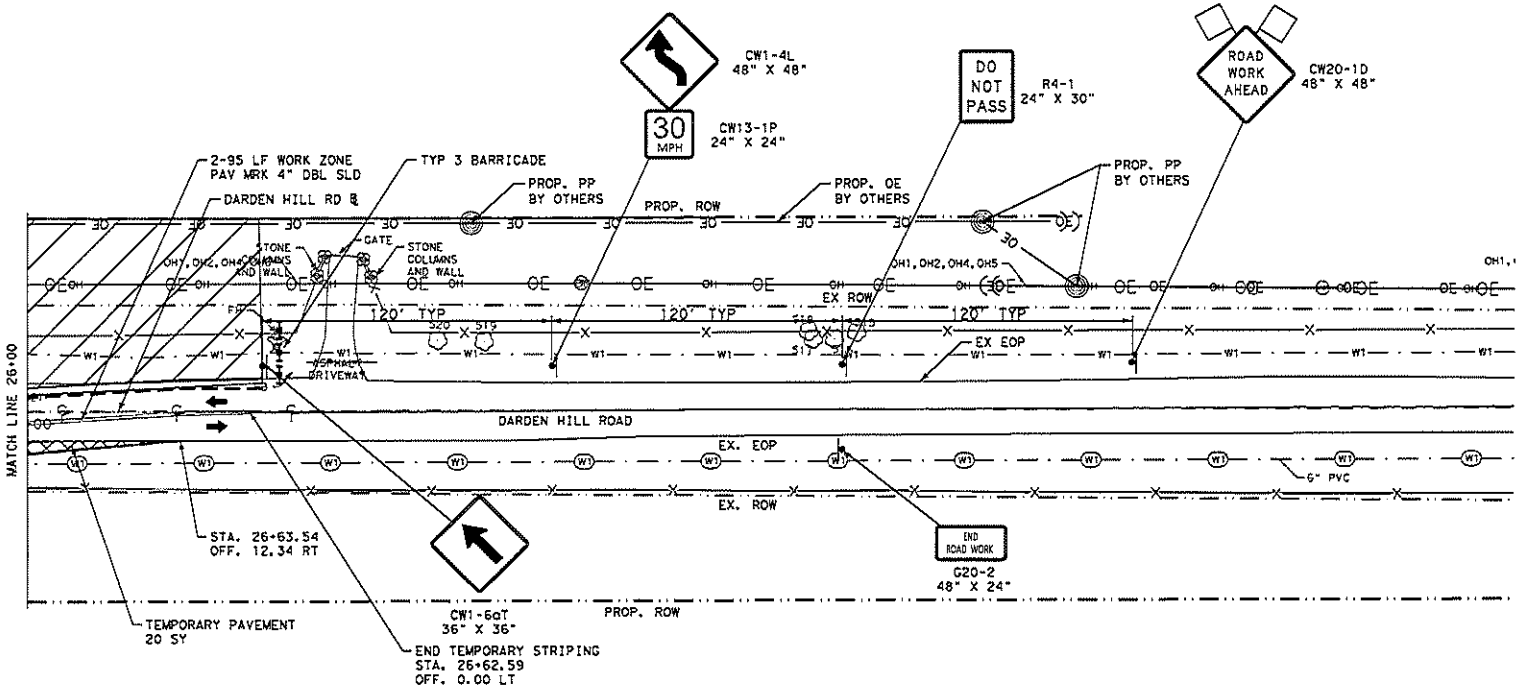
DARDEN HILL ROAD (CR 162) TRAFFIC CONTROL PLAN PHASE 3

HAYS COUNTY DEPARTMENT OF ENGINEERING
21?1 YARRINGTON RD.
SAN MARCOS, TEXAS 78666
PHONE: 512-393-2200
FAX: 512-393-2205

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Firm Registration Number: 3937

PROJECT:	025-013	SHEET NO.
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VERT. SCALE:	NA	
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SHEET TOTALS	
TEMPORARY 4" DOUBLE SOLID YELLOW	190 LF
TEMPORARY PAVEMENT	20 SY

25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

- EXIST. ROW
- EXIST. ROAD CL
- EXIST. EOP
- EXIST. EASEMENT
- ROW BOUNDARIES
- EOP
- EASEMENT
- ROADWAY CL
- CHANNELIZING DEVICES
- CONSTRUCTION STAGING AREA
- TEMP. PAVEMENT
- WORK ZONE
- PAVEMENT INSTALLED IN PREVIOUS PHASE
- TEMP. TRAFFIC DIRECTION

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

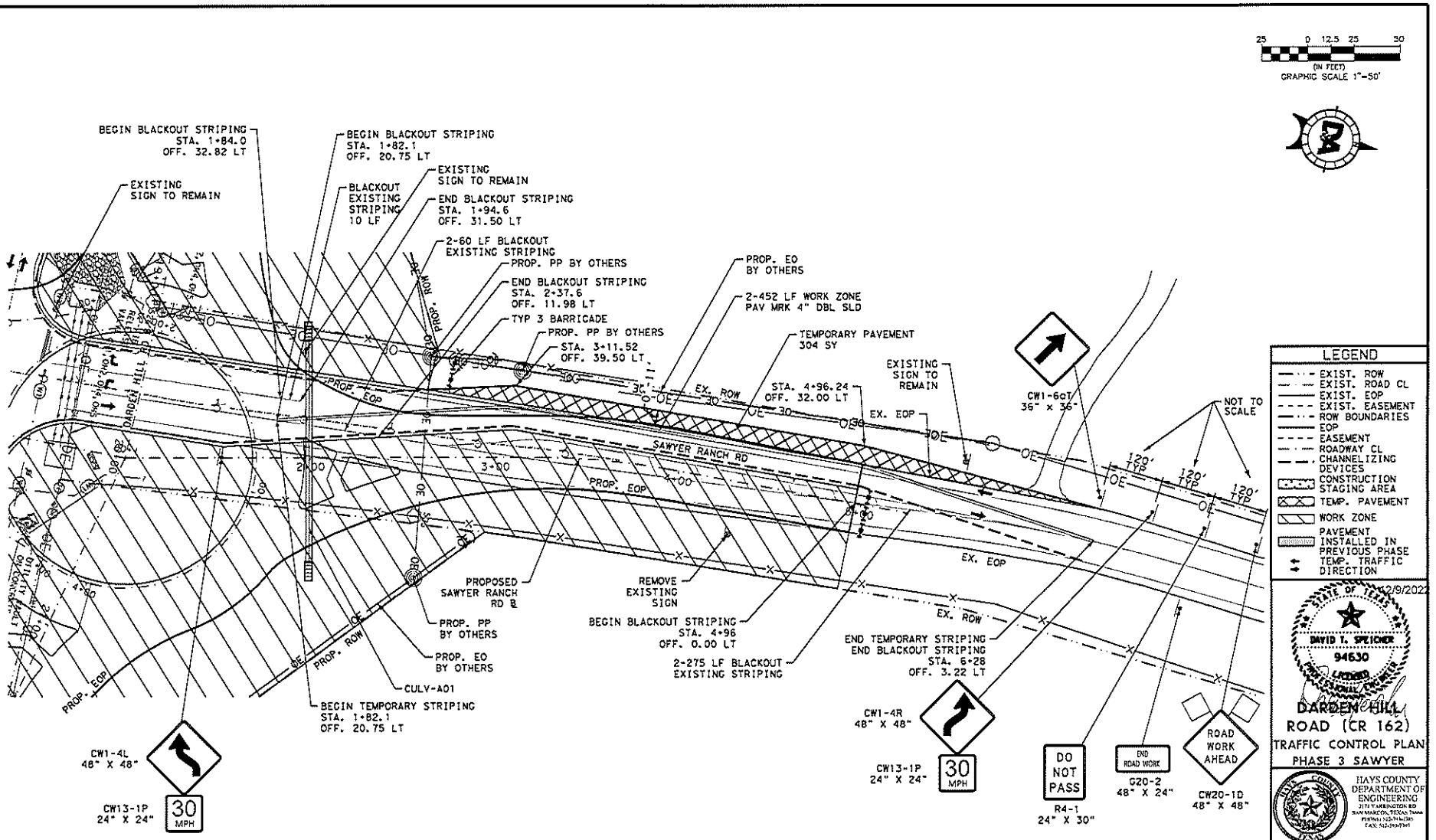
DARDEN HILL ROAD (CR 162) TRAFFIC CONTROL PLAN PHASE 3

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: (512)393-7307
FAX: (512)393-7399

DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT:	025-013
HORIZ. SCALE:	1" = 50'
VERT. SCALE:	N/A
FILE:	025-013-TCP-PH3-01.dgn
SHEET NO.	25 OF 143

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SHEET TOTALS	
TEMPORARY 4" DOUBLE SOLID YELLOW	904 LF
TEMPORARY PAVEMENT	304 SY
BLACKOUT EXISTING STRIPING	670 LF

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER
4/8/2022

DARDEN HILL ROAD (CR 162)

TRAFFIC CONTROL PLAN PHASE 3 SAWYER

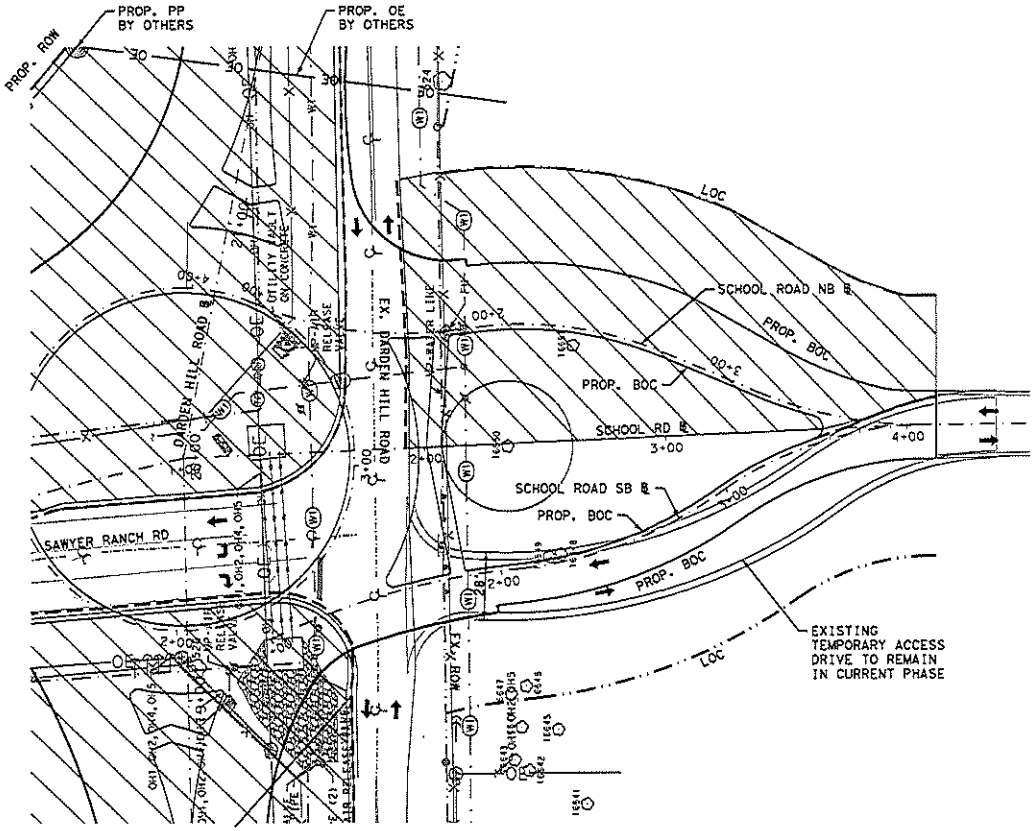
HAYS COUNTY
DEPARTMENT OF
ENGINEERING
21?1 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-?78-?365
FAX: 512-393-?941

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7401 B. Highway 71 W, Suite 160
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Firm Registration Number: 3937

PROJECT:	025-013
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VERT. SCALE:	N/A
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SHEET NO.
20 OF 143

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25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

- EXIST. ROW
- EXIST. ROAD CL
- EXIST. EOP
- EXIST. EASEMENT
- ROW BOUNDARIES
- EOP
- EASEMENT
- ROADWAY CL
- CHANNELIZING DEVICES
- CONSTRUCTION STAGING AREA
- TEMP. PAVEMENT
- WORK ZONE
- PAVEMENT INSTALLED IN PREVIOUS PHASE
- TEMP. TRAFFIC DIRECTION

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)
TRAFFIC CONTROL PLAN
PHASE 3 SCHOOL RD

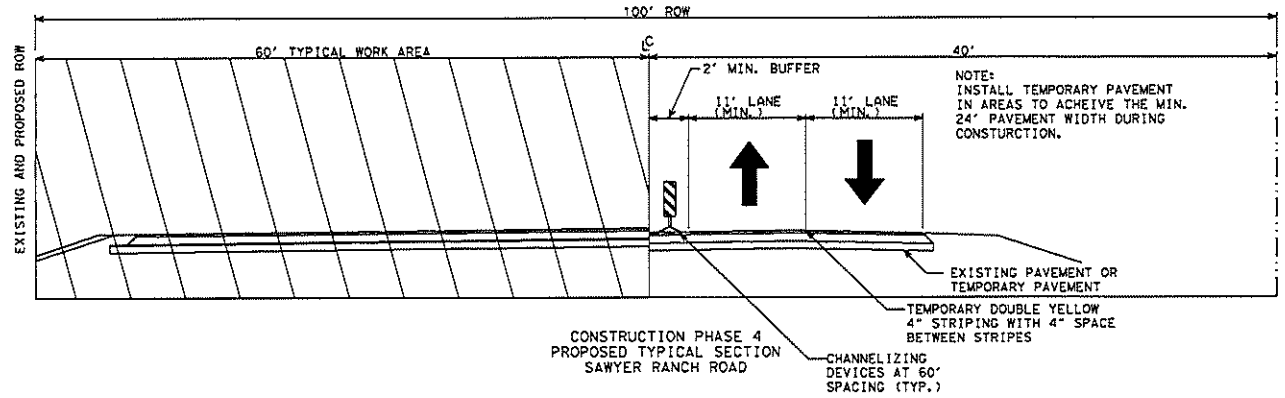
HAYS COUNTY DEPARTMENT OF ENGINEERING
21TI WASHINGTON RD
SAN MARCOS, TEXAS 78666
PHONE (512) 393-7307
FAX: 512-393-7311

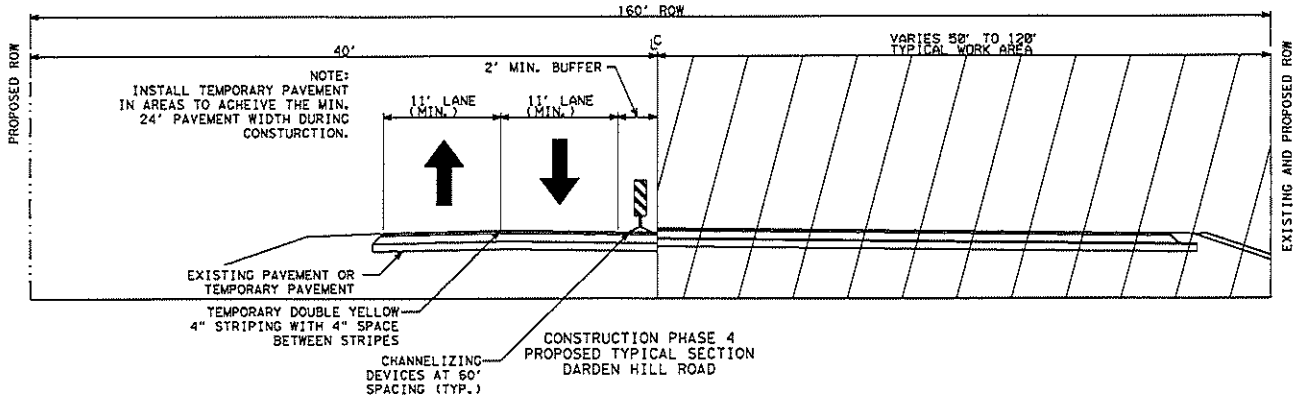
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7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

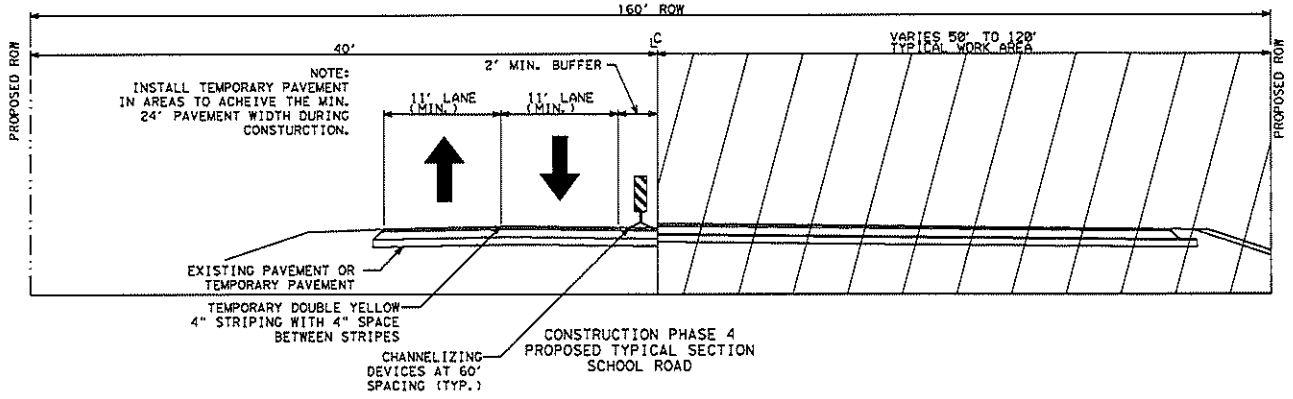
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VERT. SCALE:	NA
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SHEET NO.
27 OF 143

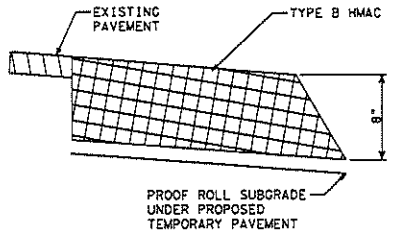
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NOTES:
1. ACCESS TO PRIVATE PROPERTY, DRIVEWAYS AND SAWYER RANCH ROAD SHALL BE MAINTAINED AT ALL TIMES WITH HALF WIDTH OF ROADWAY
2. BARRICADES, WARNING SIGNS, LIGHTS AND DEVICES FOR GUIDANCE AND PROTECTION OF TRAFFIC AND PEDESTRIANS MUST CONFORM TO THE INSTALLATIONS SHOWN IN THE 2017 TEXAS MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES AND APPLICABLE BC & TCP STANDARDS.
3. ADJUST THE LOCATION OF ADVANCED WARNING SIGNS IN EACH PHASE WITH APPROVAL OF THE ENGINEER.
4. TRAFFIC SHALL BE DIVERTED (SWITCHED) ONTO THE NEW SECTION OF DARDEN HILL ROAD, SAWYER RANCH ROAD, AND SCHOOL ROAD AFTER COMPLETING PHASE 4.
6. TWO LANES SHALL REMAIN OPEN DURING THE CONSTRUCTION OF ALL PHASES.
7. THE ENGINEER MAY REQUEST ADDITIONAL SIGNING NOT SHOWN AND THIS WILL BE CONSIDERED SUBSIDIARY TO THE PERTINENT BID ITEMS.



TEMPORARY PAVEMENT DETAIL

WORK ZONE SPEED LIMIT =30 MPH

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

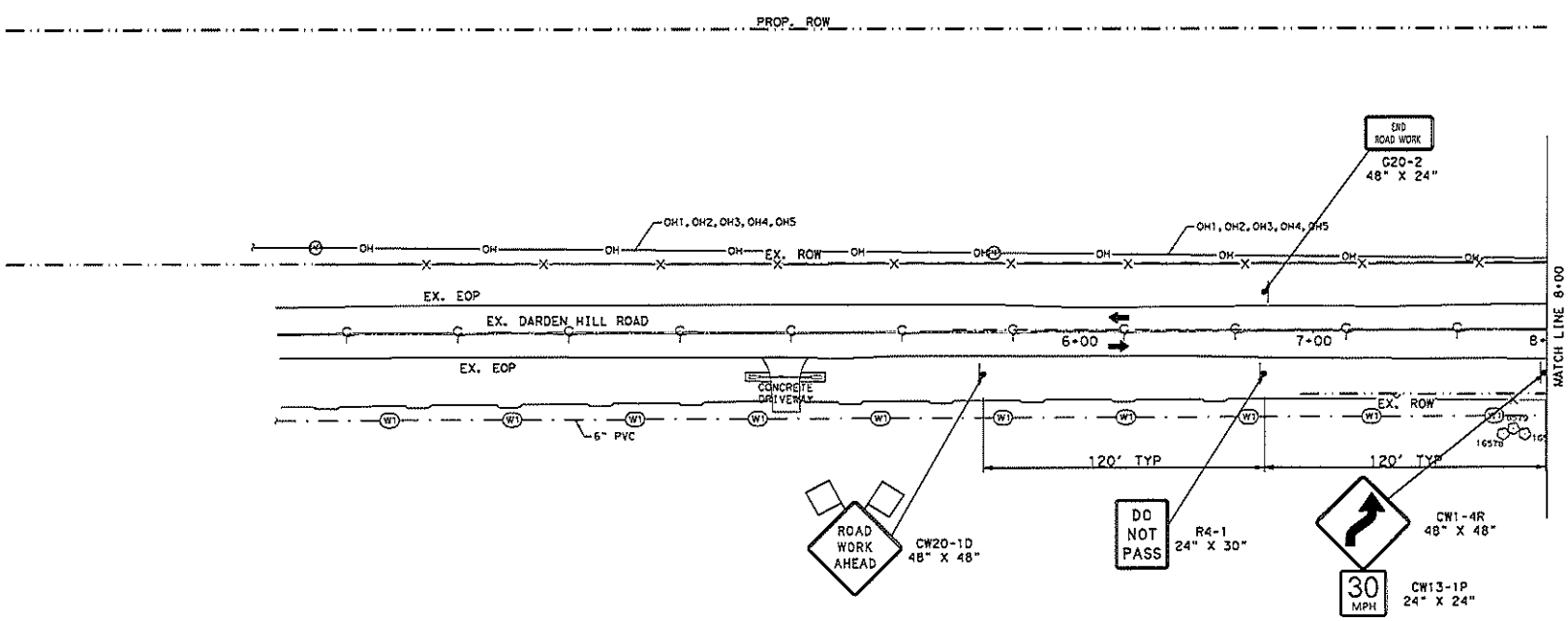
TRAFFIC CONTROL PLAN PHASE 4

HAYS COUNTY DEPARTMENT OF ENGINEERING
21I1 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7307
FAX: 512-393-7310

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Civil Engineering • Planning • Geographic
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735. Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT: 025-013
HORIZ. SCALE:
VERT. SCALE:
FILE: 025-013-TCP-PH4 TYP.dgn
SHEET NO. 28 OF 143

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25 0 12.5 25 50

(IN FEET)

GRAPHIC SCALE 1"=50'

LEGEND

- EXIST. ROW
- EXIST. ROAD CL
- EXIST. EOP
- EXIST. EASEMENT
- ROW BOUNDARIES
- EOP
- EASEMENT
- ROADWAY CL
- CHANNELIZING DEVICES
- CONSTRUCTION STAGING AREA
- TEMP. PAVEMENT
- WORK ZONE
- PAVEMENT INSTALLED IN PREVIOUS PHASE
- TEMP. TRAFFIC DIRECTION

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

TRAFFIC CONTROL PLAN PHASE 4

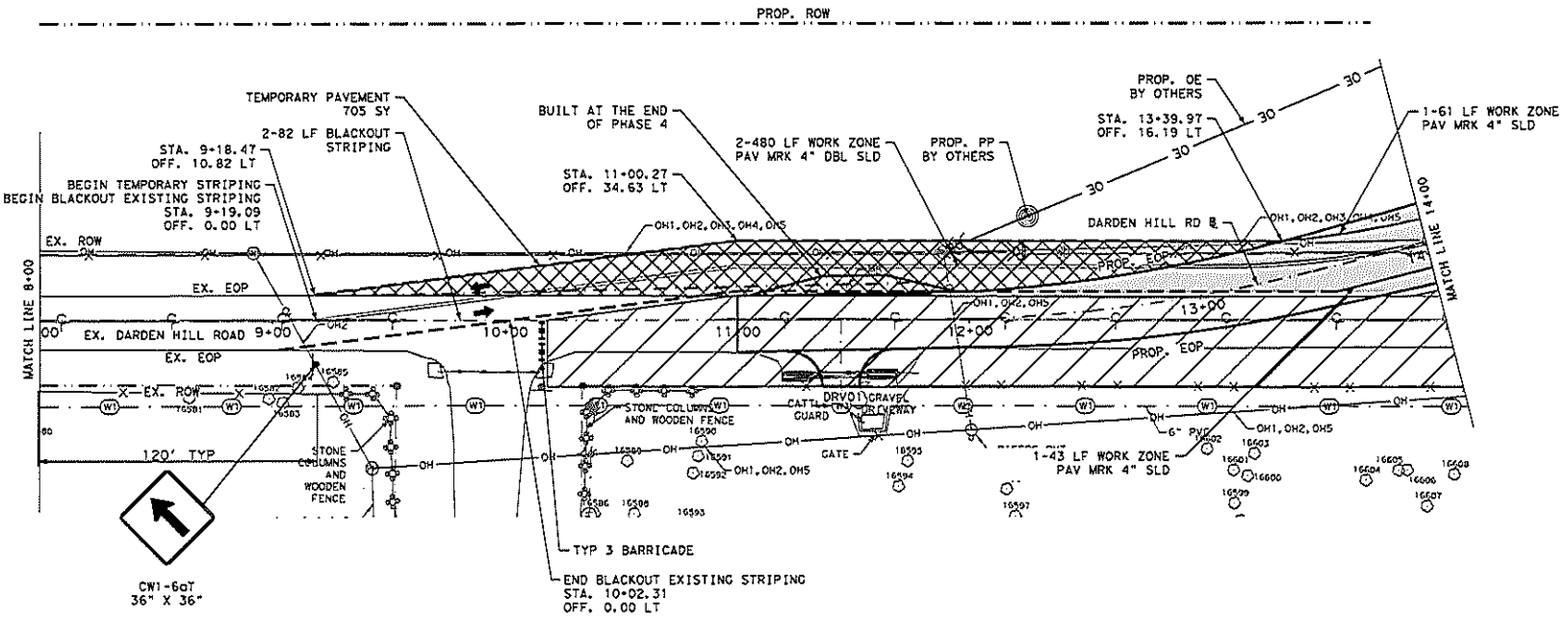
HAYS COUNTY DEPARTMENT OF ENGINEERING
21I W. NANCE RD
SAN MARCOS, TEXAS 78666
PHONE (512) 393-7307
FAX: (512) 393-2909

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Firm Registration Number: 3937

PROJECT:	025-013
HORIZ. SCALE:	1" = 50'
VERT. SCALE:	NA
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SHEET NO.
20 OF 143

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25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

- EXIST. ROW
- EXIST. ROAD CL
- EXIST. EOP
- EXIST. EASEMENT
- ROW BOUNDARIES
- EOP
- EASEMENT
- ROADWAY CL
- CHANNELIZING DEVICES
- CONSTRUCTION STAGING AREA
- TEMP. PAVEMENT
- WORK ZONE
- PAVEMENT INSTALLED IN PREVIOUS PHASE
- TEMP. TRAFFIC DIRECTION

SHEET TOTALS	
TEMPORARY 4" SOLID WHITE	104 LF
TEMPORARY 4" DOUBLE SOLID YELLOW	960 LF
TEMPORARY PAVEMENT	705 SY
BLACKOUT EXISTING STRIPING	164 LF

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

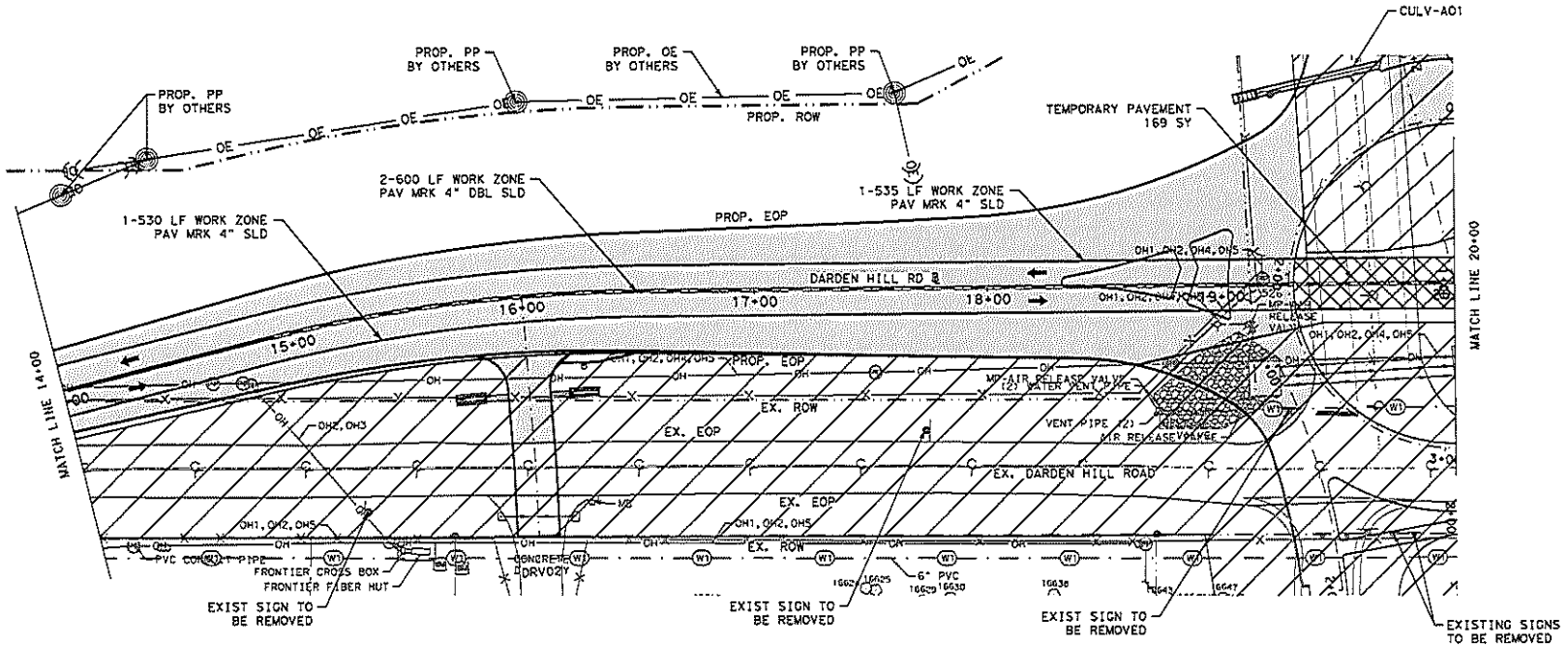
DARDEN HILL ROAD (CR 162) TRAFFIC CONTROL PLAN PHASE 4

HAYS COUNTY DEPARTMENT OF ENGINEERING
21TH YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7307
FAX: 512-393-7320

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Firm Registration Number: 3937

PROJECT:	025-013
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VERT. SCALE:	N/A
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SHEET NO.	30 OF 143

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25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

- EXIST. ROW
- EXIST. ROAD CL
- EXIST. EOP
- EXIST. EASEMENT
- ROW BOUNDARIES
- EOP
- EASEMENT
- ROADWAY CL
- CHANNELIZING DEVICES
- CONSTRUCTION STAGING AREA
- TEMP. PAVEMENT
- WORK ZONE
- PAVEMENT INSTALLED IN PREVIOUS PHASE
- TEMP. TRAFFIC DIRECTION

SHEET TOTALS	
TEMPORARY 4" DOUBLE SOLID YELLOW	1,200 LF
TEMPORARY 4" SOLID WHITE	1,065 LF
TEMPORARY PAVEMENT	169 SY

12/9/2022

STATE OF TEXAS
DAVID I. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

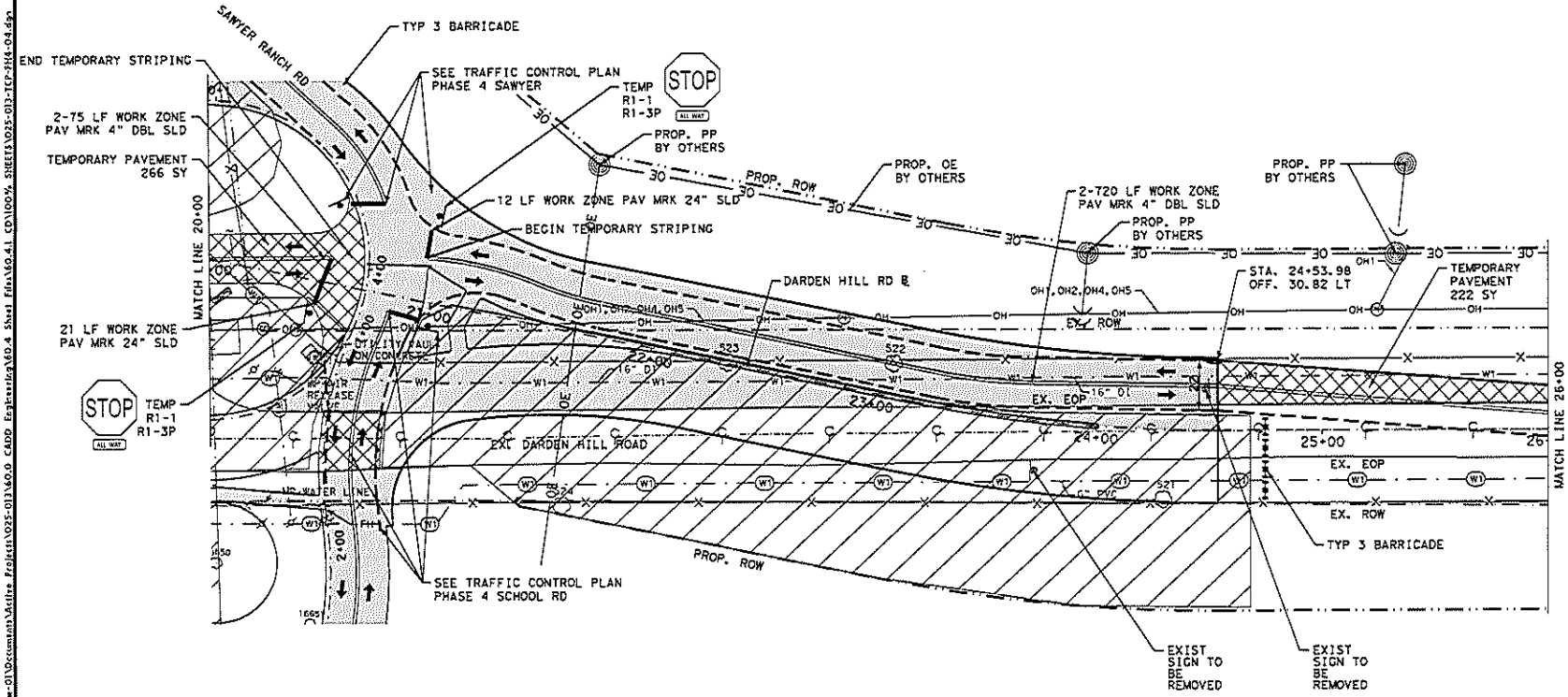
DARDEN HILL ROAD (CR 162)
TRAFFIC CONTROL PLAN PHASE 4

HAYS COUNTY DEPARTMENT OF ENGINEERING
21 T ARRAGON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7307
FAX: 512-393-7331

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www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT:	025-013
HORIZ. SCALE:	1" = 50'
VERT. SCALE:	NA
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25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

- EXIST. ROW
- EXIST. ROAD CL
- EXIST. EOP
- EXIST. EASEMENT
- ROW BOUNDARIES
- EOP
- EASEMENT
- ROADWAY CL
- CHANNELIZING DEVICES
- CONSTRUCTION STAGING AREA
- TEMP. PAVEMENT
- WORK ZONE
- PAVEMENT INSTALLED IN PREVIOUS PHASE
- TEMP. TRAFFIC DIRECTION

SHEET TOTALS	
TEMPORARY 4" DOUBLE SOLID YELLOW	1,590 LF
WORK ZONE PAV MRK 24" SLD	32 LF
TEMPORARY PAVEMENT	488 SY

12/9/2022

STATE OF TEXAS
DAVID L. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162) TRAFFIC CONTROL PLAN PHASE 4

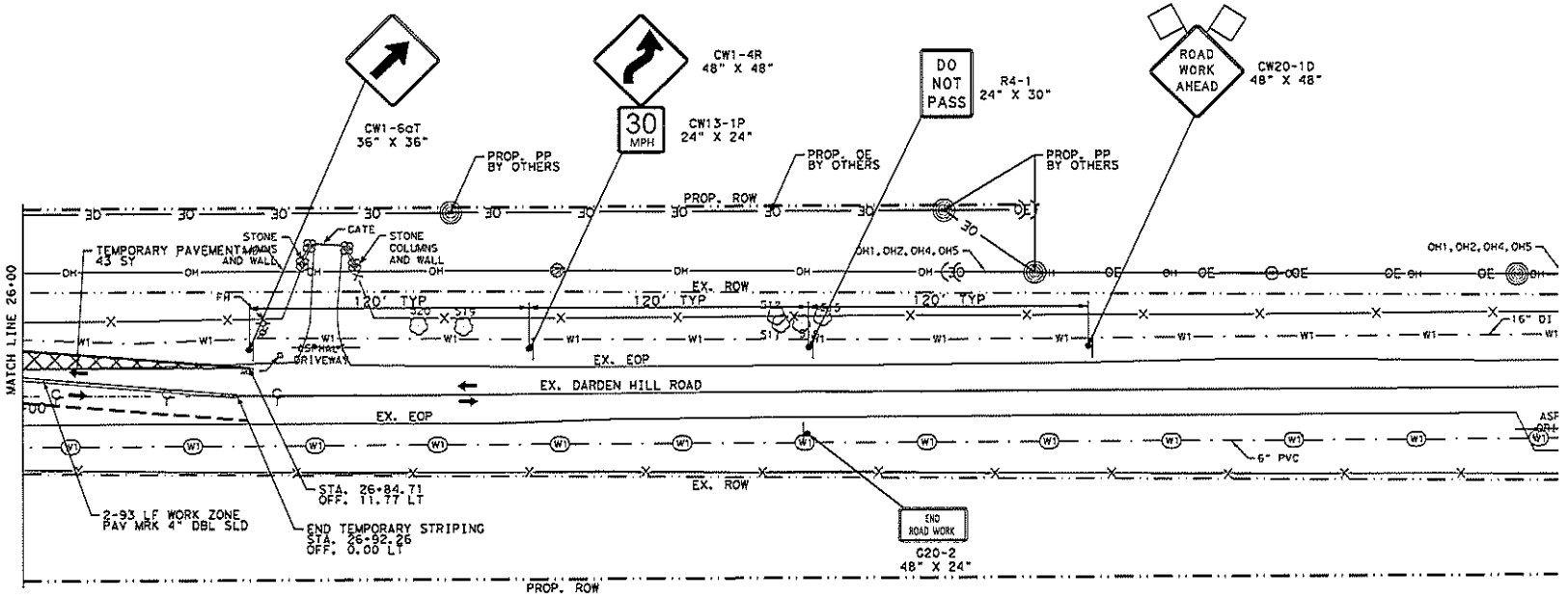
HAYS COUNTY DEPARTMENT OF ENGINEERING
211 Y ARMANDO RD
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PHONE: 512-393-7307
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Firm Registration Number: 3937

PROJECT:	025-013
HORIZ. SCALE:	1" = 50'
VERT. SCALE:	NA
FILE:	025-013-TCP-PH4-04.dgn

SHEET NO. 32 OF 143

DATE: 4/8/2022 8:36:43 AM
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(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

- EXIST. ROW
- EXIST. ROAD CL
- EXIST. EOP
- EXIST. EASEMENT
- ROW BOUNDARIES
- EOP
- EASEMENT
- ROADWAY CL
- CHANNELIZING DEVICES
- CONSTRUCTION STAGING AREA
- TEMP. PAVEMENT
- WORK ZONE
- PAVEMENT INSTALLED IN PREVIOUS PHASE
- TEMP. TRAFFIC DIRECTION

SHEET TOTALS	
TEMPORARY 4" DOUBLE SOLID YELLOW	186 LF
TEMPORARY PAVEMENT	43 SY

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)
TRAFFIC CONTROL PLAN
PHASE 4

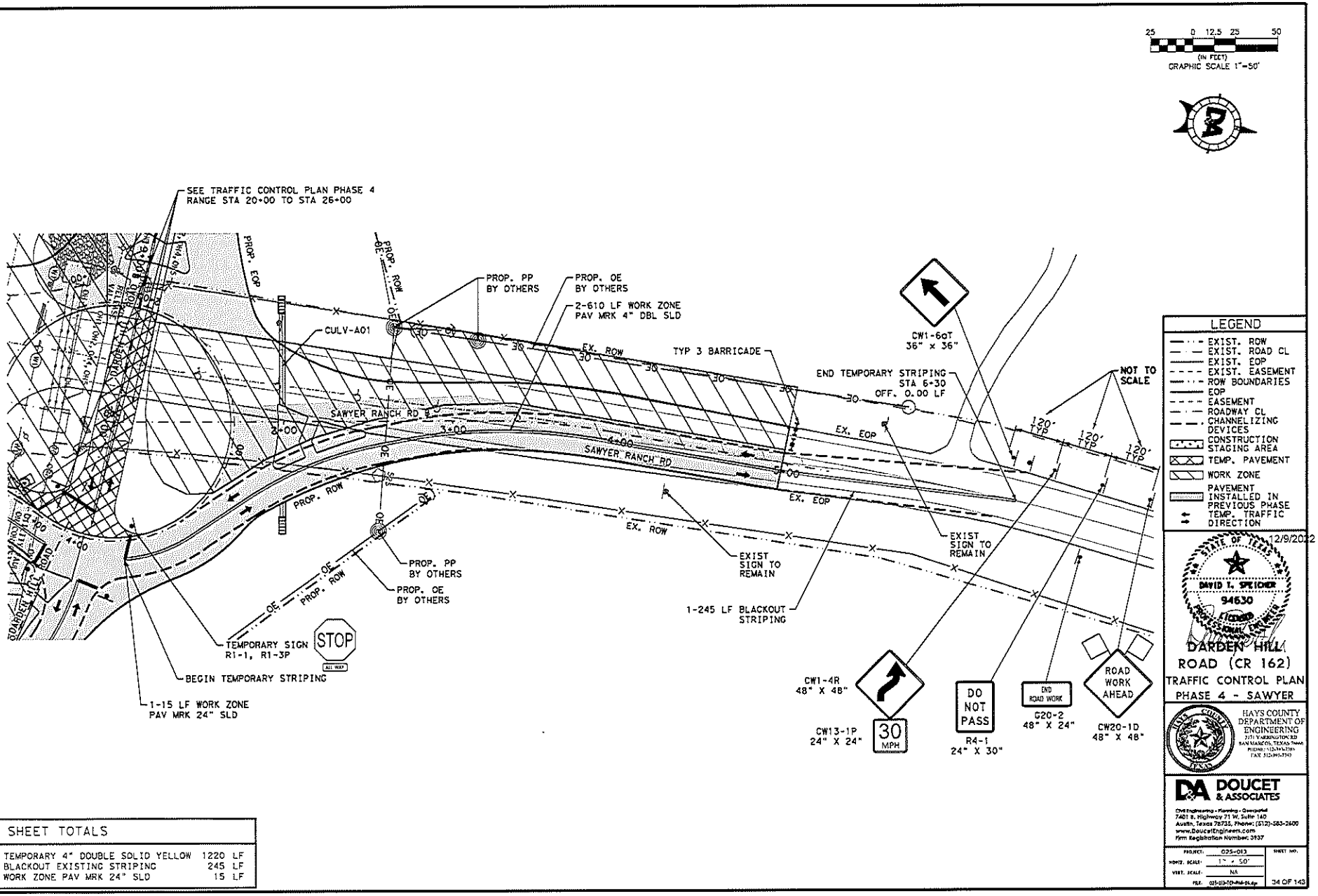
HAYS COUNTY DEPARTMENT OF ENGINEERING
211 WARRINGTON RD
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Firm Registration Number: 3937

PROJECT:	025-013
HORIZ. SCALE:	1" = 50'
VERT. SCALE:	NA
FILE:	025-013-TCP-PH4-05.dgn

SHEET NO.
33 OF 143

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LEGEND

- EXIST. ROW
- EXIST. ROAD CL
- EXIST. EOP
- EXIST. EASEMENT
- ROW BOUNDARIES
- EOP
- EASEMENT
- ROADWAY CL
- CHANNELIZING DEVICES
- CONSTRUCTION STAGING AREA
- TEMP. PAVEMENT
- WORK ZONE
- PAVEMENT INSTALLED IN PREVIOUS PHASE
- TEMP. TRAFFIC DIRECTION

SHEET TOTALS	
TEMPORARY 4" DOUBLE SOLID YELLOW	1220 LF
BLACKOUT EXISTING STRIPING	245 LF
WORK ZONE PAV MRK 24" SLD	15 LF

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
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PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

TRAFFIC CONTROL PLAN PHASE 4 - SAWYER

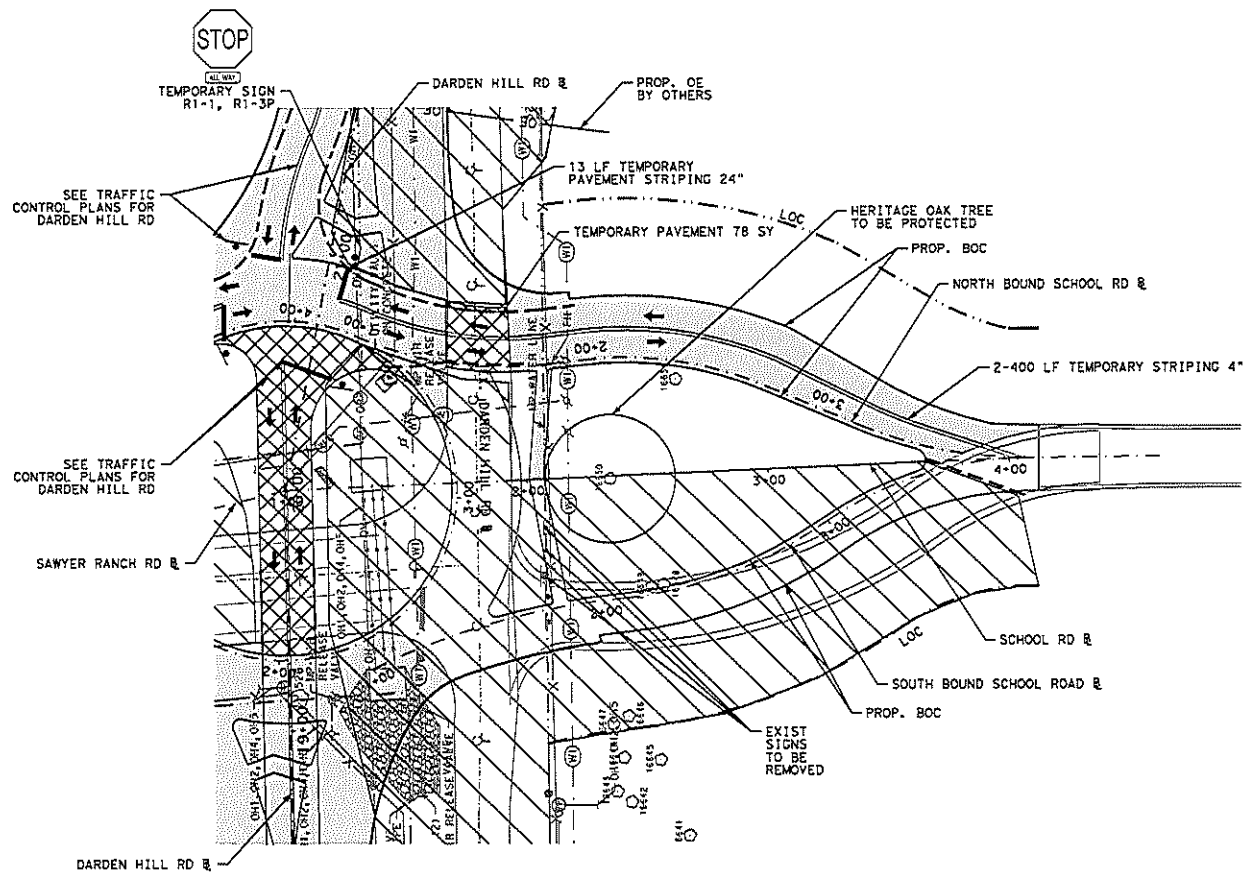
HAYS COUNTY
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21?1 YARRINGTON RD
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www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT:	025-013
HORIZ. SCALE:	1" = 50'
VERT. SCALE:	NA
FILE:	025-013-T0-PH4-04.dgn

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34 OF 143

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25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

- EXIST. ROW
- EXIST. ROAD CL
- EXIST. EOP
- EXIST. EASEMENT
- ROW BOUNDARIES
- EOP
- EASEMENT
- ROADWAY CL
- CHANNELIZING DEVICES
- CONSTRUCTION STAGING AREA
- TEMP. PAVEMENT
- WORK ZONE
- PAVEMENT INSTALLED IN PREVIOUS PHASE
- TEMP. TRAFFIC DIRECTION

SHEET TOTALS	
TEMPORARY 4" DOUBLE SOLID	800 LF
WORK ZONE PAV MRK 24" SLD	13 LF
TEMPORARY PAVEMENT	78 SY

12/9/2022

STATE OF TEXAS
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DARDEN HILL ROAD (CR 162)
TRAFFIC CONTROL PLAN PHASE 4 SCHOOL RD

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Firm Registration Number: 3937

PROJECT:	025-013	SHEET NO.
HORIZ. SCALE:	1" = 50'	
VERT. SCALE:	NA	
FILE:	025-013-TCP-PH4-07.dgn	35 OF 143

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BARRICADE AND CONSTRUCTION (BC) STANDARD SHEETS GENERAL NOTES:

1. The Barricade and Construction Standard Sheets (BC sheets) are intended to show typical examples for placement of temporary traffic control devices, construction pavement markings, and typical work zone signs. The information contained in these sheets meet or exceed the requirements shown in the "Texas Manual on Uniform Traffic Control Devices" (TMUTCD).
2. The development and design of the Traffic Control Plan (TCP) is the responsibility of the Engineer.
3. The Contractor may propose changes to the TCP that are signed and sealed by a licensed professional engineer for approval. The Engineer may develop, sign and seal Contractor proposed changes.
4. The Contractor is responsible for installing and maintaining the traffic control devices as shown in the plans. The Contractor may not move or change the approximate location of any device without the approval of the Engineer.
5. Geometric design of lane shifts and detours should, when possible, meet the applicable design criteria contained in manuals such as the American Association of State Highway and Transportation Officials (AASHTO), "A Policy on Geometric Design of Highways and Streets," the TxDOT "Roadway Design Manual" or engineering judgment.
6. When projects abut, the Engineer(s) may omit the END ROAD WORK, TRAFFIC FINES DOUBLE, and other advance warning signs if the signing would be redundant and the work areas appear continuous to the motorists. If the adjacent project is completed first, the Contractor shall erect the necessary warning signs as shown on these sheets, the TCP sheets or as directed by the Engineer. The BEGIN ROAD WORK NEXT X MILES sign shall be revised to show appropriate work zone distance.
7. The Engineer may require duplicate warning signs on the median side of divided highways where median width will permit and traffic volumes justify the signing.
8. All signs shall be constructed in accordance with the details found in the "Standard Highway Sign Designs for Texas," latest edition. Sign details not shown in this manual shall be shown in the plans or the Engineer shall provide a detail to the Contractor before the sign is manufactured.
9. The temporary traffic control devices shown in the illustrations of the BC sheets are examples. As necessary, the Engineer will determine the most appropriate traffic control devices to be used.
10. Where highway construction or maintenance work is being undertaken, other than mobile operations as defined by the Texas Manual on Uniform Traffic Control Devices, CSJ limit signs are required. CSJ limit signs are shown on BC(2). The OBEY WARNING SIGNS STATE LAW sign, STAY ALERT TALK OR TEXT LATER and the WORK ZONE TRAFFIC FINES DOUBLE sign with plaque shall be erected in advance of the CSJ limits. The BEGIN ROAD WORK NEXT X MILES, CONTRACTOR and END ROAD WORK signs shall be erected at or near the CSJ limits. For mobile operations, CSJ limit signs are not required.
11. Traffic control devices should be in place only while work is actually in progress or a definite need exists.
12. The Engineer has the final decision on the location of all traffic control devices.
13. Inactive equipment and work vehicles, including workers' private vehicles must be parked away from travel lanes. They should be as close to the right-of-way line as possible, or located behind a barrier or guardrail, or as approved by the Engineer.

WORKER SAFETY NOTES:

1. Workers on foot who are exposed to traffic or to construction equipment within the right-of-way shall wear high-visibility safety apparel meeting the requirements of ISEA "American National Standard for High-Visibility Apparel," or equivalent revisions, and labeled as ANSI 107-2004 standard performance for Class 2 or 3 risk exposure. Class 3 garments should be considered for high traffic volume work areas or night time work.
2. Except in emergency situations, flagger stations shall be illuminated when flagging is used at night.

COMPLIANT WORKZONE TRAFFIC CONTROL DEVICES

1. Only pre-qualified products shall be used. The "Compliant Work Zone Traffic Control Devices List" (CWZTCD) describes pre-qualified products and their sources.
2. Work zone traffic control devices shall be compliant with the Manual for Assessing Safety Hardware (MASH).

THE DOCUMENTS BELOW CAN BE FOUND ON-LINE AT http://www.txdot.gov
COMPLIANT WORK ZONE TRAFFIC CONTROL DEVICES LIST (CWZTCD)
DEPARTMENTAL MATERIAL SPECIFICATIONS (DMS)
MATERIAL PRODUCER LIST (MPL)
ROADWAY DESIGN MANUAL - SEE "MANUALS (ONLINE MANUALS)"
STANDARD HIGHWAY SIGN DESIGNS FOR TEXAS (SHSD)
TEXAS MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (TMUTCD)
TRAFFIC ENGINEERING STANDARD SHEETS

SHEET 1 OF 12

Texas Department of Transportation — Traffic Safety Division Standard

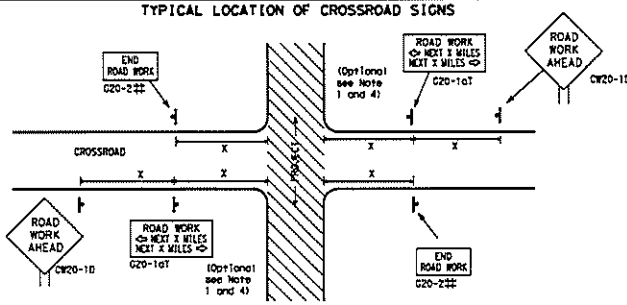
BARRICADE AND CONSTRUCTION GENERAL NOTES AND REQUIREMENTS

BC(1)-21

FILE: bc-21.dgn	DN: TxDOT	CK: TxDOT	DW: TxDOT	CK: TxDOT
©TxDOT November 2002	CONT	SECT	JOB	HIGHWAY
REVISIONS 4-03 7-13 / 9-07 8-14 / 5-10 5-21	DIST	COUNTY		SHEET NO. 35 OF 140

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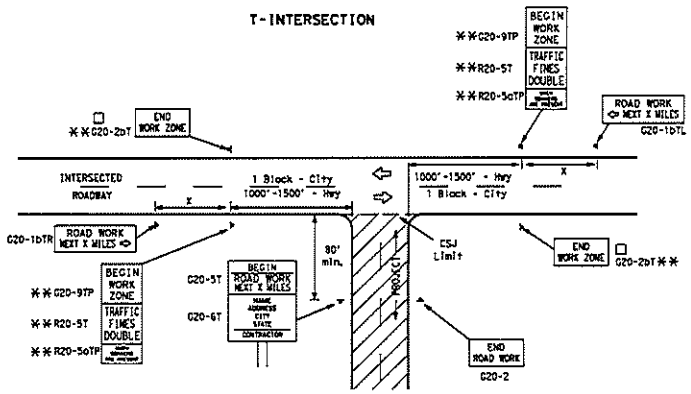
TYPICAL LOCATION OF CROSSROAD SIGNS



‡‡ May be mounted on back of "ROAD WORK AHEAD" (CW20-1D) sign with approval of Engineer. (See note 2 below)

1. The typical minimum signing on a crossroad approach should be a "ROAD WORK AHEAD" (CW20-1D) sign and a (G20-2) "END ROAD WORK" sign, unless noted otherwise in plans.
2. The Engineer may use the reduced size 36" x 36" ROAD WORK AHEAD (CW20-1D) sign mounted back to back with the reduced size 36" x 18" "END ROAD WORK" (G20-2) sign on low volume crossroads (see Note 4 under "Typical Construction Warning Sign Size and Spacing"). See the "Standard Highway Sign Designs for Texas" manual for sign details. The Engineer may omit the advance warning signs on low volume crossroads. The Engineer will determine whether a road is low volume as per TMUTCD Part 5. This information shall be shown in the plans.
3. Based on existing field conditions, the Engineer/Inspector may require additional signs such as FLAGGER AHEAD, LOOSE GRAVEL, or other appropriate signs. When additional signs are required, these signs will be considered part of the minimum requirements. The Engineer/Inspector will determine the proper location and spacing of any sign not shown on the BC sheets, Traffic Control Plan sheets or the Work Zone Standard Sheets.
4. The "ROAD WORK NEXT X MILES" (G20-1aT) sign shall be required at high volume crossroads to advise motorists of the length of construction in either direction from the intersection. The Engineer will determine whether a roadway is considered high volume.
5. Additional traffic control devices may be shown elsewhere in the plans for higher volume crossroads.
6. When work occurs in the intersection area, appropriate traffic control devices, as shown elsewhere in the plans or as determined by the Engineer/Inspector, shall be in place.

T-INTERSECTION



CSJ LIMITS AT T-INTERSECTION

1. The Engineer will determine the types and location of any additional traffic control devices, such as a flagger and accompanying signs, or other signs, that should be used when work is being performed at or near an intersection.
2. If construction closes the road at a T-intersection, the Contractor shall place the "CONTRACTOR NAME" (G20-6T) sign behind the Type 3 Barricades for the road closure (see BC(10) also). The "ROAD WORK NEXT X MILES" left arrow (G20-1bTL) and "ROAD WORK NEXT X MILES" right arrow (G20-1bTR)" signs shall be replaced by the detour signing called for in the plans.

TYPICAL CONSTRUCTION WARNING SIGN SIZE AND SPACING[1,5,6]

SIZE

Sign Number or Series	Conventional Road	Expressway/ Freeway
CW20[4] CW21 CW22 CW23 CW25	48" x 48"	48" x 48"
CW1, CW2, CW7, CW8, CW9, CW11, CW14	36" x 36"	48" x 48"
CW3, CW4, CW5, CW6, CW8-3, CW10, CW12	48" x 48"	48" x 48"

SPACING

Posted Speed	Sign △ Spacing "X"
MPH	Feet (Apprx.)
30	120
35	160
40	240
45	320
50	400
55	500[2]
60	600[2]
65	700[2]
70	800[2]
75	900[2]
80	1000[2]
*	*[3]

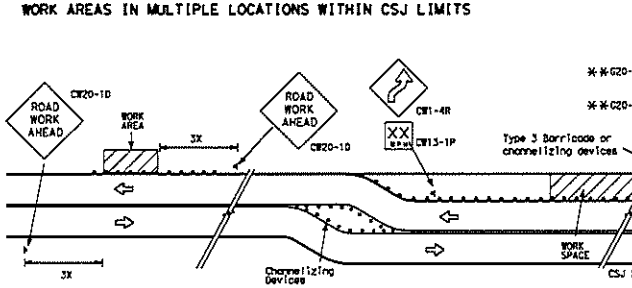
* For typical sign spacings on divided highways, expressways and freeways, see Part 6 of the "Texas Manual on Uniform Traffic Control Devices" (TMUTCD) typical application diagrams or TCP Standard Sheets.

△ Minimum distance from work area to first Advance Warning sign nearest the work area and/or distance between each additional sign.

GENERAL NOTES

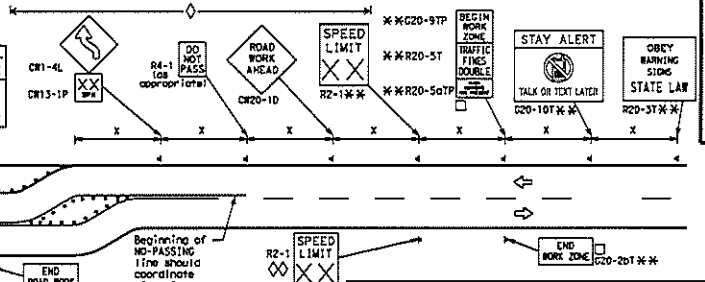
1. Special or larger size signs may be used as necessary.
2. Distance between signs should be increased as required to have 1500 feet advance warning.
3. Distance between signs should be increased as required to have 1/2 mile or more advance warning.
4. 36" x 36" "ROAD WORK AHEAD" (CW20-1D) signs may be used on low volume crossroads at the discretion of the Engineer as per TMUTCD Part 5. See Note 2 under "Typical Location of Crossroad Signs".
5. Only diamond shaped warning sign sizes are indicated.
6. See sign size listing in "TMUTCD", Sign Appendix or the "Standard Highway Sign Designs for Texas" manual for complete list of available sign design sizes.

WORK AREAS IN MULTIPLE LOCATIONS WITHIN CSJ LIMITS

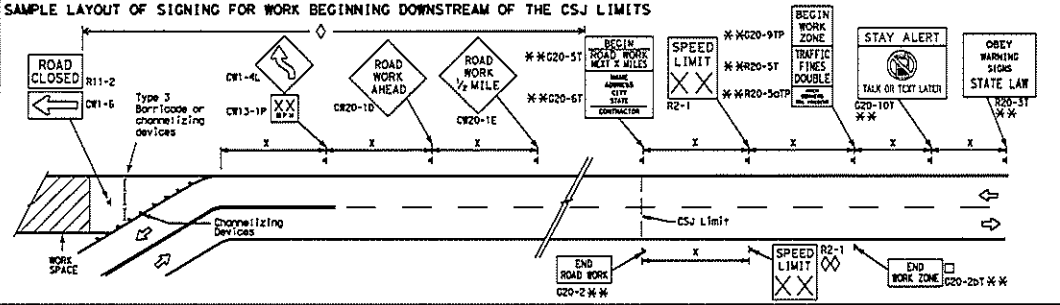


When extended distances occur between minimal work spaces, the Engineer/Inspector should ensure additional "ROAD WORK AHEAD" (CW20-1D) signs are placed in advance of these work areas to remind drivers they are still within the project limits. See the applicable TCP sheets for exact location and spacing of signs and channelizing devices.

SAMPLE LAYOUT OF SIGNING FOR WORK BEGINNING AT THE CSJ LIMITS



SAMPLE LAYOUT OF SIGNING FOR WORK BEGINNING DOWNSTREAM OF THE CSJ LIMITS



NOTES

The Contractor shall determine the appropriate distance to be placed on the G20-1 series signs and "BEGIN ROAD WORK NEXT X MILES" (G20-5T) sign for each specific project. This distance shall replace the "X" and shall be rounded to the nearest whole mile with the approval of the Engineer. No decimals shall be used.

□ The "BEGIN WORK ZONE" (G20-9TP) and "END WORK ZONE" (G20-2bT) shall be used as shown on the sample layout when advance signs are required outside the CSJ Limits. They inform the motorist of entering or leaving a part of the work zone lying outside the CSJ Limits where traffic fines may double if workers are present.

** CSJ limit signing is required for highway construction and maintenance work, with the exception of mobile operations.

◊ Area for placement of "ROAD WORK AHEAD" (CW20-1D) sign and other signs or devices as called for on the Traffic Control Plan.

◊◊ Contractor will install a regulatory speed limit sign at the end of the work zone.

LEGEND

⟼	Type 3 Barricade
○○○	Channelizing Devices
	Sign
X	See Typical Construction Warning Sign Size and Spacing chart or the TMUTCD for sign spacing requirements.

SHEET 2 OF 12

Texas Department of Transportation — Traffic Safety Division Standard

BARRICADE AND CONSTRUCTION PROJECT LIMIT

BC(2)-21

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REVISIONS				
9-07 8-14	DIST	COUNTY		SHEET NO.
7-13 5-21				37 OF 143

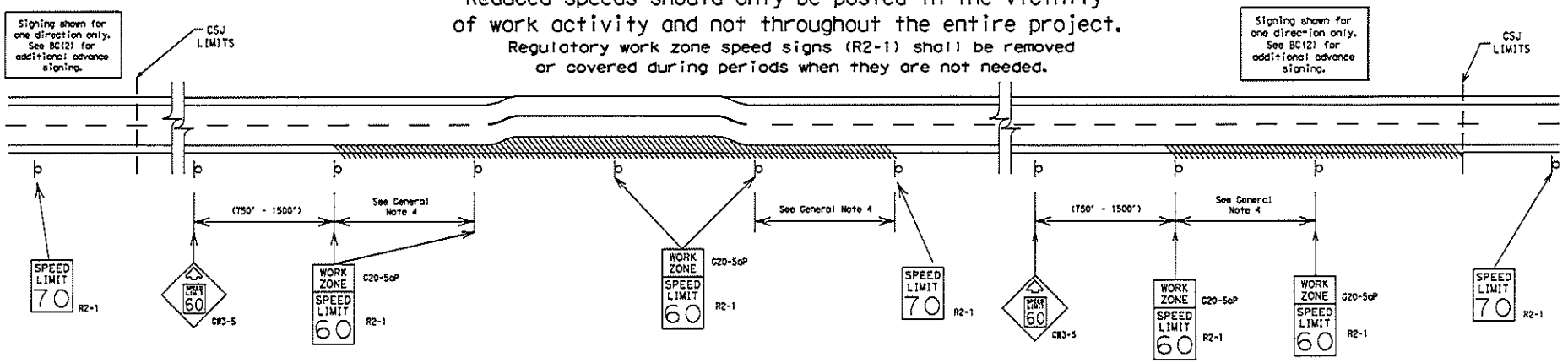
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TYPICAL APPLICATION OF WORK ZONE SPEED LIMIT SIGNS

Work zone speed limits shall be regulatory, established in accordance with the "Procedures for Establishing Speed Zones," and approved by the Texas Transportation Commission, or by City Ordinance when within Incorporated City Limits.

Reduced speeds should only be posted in the vicinity of work activity and not throughout the entire project.

Regulatory work zone speed signs (R2-1) shall be removed or covered during periods when they are not needed.



GUIDANCE FOR USE:

LONG/INTERMEDIATE TERM WORK ZONE SPEED LIMITS

This type of work zone speed limit should be included on the design of the traffic control plans when restricted geometrics with a lower design speed are present in the work zone and modification of the geometrics to a higher design speed is not feasible.

Long/Intermediate Term Work Zone Speed Limit signs, when approved as described above, should be posted and visible to the motorist when work activity is present. Work activity may also be defined as a change in the roadway that requires a reduced speed for motorists to safely negotiate the work area, including:

a) rough road or damaged pavement surface
b) substantial alteration of roadway geometrics (diversions)
c) construction detours
d) grade
e) width
f) other conditions readily apparent to the driver

As long as any of these conditions exist, the work zone speed limit signs should remain in place.

SHORT TERM WORK ZONE SPEED LIMITS

This type of work zone speed limit may be included on the design of the traffic control plans when workers or equipment are not behind concrete barrier, when work activity is within 10 feet of the traveled way or actually in the traveled way.

Short Term Work Zone Speed Limit signs should be posted and visible to the motorists only when work activity is present. When work activity is not present, signs shall be removed or covered.
(See Removing or Covering on BC(4)).

GENERAL NOTES

1. Regulatory work zone speed limits should be used only for sections of construction projects where speed control is of major importance.
2. Regulatory work zone speed limit signs shall be placed on supports at a 7 foot minimum mounting height.
3. Speed zone signs are illustrated for one direction of travel and are normally posted for each direction of travel.
4. Frequency of work zone speed limit signs should be:
   40 mph and greater 0.2 to 2 miles
   35 mph and less 0.2 to 1 mile
5. Regulatory speed limit signs shall have black legend and border on a white reflective background (See "Reflective Sheeting" on BC(4)).
6. Fabrication, erection and maintenance of the "ADVANCE SPEED LIMIT" (CW3-5) sign, "WORK ZONE" (G20-5aP) plaque and the "SPEED LIMIT" (R2-1) signs shall not be paid for directly, but shall be considered subsidiary to Item 502.
7. Turning signs from view, laying signs over or down will not be allowed, unless as otherwise noted under "REMOVING OR COVERING" on BC(4).
8. Techniques that may help reduce traffic speeds include but are not limited to:
   A. Low enforcement.
   B. Flagger stationed next to sign.
   C. Portable changeable message sign (PCMS).
   D. Low-power (drone) radar transmitter.
   E. Speed monitor trailers or signs.
9. Speeds shown on details above are for illustration only. Work Zone Speed Limits should only be posted as approved for each project.
10. For more specific guidance concerning the type of work, work zone conditions and factors impacting allowable regulatory construction speed zone reduction see TxDOT form #1204 in the TxDOT e-form system.

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Texas Department of Transportation | Traffic Safety Division Standard

BARRICADE AND CONSTRUCTION WORK ZONE SPEED LIMIT

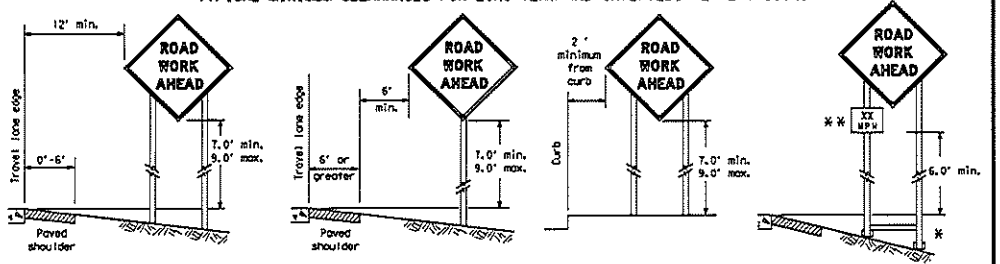
BC(3)-21

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REVISIONS 9-07 8-14 7-13 5-21	DIST	COUNTY		SHEET NO. 35 OF 143

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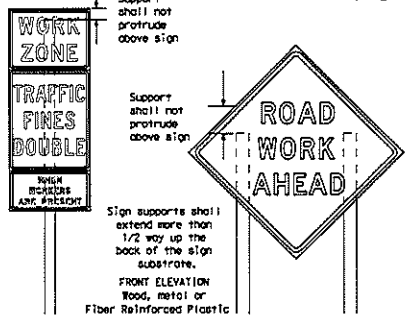
TYPICAL MINIMUM CLEARANCES FOR LONG TERM AND INTERMEDIATE TERM SIGNS



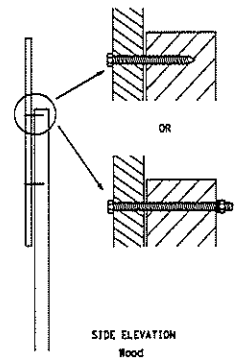
* When placing skid supports on unlevel ground, the leg post lengths must be adjusted so the sign appears straight and plumb. Objects shall NOT be placed under skids as a means of leveling.

** When plaques are placed on dual-leg supports, they should be attached to the upright nearest the travel lane. Supplemental plaques (advisory or distance) should not cover the surface of the parent sign.

ATTACHMENT FOR SIGN SUPPORTS



Splicing embedded perforated square metal tubing in order to extend post height will only be allowed when the splice is made using four bolts, two above and two below the splice point. Splice must be located entirely behind the sign substrate, not near the base of the support. Splice insert lengths should be at least 5 times nominal post size, centered on the splice and of at least the same gauge material.

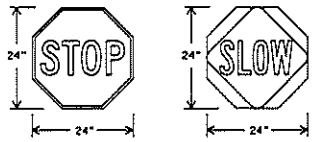


Attachment to wooden supports will be by bolts and nuts or screws. Use TxDOT's or manufacturer's recommended procedures for attaching sign substrates to other types of sign supports

Nails shall NOT be allowed. Each sign shall be attached directly to the sign support. Multiple signs shall not be joined or spliced by any means. Wood supports shall not be extended or repaired by splicing or other means.

STOP/SLOW PADDLES

1. STOP/SLOW paddles are the primary method to control traffic by flaggers. The STOP/SLOW paddle size should be 24" x 24".
2. STOP/SLOW paddles shall be retroreflectorized when used at night.
3. STOP/SLOW paddles may be attached to a staff with a minimum length of 6' to the bottom of the sign.
4. Any lights incorporated into the STOP or SLOW paddle faces shall only be as specifically described in Section 6E.03 Hand Signaling Devices in the TMUTCD.



SHEETING REQUIREMENTS (WHEN USED AT NIGHT)		
USAGE	COLOR	SIGN FACE MATERIAL
BACKGROUND	RED	TYPE B OR C SHEETING
BACKGROUND	ORANGE	TYPE B_{FL} OR C_{FL} SHEETING
LEGEND & BORDER	WHITE	TYPE B OR C SHEETING
LEGEND & BORDER	BLACK	ACRYLIC NON-REFLECTIVE FILM

CONTRACTOR REQUIREMENTS FOR MAINTAINING PERMANENT SIGNS WITHIN THE PROJECT LIMITS

1. Permanent signs are used to give notice of traffic laws or regulations, call attention to conditions that are potentially hazardous to traffic operations, show route designations, destinations, directions, distances, services, points of interest, and other geographical, recreational, specific service (LOGO), or cultural information. Drivers proceeding through a work zone need the same, if not better route guidance as normally installed on a roadway without construction.
2. When permanent regulatory or warning signs conflict with work zone conditions, remove or cover the permanent signs until the permanent sign message matches the roadway condition. For details for covering large guide signs see the TS-CD standard.
3. When existing permanent signs are moved and relocated due to construction purposes, they shall be visible to motorists at all times.
4. If existing signs are to be relocated on their original supports, they shall be installed on crashworthy bases as shown on the SMD Standard sheets. The signs shall meet the required mounting heights shown on the BC Sheets or the SMD Standards. This work should be paid for under the appropriate pay item for relocating existing signs.
5. If permanent signs are to be removed and relocated using temporary supports, the Contractor shall use crashworthy supports as shown on the BC standard sheets, TLRS standard sheets or the CWZTCD list. The signs shall meet the required mounting heights shown on the BC, or the SMD standard sheets during construction. This work should be paid for under the appropriate pay item for relocating existing signs.
6. Any sign or traffic control device that is struck or damaged by the Contractor or his/her construction equipment shall be replaced as soon as possible by the Contractor to ensure proper guidance for the motorists. This will be subsidiary to Item 502.

GENERAL NOTES FOR WORK ZONE SIGNS

1. Contractor shall install and maintain signs in a straight and plumb condition and/or as directed by the Engineer.
2. Wooden sign posts shall be painted white.
3. Barricades shall NOT be used as sign supports.
4. All signs shall be installed in accordance with the plans or as directed by the Engineer. Signs shall be used to regulate, warn, and guide the traveling public safely through the work zone.
5. The Contractor may furnish either the sign design shown in the plans or in the "Standard Highway Sign Designs for Texas" (SHSD). The Engineer/Inspector may require the Contractor to furnish other work zone signs that are shown in the TMUTCD but may have been omitted from the plans. Any variation in the plans shall be documented by written agreement between the Engineer and the Contractor's Responsible Person. All changes must be documented in writing before being implemented. This can include documenting the changes in the Inspector's TxDOT diary and having both the Inspector and Contractor initial and date the agreed upon changes.
6. The Contractor shall furnish sign supports listed in the "Compliant Work Zone Traffic Control Device List" (CWZTCD) for small roadside signs. Supports for temporary large roadside signs shall meet the requirements detailed on the Temporary Large Roadside Signs (TLRS) standard sheets. The Contractor shall install the sign support in accordance with the manufacturer's recommendations. If there is a question regarding installation procedures, the Contractor shall furnish the Engineer a copy of the manufacturer's installation recommendations so the Engineer can verify the correct procedures are being followed.
7. The Contractor is responsible for installing signs on approved supports and replacing signs with damaged or cracked substrates and/or damaged or marred reflective sheeting as directed by the Engineer/Inspector.
8. Identification markings may be shown only on the back of the sign substrate. The maximum height of letters and/or company logos used for identification shall be 1 inch.
9. The Contractor shall replace damaged wood posts. New or damaged wood sign posts shall not be spliced.

DURATION OF WORK (as defined by the "Texas Manual on Uniform Traffic Control Devices" Part 6)

1. The types of sign supports, sign mounting height, the size of signs, and the type of sign substrates can vary based on the type of work being performed. The Engineer is responsible for selecting the appropriate size sign for the type of work being performed. The Contractor is responsible for ensuring the sign support, sign mounting height and substrate meets manufacturer's recommendations in regard to crashworthiness and duration of work requirements.
   a. Long-term stationary - work that occupies a location more than 3 days.
   b. Intermediate-term stationary - work that occupies a location more than one daylight period up to 3 days, or nighttime work lasting more than one hour.
   c. Short-term stationary - daytime work that occupies a location for more than 1 hour in a single daylight period.
   d. Short, duration - work that occupies a location up to 1 hour.
   e. Mobile - work that moves continuously or intermittently (stopping for up to approximately 15 minutes.)

SIGN MOUNTING HEIGHT

1. The bottom of Long-term/Intermediate-term signs shall be at least 7 feet, but not more than 9 feet, above the paved surface, except as shown for supplemental plaques mounted below other signs.
2. The bottom of Short-term/Short Duration signs shall be a minimum of 1 foot above the pavement surface but no more than 2 feet above the ground.
3. Long-term/Intermediate-term signs may be used in lieu of Short-term/Short Duration signing.
4. Short-term/Short Duration signs shall be used only during daylight and shall be removed at the end of the workday or raised to appropriate Long-term/Intermediate sign height.
5. Regulatory signs shall be mounted at least 7 feet, but not more than 9 feet, above the paved surface regardless of work duration.

SIZE OF SIGNS

1. The Contractor shall furnish the sign sizes shown on BC (2) unless otherwise shown in the plans or as directed by the Engineer.

SIGN SUBSTRATES

1. The Contractor shall ensure the sign substrate is installed in accordance with the manufacturer's recommendations for the type of sign support that is being used. The CWZTCD lists each substrate that can be used on the different types and models of sign supports.
2. "Mesh" type materials are NOT an approved sign substrate, regardless of the tightness of the weave.
3. All wooden individual sign panels fabricated from 2 or more pieces shall have one or more plywood cleat, 1/2" thick by 6" wide, fastened to the back of the sign and extending fully across the sign. The cleat shall be attached to the back of the sign using wood screws that do not penetrate the face of the sign panel. The screws shall be placed on both sides of the splice and spaced at 6" centers. The Engineer may approve other methods of splicing the sign face.

REFLECTIVE SHEETING

1. All signs shall be retroreflective and constructed of sheeting meeting the color and retro-reflectivity requirements of DMS-8300 for rigid signs or DMS-8310 for roll-up signs. The web address for DMS specifications is shown on BC(1).
2. White sheeting, meeting the requirements of DMS-8300 Type A, shall be used for signs with a white background.
3. Orange sheeting, meeting the requirements of DMS-8300 Type B_{FL} or Type C_{FL}, shall be used for rigid signs with orange backgrounds.

SIGN LETTERS

1. All sign letters and numbers shall be clear, and open rounded type uppercase alphabet letters as approved by the Federal Highway Administration (FHWA) and as published in the "Standard Highway Sign Design for Texas" manual. Signs, letters and numbers shall be of first class workmanship in accordance with Department Standards and Specifications.

REMOVING OR COVERING

1. When sign messages may be confusing or do not apply, the signs shall be removed or completely covered.
2. Long-term stationary or intermediate stationary signs installed on square metal tubing may be turned away from traffic 90 degrees when the sign message is not applicable. This technique may not be used for signs installed in the median of divided highways or near any intersections where the sign may be seen from approaching traffic.
3. Signs installed on wooden skids shall not be turned at 90 degree angles to the roadway. These signs should be removed or completely covered when not required.
4. When signs are covered, the material used shall be opaque, such as heavy mil black plastic, or other materials which will cover the entire sign face and maintain their opaque properties under automobile headlights at night, without damaging the sign sheeting.
5. Burlap shall NOT be used to cover signs.
6. Duct tape or other adhesive material shall NOT be affixed to a sign face.
7. Signs and anchor studs shall be removed and holes backfilled upon completion of work.

SIGN SUPPORT WEIGHTS

1. Where sign supports require the use of weights to keep from turning over, the use of sandbags with dry, consolanless sand should be used.
2. The sandbags will be tied shut to keep the sand from spilling and to maintain a constant weight.
3. Rock, concrete, iron, steel or other solid objects shall not be permitted for use as sign support weights.
4. Sandbags should weigh a minimum of 35 lbs and a maximum of 50 lbs.
5. Sandbags shall be made of a durable material that tears upon vehicular impact. Rubber (such as fire inner tubes) shall NOT be used.
6. Rubber ballasts designed for channelizing devices should not be used for ballast on portable sign supports. Sign supports designed and manufactured with rubber bases may be used when shown on the CWZTCD list.
7. Sandbags shall only be placed along or laid over the base supports of the traffic control device and shall not be suspended above ground level or hung with rope, wire, chains or other fasteners. Sandbags shall be placed along the length of the skids to weigh down the sign support.
8. Sandbags shall NOT be placed under the skid and shall not be used to level sign supports placed on slopes.

FLAGS ON SIGNS

1. Flags may be used to draw attention to warning signs. When used, the flag shall be 16 inches square or larger and shall be orange or fluorescent red-orange in color. Flags shall not be allowed to cover any portion of the sign face.

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BARRICADE AND CONSTRUCTION TEMPORARY SIGN NOTES

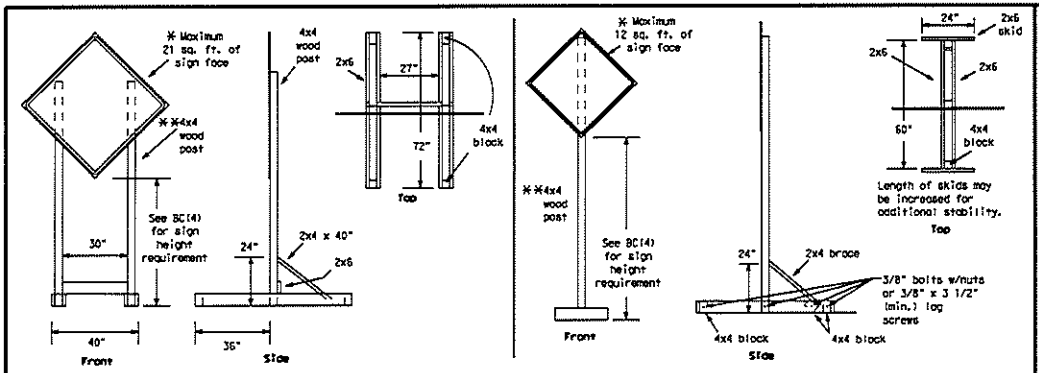
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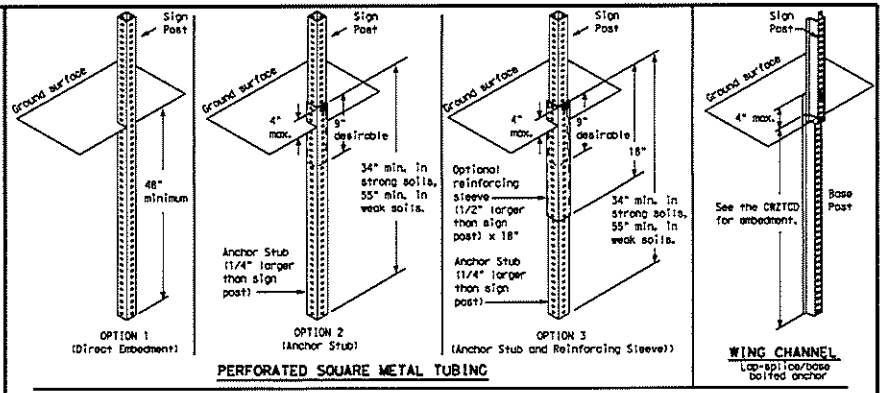
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SKID MOUNTED WOOD SIGN SUPPORTS

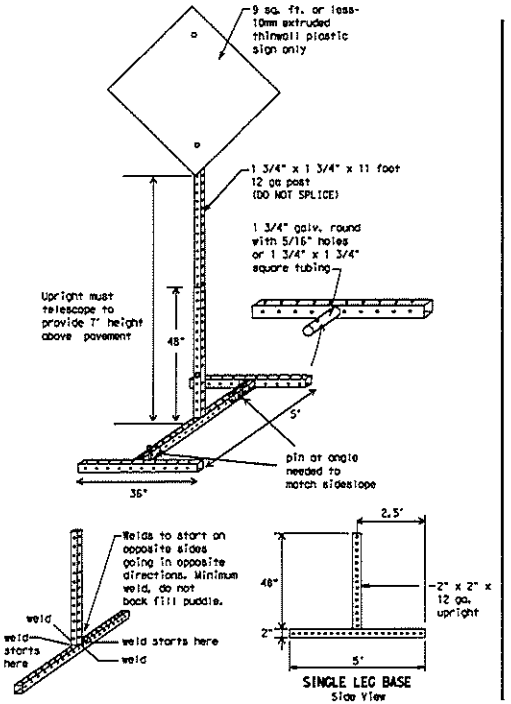
* LONG/INTERMEDIATE TERM STATIONARY - PORTABLE SKID MOUNTED SIGN SUPPORTS

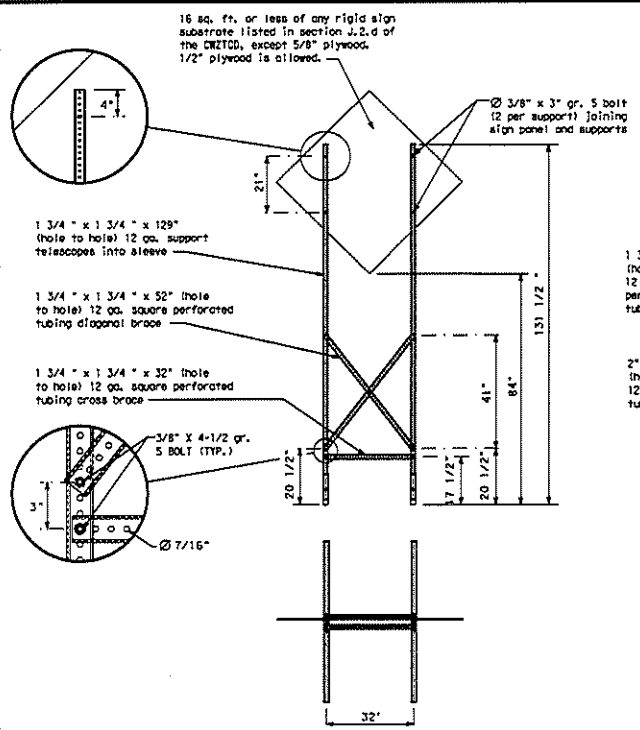


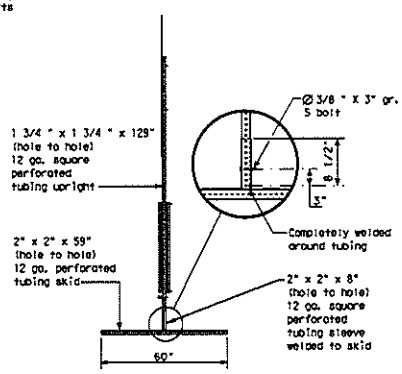
PERFORATED SQUARE METAL TUBING

GROUND MOUNTED SIGN SUPPORTS

Refer to the CWZTCD and the manufacturer's installation procedure for each type sign support.
The maximum sign square footage shall adhere to the manufacturer's recommendation.
Two post installations can be used for larger signs.







SKID MOUNTED PERFORATED SQUARE STEEL TUBING SIGN SUPPORTS

* LONG/INTERMEDIATE TERM STATIONARY - PORTABLE SKID MOUNTED SIGN SUPPORTS

WEDGE ANCHORS

Both steel and plastic Wedge Anchor Systems as shown on the SMD Standard Sheets may be used as temporary sign supports for signs up to 10 square feet of sign face. They may be set in concrete or in sturdy soils if approved by the Engineer. (See web address for "Traffic Engineering Standard Sheets" on BC(1)).

OTHER DESIGNS

MORE DETAILS OF APPROVED LONG/INTERMEDIATE AND SHORT TERM SUPPORTS CAN BE FOUND ON THE CWZTCD LIST. SEE BC(1) FOR WEBSITE LOCATION.

GENERAL NOTES

1. Nails may be used in the assembly of wooden sign supports, but 3/8" bolts with nuts or 3/8" x 3 1/2" lag screws must be used on every joint for final connection.
2. No more than 2 sign posts shall be placed within a 7 ft. circle, except for specific materials noted on the CWZTCD List.
3. When project is completed, all sign supports and foundations shall be removed from the project site. This will be considered subsidiary to Item 502.

* See BC(4) for definition of "Work Duration."

** Wood sign posts MUST be one piece. Splicing will NOT be allowed. Posts shall be painted white.

☐ See the CWZTCD for the type of sign substrate that can be used for each approved sign support.

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BARRICADE AND CONSTRUCTION TYPICAL SIGN SUPPORT

BC(5)-21

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WHEN NOT IN USE, REMOVE THE PCMS FROM THE RIGHT-OF-WAY OR PLACE THE PCMS BEHIND BARRIER OR GUARDRAIL WITH SIGN PANEL TURNED PARALLEL TO TRAFFIC

PORTABLE CHANGEABLE MESSAGE SIGNS

1. The Engineer/Inspector shall approve all messages used on portable changeable message signs (PCMS).
2. Messages on PCMS should contain no more than 8 words (about four to eight characters per word), not including simple words such as "TO," "FOR," "AT," etc.
3. Messages should consist of a single phase, or two phases that alternate. Three-phase messages are not allowed. Each phase of the message should convey a single thought, and must be understood by itself.
4. Use the word "EXIT" to refer to an exit ramp on a freeway; i.e., "EXIT CLOSED." Do not use the term "RAMP."
5. Always use the route or interstate designation (IH, US, SH, FM) along with the number when referring to a roadway.
6. When in use, the bottom of a stationary PCMS message panel should be a minimum 7 feet above the roadway, where possible.
7. The message term "WEEKEND" should be used only if the work is to start on Saturday morning and end by Sunday evening at midnight. Actual days and hours of work should be displayed on the PCMS if work is to begin on Friday evening and/or continue into Monday morning.
8. The Engineer/Inspector may select one of two options which are available for displaying a two-phase message on a PCMS. Each phase may be displayed for either four seconds each or for three seconds each.
9. Do not "flash" messages or words included in a message. The message should be steady burn or continuous while displayed.
10. Do not present redundant information on a two-phase message; i.e., keeping two lines of the message the same and changing the third line.
11. Do not use the word "Danger" in message.
12. Do not display the message "LANES SHIFT LEFT" or "LANES SHIFT RIGHT" on a PCMS. Drivers do not understand the message.
13. Do not display messages that scroll horizontally or vertically across the face of the sign.
14. The following table lists abbreviated words and two-word phrases that are acceptable for use on a PCMS. Both words in a phrase must be displayed together. Words or phrases not on this list should not be abbreviated, unless shown in the TMUTCD.
15. PCMS character height should be at least 18 inches for trailer mounted units. They should be visible from at least 1/2 (.5) mile and the text should be legible from at least 600 feet at night and 800 feet in daylight. Truck mounted units must have a character height of 10 inches and must be legible from at least 400 feet.
16. Each line of text should be centered on the message board rather than left or right justified.
17. If disabled, the PCMS should default to an illegible display that will not alarm motorists and will only be used to alert workers that the PCMS has malfunctioned. A pattern such as a series of horizontal solid bars is appropriate.

WORD OR PHRASE	ABBREVIATION
Access Road	ACCS RD
Alternate	ALT
Avenue	AVE
Best Route	BEST RTE
Boulevard	BLVD
Bridge	BRDG
Cannot	CANT
Center	CTR
Construction Ahead	CONST AHD
CROSSING	XING
Detour Route	DETOUR RTE
Do Not	DONT
East	E
Eastbound	(route) E
Emergency	EMER
Emergency Vehicle	EMER VEH
Entrance, Enter	ENT
Express Lane	EXP LN
Expressway	EXPWY
XXXX Feet	XXXX FT
Fog Ahead	FOG AHD
Freeway	FRWY, FWY
Freeway Blocked	FRY BLKD
Friday	FRI
Hazardous Driving	HAZ DRIVING
Hazardous Material	HAZMAT
High-Occupancy	HOV
Vehicle Highway	HWY
Hour(s)	HR, HRS
Information	INFO
It is	ITS
Junction	JCT
Left	LFT
Left Lane	LFT LN
Lane Closed	LN CLOSED
Lower Level	LWR LEVEL
Maintenance	MAINT

WORD OR PHRASE	ABBREVIATION
Major	MAJ
Miles	MI
Miles Per Hour	MPH
Minor	MNR
Monday	MON
Normal	NORM
North	N
Northbound	(route) N
Parking	PKING
Road	RD
Right Lane	RT LN
Saturday	SAT
Service Road	SERV RD
Shoulder	SHLDR
Slippery	SLIP
South	S
Southbound	(route) S
Speed	SPD
Street	ST
Sunday	SUN
Telephone	PHONE
Temporary	TEMP
Thursday	THURS
To Downtown	TO DWNTN
Traffic	TRAF
Travelers	TRVLRS
Tuesday	TUES
Time Minutes	TIME MIN
Upper Level	UPR LEVEL
Vehicles (s)	VEH, VEHS
Warning	WARN
Wednesday	WED
Weight Limit	WT LIMIT
West	W
Westbound	(route) W
Wet Pavement	WET PVMT
Will Not	WONT

Roadway designation = IH-number, US-number, SH-number, FM-number

RECOMMENDED PHASES AND FORMATS FOR PCMS MESSAGES DURING ROADWORK ACTIVITIES

(The Engineer may approve other messages not specifically covered here.)

Phase 1: Condition Lists

Road/Lane/Ramp Closure List

FREEWAY CLOSED X MILE	FRONTAGE ROAD CLOSED
ROAD CLOSED AT SH XXX	SHOULDER CLOSED XXX FT
ROAD CLSD AT FM XXXX	RIGHT LN CLOSED XXX FT
RIGHT X LANES CLOSED	RIGHT X LANES OPEN
CENTER LANE CLOSED	DAYTIME LANE CLOSURES
NIGHT LANE CLOSURES	I-XX SOUTH EXIT CLOSED
VARIOUS LANES CLOSED	EXIT XXX CLOSED X MILE
EXIT CLOSED	RIGHT LN TO BE CLOSED
MALL DRIVEWAY CLOSED	X LANES CLOSED TUE - FRI
XXXXXXXX BLVD CLOSED	

Other Condition List

ROADWORK XXX FT	ROAD REPAIRS XXXX FT
FLAGGER XXXX FT	LANE NARROWS XXXX FT
RIGHT LN NARROWS XXXX FT	TWO-WAY TRAFFIC XX MILE
MERGING TRAFFIC XXXX FT	CONST TRAFFIC XXX FT
LOOSE GRAVEL XXXX FT	UNEVEN LANES XXXX FT
DETOUR X MILE	ROUGH ROAD XXXX FT
ROADWORK PAST SH XXXX	ROADWORK NEXT FRI-SUN
BUMP XXXX FT	US XXX EXIT X MILES
TRAFFIC SIGNAL XXXX FT	LANES SHIFT *

* LANES SHIFT in Phase 1 must be used with STAY IN LANE in Phase 2.

Phase 2: Possible Component Lists

Action to Take/Effect on Travel List		Location List	Warning List	** Advance Notice List
MERGE RIGHT	FORM X LINES RIGHT	AT FM XXXX	SPEED LIMIT XX MPH	TUE-FRI XX AM- X PM
DETOUR NEXT X EXITS	USE XXXXX RD EXIT	BEFORE RAILROAD CROSSING	MAXIMUM SPEED XX MPH	APR XX-XX X PM-X AM
USE EXIT XXX	USE EXIT I-XX NORTH	NEXT X MILES	MINIMUM SPEED XX MPH	BEGINS MONDAY
STAY ON US XXX SOUTH	USE I-XX E TO I-XX N	PAST US XXX EXIT	ADVISORY SPEED XX MPH	BEGINS MAY XX
TRUCKS USE US XXX N	WATCH FOR TRUCKS	XXXXXXX TO XXXXXXX	RIGHT LANE EXIT	MAY X-X XX PM - XX AM
WATCH FOR TRUCKS	EXPECT DELAYS	US XXX TO FM XXXX	USE CAUTION	NEXT FRI-SUN
EXPECT DELAYS	PREPARE TO STOP		DRIVE SAFELY	XX AM TO XX PM
REDUCE SPEED XXX FT	END SHOULDER USE		DRIVE WITH CARE	NEXT TUE AUG XX
USE OTHER ROUTES	WATCH FOR WORKERS			TONIGHT XX PM- XX AM
STAY IN LANE *				

** See Application Guidelines Note 6.

APPLICATION GUIDELINES

1. Only 1 or 2 phases are to be used on a PCMS.
2. The 1st phase (or both) should be selected from the "Road/Lane/Ramp Closure List" and the "Other Condition List".
3. A 2nd phase can be selected from the "Action to Take/Effect on Travel, Location, General Warning, or Advance Notice Phase Lists".
4. A Location Phase is necessary only if a distance or location is not included in the first phase selected.
5. If two PCMS are used in sequence, they must be separated by a minimum of 1000 ft. Each PCMS shall be limited to two phases, and should be understandable by themselves.
6. For advance notice, when the current date is within seven days of the actual work date, calendar days should be replaced with days of the week. Advance notification should typically be for no more than one week prior to the work.

WORDING ALTERNATIVES

1. The words RIGHT, LEFT and ALL can be interchanged as appropriate.
2. Roadway designations IH, US, SH, FM and LP can be interchanged as appropriate.
3. EAST, WEST, NORTH and SOUTH for abbreviations E, W, N and S) can be interchanged as appropriate.
4. Highway names and numbers replaced as appropriate.
5. ROAD, HIGHWAY and FREEWAY can be interchanged as needed.
6. AHEAD may be used instead of distances if necessary.
7. FT and MI, MILE and MILES interchanged as appropriate.
8. AT, BEFORE and PAST interchanged as needed.
9. Distances or AHEAD can be eliminated from the message if a location phase is used.

PCMS SIGNS WITHIN THE R.O.W. SHALL BE BEHIND GUARDRAIL OR CONCRETE BARRIER OR SHALL HAVE A MINIMUM OF FOUR (4) PLASTIC DRUMS PLACED PERPENDICULAR TO TRAFFIC ON THE UPSTREAM SIDE OF THE PCMS, WHEN EXPOSED TO ONE DIRECTION OF TRAFFIC. WHEN EXPOSED TO TWO WAY TRAFFIC, THE FOUR DRUMS SHOULD BE PLACED WITH ONE DRUM AT EACH OF THE FOUR CORNERS OF THE UNIT.

FULL MATRIX PCMS SIGNS

1. When Full Matrix PCMS signs are used, the character height and legibility/visibility requirements shall be maintained as listed in Note 15 under "PORTABLE CHANGEABLE MESSAGE SIGNS" above.
2. When symbol signs, such as the "Flagger Symbol"(CW20-7) are represented graphically on the Full Matrix PCMS sign and, with the approval of the Engineer, it shall maintain the legibility/visibility requirement listed above.
3. When symbol signs are represented graphically on the Full Matrix PCMS, they shall only supplement the use of the static sign represented, and shall not substitute for, or replace that sign.
4. A full matrix PCMS may be used to simulate a flashing arrow board provided it meets the visibility, flash rate and dimming requirements on BC(7), for the same size arrow.

Texas Department of Transportation — Traffic Safety Division Standard

BARRICADE AND CONSTRUCTION PORTABLE CHANGEABLE MESSAGE SIGN (PCMS)

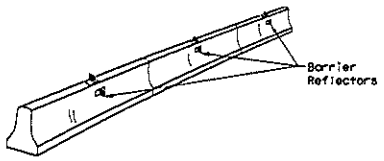
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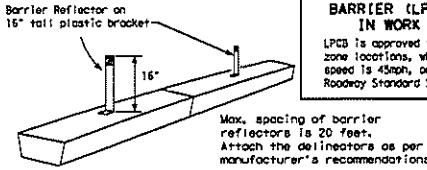
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1. Barrier Reflectors shall be pre-qualified, and conform to the color and reflectivity requirements of DMS-8600. A list of prequalified Barrier Reflectors can be found at the Material Producer List web address shown on BC(1).
2. Color of Barrier Reflectors shall be as specified in the TMUTCD. The cost of the reflectors shall be considered subsidiary to Item 512.



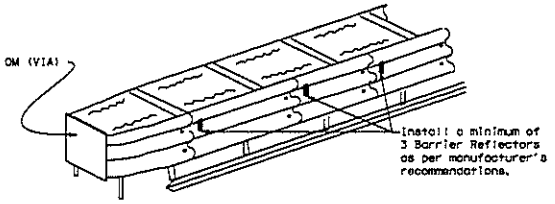
CONCRETE TRAFFIC BARRIER (CTB)

3. Where traffic is on one side of the CTB, two (2) Barrier Reflectors shall be mounted in approximately the midsection of each section of CTB. An alternate mounting location is uniformly spaced at one end of each CTB. This will allow for attachment of a barrier grapple without damaging the reflector. The Barrier Reflector mounted on the side of the CTB shall be located directly below the reflector mounted on top of the barrier, as shown in the detail above.
4. Where CTB separates two-way traffic, three barrier reflectors shall be mounted on each section of CTB. The reflector unit on top shall have two yellow reflective faces (Bi-Directional)while the reflectors on each side of the barrier shall have one yellow reflective face, as shown in the detail above.
5. When CTB separates traffic traveling in the same direction, no barrier reflectors will be required on top of the CTB.
6. Barrier Reflector units shall be yellow or white in color to match the edgeline being supplemented.
7. Maximum spacing of Barrier Reflectors is forty (40) feet.
8. Pavement markers or temporary flexible-reflective roadway marker tabs shall NOT be used as CTB delineation.
9. Attachment of Barrier Reflectors to CTB shall be per manufacturer's recommendations.
10. Missing or damaged Barrier Reflectors shall be replaced as directed by the Engineer.
11. Single slope barriers shall be delineated as shown on the above detail.



Max. spacing of barrier reflectors is 20 feet.
Attach the delineators as per manufacturer's recommendations.

LOW PROFILE CONCRETE BARRIER (LPCB)



DELINEATION OF END TREATMENTS

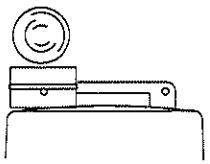
LOW PROFILE CONCRETE BARRIER (LPCB) USED IN WORK ZONES

LPCB is approved for use in work zone locations, where the posted speed is 45mph, or less. See Roadway Standard Sheet LPCB.

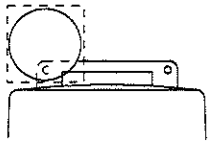
END TREATMENTS FOR CTB'S USED IN WORK ZONES

End treatments used on CTB's in work zones shall meet the appropriate crashworthy standards as defined in the Manual for Assessing Safety Hardware (MASH). Refer to the CWZTCD List for approved end treatments and manufacturers.

BARRIER REFLECTORS FOR CONCRETE TRAFFIC BARRIER AND ATTENUATORS



Type C Warning Light or approved substitute mounted on a drum adjacent to the travel way.



Warning reflector may be round or square. Must have a yellow reflective surface area of at least 30 square inches

WARNING LIGHTS

1. Warning lights shall meet the requirements of the TMUTCD.
2. Warning lights shall NOT be installed on barricades.
3. Type A-Low Intensity Flashing Warning Lights are commonly used with drums. They are intended to warn of or mark a potentially hazardous area. Their use shall be as indicated on this sheet and/or other sheets of the plans by the designation "FL". The Type A Warning Lights shall not be used with signs manufactured with Type B_{FL} or C_{FL} Sheeting meeting the requirements of Departmental Material Specification DMS-8300.
4. Type-C and Type D 360 degree Steady Burn Lights are intended to be used in a series for delineation to supplement other traffic control devices. Their use shall be as indicated on this sheet and/or other sheets of the plans by the designation "SB".
5. The Engineer/Inspector or the plans shall specify the location and type of warning lights to be installed on the traffic control devices.
6. When required by the Engineer, the Contractor shall furnish a copy of the warning lights certification. The warning light manufacturer will certify the warning lights meet the requirements of the latest ITE Purchase Specifications for Flashing and Steady-Burn Warning Lights.
7. When used to delineate curves, Type-C and Type D Steady Burn Lights should only be placed on the outside of the curve, not the inside.
8. The location of warning lights and warning reflectors on drums shall be as shown elsewhere in the plans.

WARNING LIGHTS MOUNTED ON PLASTIC DRUMS

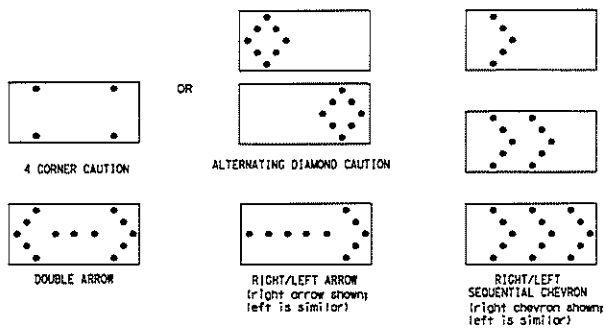
1. Type A flashing warning lights are intended to warn drivers that they are approaching or are in a potentially hazardous area.
2. Type A random flashing warning lights are not intended for delineation and shall not be used in a series.
3. A series of sequential flashing warning lights placed on channelizing devices to form a merging taper may be used for delineation. If used, the successive flashing of the sequential warning lights should occur from the beginning of the taper to the end of the merging taper in order to identify the desired vehicle path. The rate of flashing for each light shall be 65 flashes per minute, plus or minus 10 flashes.
4. Type C and D steady-burn warning lights are intended to be used in a series to delineate the edge of the travel lane on detours, on lane changes, on lane closures, and on other similar conditions.
5. Type A, Type C and Type D warning lights shall be installed at locations as detailed on other sheets in the plans.
6. Warning lights shall not be installed on a drum that has a sign, chevron or vertical panel.
7. The maximum spacing for warning lights on drums should be identical to the channelizing device spacing.

WARNING REFLECTORS MOUNTED ON PLASTIC DRUMS AS A SUBSTITUTE FOR TYPE C (STEADY BURN) WARNING LIGHTS

1. A warning reflector or approved substitute may be mounted on a plastic drum as a substitute for a Type C, steady burn warning light at the discretion of the Contractor unless otherwise noted in the plans.
2. The warning reflector shall be yellow in color and shall be manufactured using a sign substrate approved for use with plastic drums listed on the CWZTCD.
3. The warning reflector shall have a minimum retroreflective surface area (one-side) of 30 square inches.
4. Round reflectors shall be fully reflectorized, including the area where attached to the drum.
5. Square substrates must have a minimum of 30 square inches of reflectorized sheeting. They do not have to be reflectorized where it attaches to the drum.
6. The side of the warning reflector facing approaching traffic shall have sheeting meeting the color and retroreflectivity requirements for DMS 8300-Type B or Type C.
7. When used near two-way traffic, both sides of the warning reflector shall be reflectorized.
8. The warning reflector should be mounted on the side of the handle nearest approaching traffic.
9. The maximum spacing for warning reflectors should be identical to the channelizing device spacing requirements.

Arrow Boards may be located behind channelizing devices in place for a shoulder taper or merging taper, otherwise they shall be delineated with four (4) channelizing devices placed perpendicular to traffic on the upstream side of traffic.

1. The Flashing Arrow Board should be used for all lane closures on multi-lane roadways, or slow moving maintenance or construction activities on the travel lanes.
2. Flashing Arrow Boards should not be used on two-lane, two-way roadways, detours, diversions or work on shoulders unless the "CAUTION" display (see detail below) is used.
3. The Engineer/Inspector shall choose all appropriate signs, barricades and/or other traffic control devices that should be used in conjunction with the Flashing Arrow Board.
4. The Flashing Arrow Board should be able to display the following symbols:



5. The "CAUTION" display consists of four corner lamps flashing simultaneously, or the Alternating Diamond Caution mode as shown.
6. The straight line caution display is NOT ALLOWED.
7. The Flashing Arrow Board shall be capable of minimum 50 percent dimming from rated lamp voltage. The flashing rate of the lamps shall not be less than 25 nor more than 40 flashes per minute.
8. Minimum lamp "on time" shall be approximately 50 percent for the flashing arrow and equal intervals of 25 percent for each sequential phase of the flashing chevron.
9. The sequential arrow display is NOT ALLOWED.
10. The flashing arrow display is the TxDOT standard; however, the sequential chevron display may be used during daylight operations.
11. The Flashing Arrow Board shall be mounted on a vehicle, trailer or other suitable support.
12. A Flashing Arrow Board SHALL NOT BE USED to laterally shift traffic.
13. A full matrix PCMS may be used to simulate a Flashing Arrow Board provided it meets visibility, flash rate and dimming requirements on this sheet for the same size arrow.
14. Minimum mounting height of trailer mounted Arrow Boards should be 7 feet from roadway to bottom of panel.

REQUIREMENTS			
TYPE	MINIMUM SIZE	MINIMUM NUMBER OF PANEL LAMPS	MINIMUM VISIBILITY DISTANCE
B	30 x 60	13	3/4 mile
C	48 x 96	15	1 mile

ATTENTION

Flashing Arrow Boards shall be equipped with automatic dimming devices.

WHEN NOT IN USE, REMOVE THE ARROW BOARD FROM THE RIGHT-OF-WAY OR PLACE THE ARROW BOARD BEHIND CONCRETE TRAFFIC BARRIER OR GUARDRAIL.

FLASHING ARROW BOARDS

TRUCK-MOUNTED ATTENUATORS

1. Truck-mounted attenuators (TMA) used on TxDOT facilities must meet the requirements outlined in the Manual for Assessing Safety Hardware (MASH).
2. Refer to the CWZTCD for the requirements of Level 2 or Level 3 TMAs.
3. Refer to the CWZTCD for a list of approved TMAs.
4. TMAs are required on freeways unless otherwise noted in the plans.
5. A TMA should be used anytime that it can be positioned 30 to 100 feet in advance of the area of crew exposure without adversely affecting the work performance.
6. The only reason a TMA should not be required is when a work area is spread down the roadway and the work crew is on extended distance from the TMA.

Texas Department of Transportation — Traffic Safety Division Standard

BARRICADE AND CONSTRUCTION ARROW PANEL, REFLECTORS, WARNING LIGHTS & ATTENUATOR

BC(7)-21

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REVISIONS				
9-07 8-14	DIST	COUNTY		SHEET NO.
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GENERAL NOTES

1. For long term stationary work zones on freeways, drums shall be used as the primary channelizing device.
2. For intermediate term stationary work zones on freeways, drums should be used as the primary channelizing device but may be replaced in tangent sections by vertical panels, or 42" two-piece cones. In tangent sections, one-piece cones may be used with the approval of the Engineer but only if personnel are present on the project at all times to maintain the cones in proper position and location.
3. For short term stationary work zones on freeways, drums are the preferred channelizing device but may be replaced in tapers, transitions and tangent sections by vertical panels, two-piece cones or one-piece cones as approved by the Engineer.
4. Drums and all related items shall comply with the requirements of the current version of the "Texas Manual on Uniform Traffic Control Devices" (TMUTCD) and the "Compliant Work Zone Traffic Control Devices List" (CWZTCD).
5. Drums, bases, and related materials shall exhibit good workmanship and shall be free from objectionable marks or defects that would adversely affect their appearance or serviceability.
6. The Contractor shall have a maximum of 24 hours to replace any plastic drums identified for replacement by the Engineer/Inspector. The replacement device must be an approved device.

GENERAL DESIGN REQUIREMENTS

Pre-qualified plastic drums shall meet the following requirements:

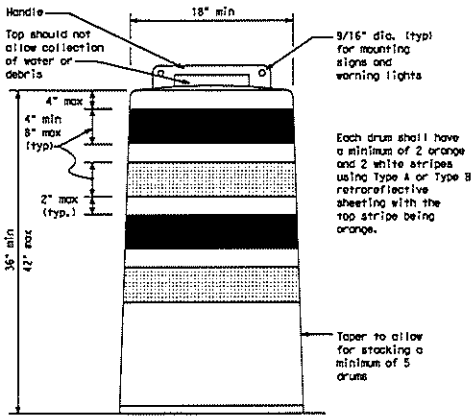
1. Plastic drums shall be a two-piece design; the "body" of the drum shall be the top portion and the "base" shall be the bottom.
2. The body and base shall lock together in such a manner that the body separates from the base when impacted by a vehicle traveling at a speed of 20 MPH or greater but prevents accidental separation due to normal handling and/or air turbulence created by passing vehicles.
3. Plastic drums shall be constructed of lightweight flexible, and deformable materials. The Contractor shall NOT use metal drums or single piece plastic drums as channelization devices or sign supports.
4. Drums shall present a profile that is a minimum of 18 inches in width at the 36 inch height when viewed from any direction. The height of drum unit (body installed on base) shall be a minimum of 36 inches and a maximum of 42 inches.
5. The top of the drum shall have a built-in handle for easy pickup and shall be designed to drain water and not collect debris. The handle shall have a minimum of two widely spaced 9/16 inch diameter holes to allow attachment of a warning light, warning reflector unit or approved compliant sign.
6. The exterior of the drum body shall have a minimum of four alternating orange and white retroreflective circumferential stripes not less than 4 inches nor greater than 8 inches in width. Any non-reflectorized space between any two adjacent stripes shall not exceed 2 inches in width.
7. Bases shall have a maximum width of 36 inches, a maximum height of 4 inches, and a minimum of two footholds of sufficient size to allow base to be held down while separating the drum body from the base.
8. Plastic drums shall be constructed of ultra-violet stabilized, orange, high-density polyethylene (HDPE) or other approved material.
9. Drum body shall have a maximum unballasted weight of 11 lbs.
10. Drum and base shall be marked with manufacturer's name and model number.

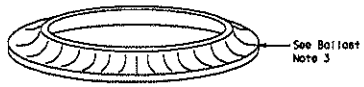
RETROREFLECTIVE SHEETING

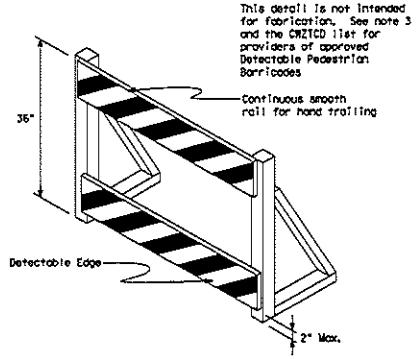
1. The stripes used on drums shall be constructed of sheeting meeting the color and retroreflectivity requirements of Departmental Materials Specification DMS-8300, "Sign Face Materials." Type A or Type B reflective sheeting shall be supplied unless otherwise specified in the plans.
2. The sheeting shall be suitable for use on and shall adhere to the drum surface such that, upon vehicular impact, the sheeting shall remain adhered in-place and exhibit no delaminating, cracking, or loss of retroreflectivity other than that loss due to abrasion of the sheeting surface.

BALLAST

1. Unballasted bases shall be large enough to hold up to 50 lbs. of sand. This base, when filled with the ballast material, should weigh between 35 lbs (minimum) and 50 lbs (maximum). The ballast may be sand in one to three sandbags separate from the base, sand in a sand-filled plastic base, or other ballasting devices as approved by the Engineer. Stacking of sandbags will be allowed, however height of sandbags above pavement surface may not exceed 12 inches.
2. Bases with built-in ballast shall weigh between 40 lbs. and 50 lbs. Built-in ballast can be constructed of an integral crumb rubber base or a solid rubber base.
3. Recycled truck tire sidewalls may be used for ballast on drums approved for this type of ballast on the CWZTCD list.
4. The ballast shall not be heavy objects, water, or any material that would become hazardous to motorists, pedestrians, or workers when the drum is struck by a vehicle.
5. When used in regions susceptible to freezing, drums shall have drainage holes in the bottoms so that water will not collect and freeze becoming a hazard when struck by a vehicle.
6. Ballast shall not be placed on top of drums.
7. Adhesives may be used to secure base of drums to pavement.





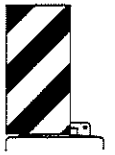


DETECTABLE PEDESTRIAN BARRICADES

1. When existing pedestrian facilities are disrupted, closed, or relocated in a TTC zone, the temporary facilities shall be detectable and include accessibility features consistent with the features present in the existing pedestrian facility. Refer to WZ(BTS-2) for Pedestrian Control requirements for Sidewalk Diversions, Sidewalk Detours and Crosswalk Closures.
2. Where pedestrians with visual disabilities normally use the closed sidewalk, a Detectable Pedestrian Barricade shall be placed across the full width of the closed sidewalk instead of a Type 3 Barricade.
3. Detectable pedestrian barricades similar to the one pictured above, longitudinal channelizing devices, some concrete barriers, and wood or chain link fencing with a continuous detectable edging can satisfactorily delineate a pedestrian path.
4. Tape, rope, or plastic chain strung between devices are not detectable, do not comply with the design standards in the "Americans with Disabilities Act Accessibility Guidelines (ADAAG)" and should not be used as a control for pedestrian movements.
5. Warning lights shall not be attached to detectable pedestrian barricades.
6. Detectable pedestrian barricades should use 8" nominal barricade rails as shown on BC(10) provided that the top rail provides a smooth continuous rail suitable for hand trailing with no splinters, burrs, or sharp edges.



18" x 24" Sign
(Maximum Sign Dimension)
Chevron CW1-8, Opposing Traffic Lane Divider, Driveway sign D70a, Keep Right R4 series or other signs as approved by Engineer



12" x 24"
Vertical Panel
mount with diagonals sloping down towards travel way

Plywood, Aluminum or Metal sign substrates shall NOT be used on plastic drums

SIGNS, CHEVRONS, AND VERTICAL PANELS MOUNTED ON PLASTIC DRUMS

1. Signs used on plastic drums shall be manufactured using substrates listed on the CWZTCD.
2. Chevrons and other work zone signs with an orange background shall be manufactured with Type B_{FL} or Type C_{FL} Orange sheeting meeting the color and retroreflectivity requirements of DMS-8300, "Sign Face Material," unless otherwise specified in the plans.
3. Vertical Panels shall be manufactured with orange and white sheeting meeting the requirements of DMS-8300 Type A or Type B. Diagonal stripes on Vertical Panels shall slope down toward the intended traveled lane.
4. Other sign messages (text or symbolic) may be used as approved by the Engineer. Sign dimensions shall not exceed 18 inches in width or 24 inches in height, except for the R9 series signs discussed in note 8 below.
5. Signs shall be installed using a 1/2 inch bolt (nominal) and nut, two washers, and one locking washer for each connection.
6. Mounting bolts and nuts shall be fully engaged and adequately torqued. Bolts should not extend more than 1/2 inch beyond nuts.
7. Chevrons may be placed on drums on the outside of curves, on merging tapers or on shifting tapers. When used in these locations, they may be placed on every drum or spaced not more than on every third drum. A minimum of three (3) should be used at each location called for in the plans.
8. R9-9, R9-10, R9-11 and R9-11a Sidewalk Closed signs which are 24 inches wide may be mounted on plastic drums, with approval of the Engineer.

Texas Department of Transportation | Traffic Safety Division Standard

BARRICADE AND CONSTRUCTION CHANNELIZING DEVICES

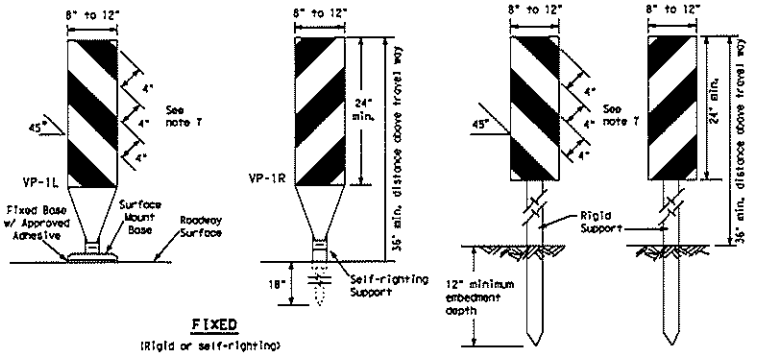
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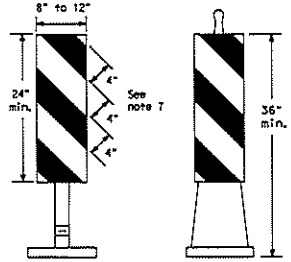
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FIXED
(Rigid or self-righting)

DRIVEABLE

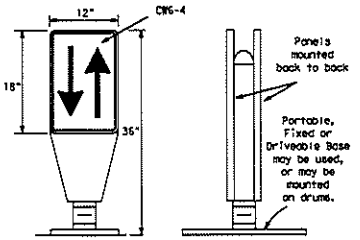


(Rigid or self-righting)

PORTABLE

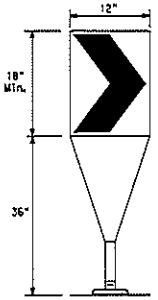
1. Vertical Panels (VP's) are normally used to channelize traffic or divide opposing lanes of traffic.
2. VP's may be used in daytime or nighttime situations. They may be used at the edge of shoulder drop-offs and other areas such as lane transitions where positive daytime and nighttime delineation is required. The Engineer/Inspector shall refer to the Roadway Design Manual for additional requirements on the use VP's for drop-offs.
3. VP's should be mounted back to back if used at the edge of curb adjacent to two-way two lane roadways. Stripes are to be reflective orange and reflective white and should always slope downward toward the travel lane.
4. VP's used on expressways and freeways or other high speed roadways, may have more than 270 square inches of retroreflective area facing traffic.
5. Self-righting supports are available with portable base. See "Compliant Work Zone Traffic Control Devices List" (CWZTCD).
6. Sheeting for the VP's shall be retroreflective Type A or Type B conforming to Departmental Material Specification DMS-8300, unless noted otherwise.
7. Where the height of reflective material on the vertical panel is 36 inches or greater, a panel stripe of 6 inches shall be used.

VERTICAL PANELS (VPs)



1. Opposing Traffic Lane Dividers (OTLD) are delineation devices designed to convert a normal one-way roadway section to two-way operation. OTLD's are used on temporary centerlines. The upward and downward arrows on the sign's face indicate the direction of traffic on either side of the divider. The base is secured to the pavement with an adhesive or rubber weight to minimize movement caused by a vehicle impact or wind gust.
2. The OTLD may be used in combination with 42" cones or VPs.
3. Spacing between the OTLD shall not exceed 500 feet. 42" cones or VPs placed between the OTLD's should not exceed 100 foot spacing.
4. The OTLD shall be orange with a black non-reflective legend. Sheeting for the OTLD shall be retroreflective Type B_R or Type C_R conforming to Departmental Material Specification DMS-8300, unless noted otherwise. The legend shall meet the requirements of DMS-8300.

OPPOSING TRAFFIC LANE DIVIDERS (OTLD)



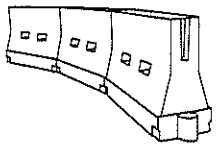
Fixed Base w/ Approved Adhesive (Driveable Base, or Flexible Support can be used)

1. The chevron shall be a vertical rectangle with a minimum size of 12 by 18 inches.
2. Chevrons are intended to give notice of a sharp change of alignment with the direction of travel and provide additional emphasis and guidance for vehicle operators with regard to changes in horizontal alignment of the roadway.
3. Chevrons, when used, shall be erected on the outside of a sharp curve or turn, or on the far side of an intersection. They shall be in line with and at right angles to approaching traffic. Spacing should be such that the motorist always has three in view, until the change in alignment eliminates its need.
4. To be effective, the chevron should be visible for at least 500 feet.
5. Chevrons shall be orange with a black nonreflective legend. Sheeting for the chevron shall be retroreflective Type B_R or Type C_R conforming to Departmental Material Specification DMS-8300, unless noted otherwise. The legend shall meet the requirements of DMS-8300.
6. For Long Term Stationary use on tapers or transitions on freeways and divided highways, self-righting chevrons may be used to supplement plastic drums but not to replace plastic drums.

CHEVRONS

GENERAL NOTES

1. Work Zone channelizing devices illustrated on this sheet may be installed in close proximity to traffic and are suitable for use on high or low speed roadways. The Engineer/Inspector shall ensure that spacing and placement is uniform and in accordance with the "Texas Manual on Uniform Traffic Control Devices" (TMUTCD).
2. Channelizing devices shown on this sheet may have a driveable, fixed or portable base. The requirement for self-righting channelizing devices must be specified in the General Notes or other plan sheets.
3. Channelizing devices on self-righting supports should be used in work zone areas where channelizing devices are frequently impacted by errant vehicles or vehicle related wind gusts making alignment of the channelizing devices difficult to maintain. Locations of these devices shall be detailed elsewhere in the plans. These devices shall conform to the TMUTCD and the "Compliant Work Zone Traffic Control Devices List" (CWZTCD).
4. The Contractor shall maintain devices in a clean condition and replace damaged, nonreflective, faded, or broken devices and bases as required by the Engineer/Inspector. The Contractor shall be required to maintain proper device spacing and alignment.
5. Portable bases shall be fabricated from virgin and/or recycled rubber. The portable bases shall weigh a minimum of 30 lbs.
6. Pavement surfaces shall be prepared in a manner that ensures proper bonding between the adhesives, the fixed mount bases and the pavement surface. Adhesives shall be prepared and applied according to the manufacturer's recommendations.
7. The installation and removal of channelizing devices shall not cause detrimental effects to the final pavement surfaces, including pavement surface discoloration or surface integrity. Driveable bases shall not be permitted on final pavement surfaces. The Engineer/Inspector shall approve all application and removal procedures of fixed bases.



LONGITUDINAL CHANNELIZING DEVICES (LCD)

1. LCDs are crashworthy, lightweight, deformable devices that are highly visible, have good target value and can be connected together. They are not designed to contain or redirect a vehicle on impact.
2. LCDs may be used instead of a line of cones or drums.
3. LCDs shall be placed in accordance to application and installation requirements specific to the device, and used only when shown on the CWZTCD list.
4. LCDs should not be used to provide positive protection for obstacles, pedestrians or workers.
5. LCDs shall be supplemented with retroreflective delineation as required for temporary barriers on BC(7) when placed roughly parallel to the travel lanes.
6. LCDs used as barricades placed perpendicular to traffic should have at least one row of reflective sheeting meeting the requirements for barricade rails as shown on BC(10). Place reflective sheeting near the top of the LCD along the full length of the device.

WATER BALLASTED SYSTEMS USED AS BARRIERS

1. Water ballasted systems used as barriers shall not be used solely to channelize road users, but also to protect the work space per the appropriate Manual for Assessing Safety Hardware (MASH) crashworthiness requirements based on roadway speed and barrier application.
2. Water ballasted systems used to channelize vehicular traffic shall be supplemented with retroreflective delineation or channelizing devices to improve daytime/nighttime visibility. They may also be supplemented with pavement markings.
3. Water ballasted systems used as barriers shall be placed in accordance to application and installation requirements specific to the device, and used only when shown on the CWZTCD list.
4. Water ballasted systems used as barriers should not be used for a merging taper except in low speed (less than 45 MPH) urban areas. When used on a taper in a low speed urban area, the taper shall be delineated and the taper length should be designed to optimize road user operations considering the available geometric conditions.
5. When water ballasted systems used as barriers have blunt ends exposed to traffic, they should be attenuated as per manufacturer recommendations or flared to a point outside the clear zone.

If used to channelize pedestrians, longitudinal channelizing devices or water ballasted systems must have a continuous detectable bottom for users of long canes and the top of the unit shall not be less than 32 inches in height.

HOLLOW OR WATER BALLASTED SYSTEMS USED AS LONGITUDINAL CHANNELIZING DEVICES OR BARRIERS

Posted Speed	Formula	Minimum Desirable Taper Lengths ** 10' Offset	11' Offset	12' Offset	Suggested Maximum Spacing of Channelizing Devices: On a Taper	On a Tangent
30	$L=\frac{WS^2}{60}$	150'	165'	180'	30'	60'
35		205'	225'	245'	35'	70'
40		265'	295'	320'	40'	80'
45	L=WS	450'	495'	540'	45'	90'
50		500'	550'	600'	50'	100'
55		550'	605'	660'	55'	110'
60		600'	660'	720'	60'	120'
65		650'	715'	780'	65'	130'
70		700'	770'	840'	70'	140'
75		750'	825'	900'	75'	150'
80		800'	880'	960'	80'	160'

** Taper lengths have been rounded off.
(L=Length of Taper (FT.) W=Width of Offset (FT.)
S=Posted Speed (MPH)

SUGGESTED MAXIMUM SPACING OF CHANNELIZING DEVICES AND MINIMUM DESIRABLE TAPER LENGTHS

Texas Department of Transportation — Traffic Safety Division Standard

BARRICADE AND CONSTRUCTION CHANNELIZING DEVICES

BC(9)-21

FILE:	bc-21.dgn	DN: TxDOT	CK: TxDOT	DW: TxDOT	CK: TxDOT
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REVISIONS		DIST	COUNTY		SHEET NO.
9-07	8-14				44 OF 143
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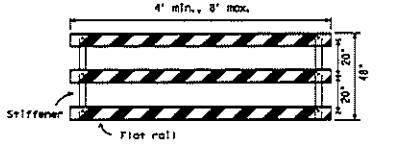
TYPE 3 BARRICADES

1. Refer to the Compliant Work Zone Traffic Control Devices List (CWZTCD) for details of the Type 3 Barricades and a list of all materials used in the construction of Type 3 Barricades.
2. Type 3 Barricades shall be used at each end of construction projects closed to all traffic.
3. Barricades extending across a roadway should have stripes that slope downward in the direction toward which traffic must turn in detouring. When both right and left turns are provided, the chevron striping may slope downward in both directions from the center of the barricade. Where no turns are provided at a closed road, striping should slope downward in both directions toward the center of roadway.
4. Striping of rails, for the right side of the roadway, should slope downward to the left. For the left side of the roadway, striping should slope downward to the right.
5. Identification markings may be shown only on the back of the barricade rails. The maximum height of letters and/or company logos used for identification shall be 1".
6. Barricades shall not be placed parallel to traffic unless an adequate clear zone is provided.
7. Warning lights shall NOT be installed on barricades.
8. Where barricades require the use of weights to keep from turning over, the use of sandbags with dry, cohesionless sand is recommended. The sandbags will be tied shut to keep the sand from spilling and to maintain a constant weight. Sand bags shall not be stacked in a manner that covers any portion of a barricade rails reflective sheeting. Rock, concrete, iron, steel or other solid objects will NOT be permitted. Sandbags should weigh a minimum of 35 lbs and a maximum of 50 lbs. Sandbags shall be made of a durable material that tears upon vehicular impact. Rubber (such as tire inner tubes) shall not be used for sandbags. Sandbags shall only be placed along or upon the base supports of the device and shall not be suspended above ground level or hung with rope, wire, chains or other fasteners.
9. Sheeting for barricades shall be retroreflective Type A or Type B conforming to Departmental Material Specification DMS-8300 unless otherwise noted.

Barricades shall NOT be used as a sign support.

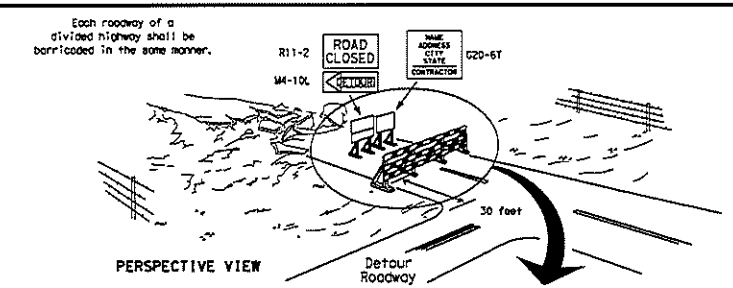


TYPICAL STRIPING DETAIL FOR BARRICADE RAIL



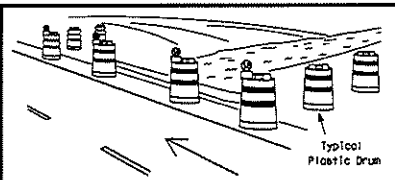
Stiffener may be inside or outside of support, but no more than 2 stiffeners shall be allowed on one barricade.

TYPICAL PANEL DETAIL FOR SKID OR POST TYPE BARRICADES

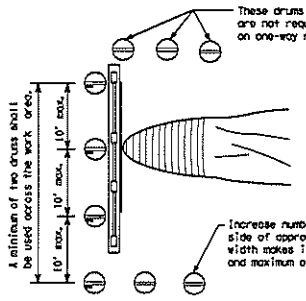


1. Signs should be mounted on independent supports at a 7 foot mounting height in center of roadway. The signs should be a minimum of 10 feet behind Type 3 Barricades.
2. Advance signing shall be as specified elsewhere in the plans.

TYPE 3 BARRICADE (POST AND SKID) TYPICAL APPLICATION

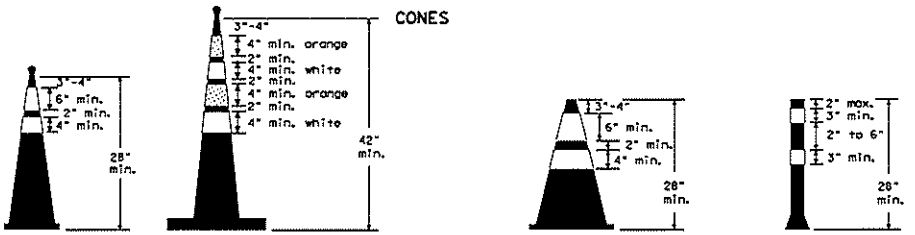


1. Where positive redirectional capability is provided, drums may be omitted.
2. Plastic construction fencing may be used with drums for safety as required in the plans.
3. Vertical Panels on flexible support may be substituted for drums when the shoulder width is less than 4 feet.
4. When the shoulder width is greater than 12 feet, steady-burn lights may be omitted if drums are used.
5. Drums must extend the length of the culvert widening.



LEGEND	
	Plastic drum
	Plastic drum with steady burn light or yellow warning reflector
SB	Steady burn warning light or yellow warning reflector

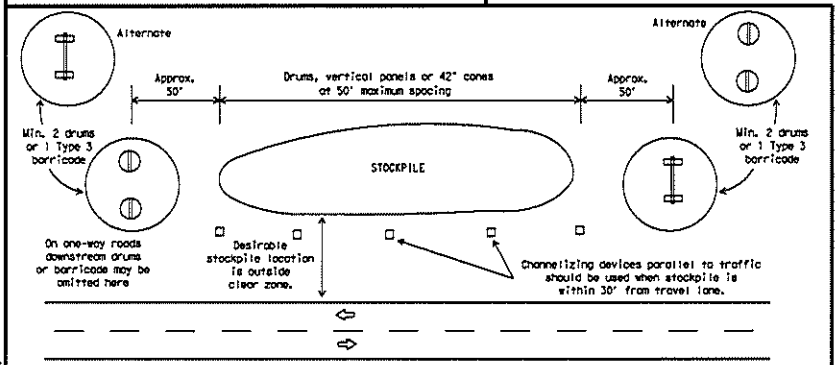
CULVERT WIDENING OR OTHER ISOLATED WORK WITHIN THE PROJECT LIMITS



Two-Piece cones | One-Piece cones | Tubular Marker

28" Cones shall have a minimum weight of 9 1/2 lbs.

42" 2-piece cones shall have a minimum weight of 30 lbs. including base.



TRAFFIC CONTROL FOR MATERIAL STOCKPILES

1. Traffic cones and tubular markers shall be predominantly orange, and meet the height and weight requirements shown above.
2. One-piece cones have the body and base of the cone molded in one consolidated unit. Two-piece cones have a cone shaped body and a separate rubber base, or ballast, that is added to keep the device upright and in place.
3. Two-piece cones may have a handle or loop extending up to 8" above the minimum height shown, in order to aid in retrieving the device.
4. Cones or tubular markers shall have white or white and orange reflective bands as shown above. The reflective bands shall have a smooth, sealed outer surface and meet the requirements of Departmental Material Specification DMS-8300 Type A or Type B.
5. 28" cones and tubular markers are generally suitable for short duration and short-term stationary work as defined on BC(4). These should not be used for intermediate-term or long-term stationary work unless personnel is on-site to maintain them in their proper upright position.
6. 42" two-piece cones, vertical panels or drums are suitable for all work zone durations.
7. Cones or tubular markers used on each project should be of the same size and shape.

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WORK ZONE PAVEMENT MARKINGS

GENERAL

1. The Contractor shall be responsible for maintaining work zone and existing pavement markings, in accordance with the standard specifications and special provisions, on all roadways open to traffic within the CSJ limits unless otherwise stated in the plans.
2. Color, patterns and dimensions shall be in conformance with the "Texas Manual on Uniform Traffic Control Devices" (TMUTCD).
3. Additional supplemental pavement marking details may be found in the plans or specifications.
4. Pavement markings shall be installed in accordance with the TMUTCD and as shown on the plans.
5. When short term markings are required on the plans, short term markings shall conform with the TMUTCD, the plans and details as shown on the Standard Plan Sheet WZ(STPM).
6. When standard pavement markings are not in place and the roadway is opened to traffic, DO NOT PASS signs shall be erected to mark the beginning of the sections where passing is prohibited and PASS WITH CARE signs at the beginning of sections where passing is permitted.
7. All work zone pavement markings shall be installed in accordance with Item 662, "Work Zone Pavement Markings."

RAISED PAVEMENT MARKERS

1. Raised pavement markers are to be placed according to the patterns on BC(12).
2. All raised pavement markers used for work zone markings shall meet the requirements of Item 672, "RAISED PAVEMENT MARKERS" and Departmental Material Specification DMS-4200 or DMS-4300.

PREFABRICATED PAVEMENT MARKINGS

1. Removable prefabricated pavement markings shall meet the requirements of DMS-8241.
2. Non-removable prefabricated pavement markings (foil back) shall meet the requirements of DMS-8240.

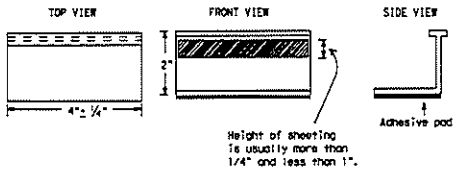
MAINTAINING WORK ZONE PAVEMENT MARKINGS

1. The Contractor will be responsible for maintaining work zone pavement markings within the work limits.
2. Work zone pavement markings shall be inspected in accordance with the frequency and reporting requirements of work zone traffic control device inspections as required by Form 599.
3. The markings should provide a visible reference for a minimum distance of 300 feet during normal daylight hours and 160 feet when illuminated by automobile low-beam headlights at night, unless sight distance is restricted by roadway geometrics.
4. Markings failing to meet this criteria within the first 30 days after placement shall be replaced at the expense of the Contractor as per Specification Item 662.

REMOVAL OF PAVEMENT MARKINGS

1. Pavement markings that are no longer applicable, could create confusion or direct a motorist toward or into the closed portion of the roadway shall be removed or obliterated before the roadway is opened to traffic.
2. The above shall not apply to detours in place for less than three days, where floggers and/or sufficient channelizing devices are used in lieu of markings to outline the detour route.
3. Pavement markings shall be removed to the fullest extent possible, so as not to leave a discernable marking. This shall be by any method approved by TxDOT Specification Item 677 for "Eliminating Existing Pavement Markings and Markers".
4. The removal of pavement markings may require resurfacing or seal coating portions of the roadway as described in Item 677.
5. Subject to the approval of the Engineer, any method that proves to be successful on a particular type pavement may be used.
6. Blast cleaning may be used but will not be required unless specifically shown in the plans.
7. Over-painting of the markings SHALL NOT BE permitted.
8. Removal of raised pavement markers shall be as directed by the Engineer.
9. Removal of existing pavement markings and markers will be paid for directly in accordance with Item 677, "ELIMINATING EXISTING PAVEMENT MARKINGS AND MARKERS," unless otherwise stated in the plans.
10. Black-out marking tape may be used to cover conflicting existing markings for periods less than two weeks when approved by the Engineer.

Temporary Flexible-Reflective Roadway Marker Tabs



STAPLES OR NAILS SHALL NOT BE USED TO SECURE TEMPORARY FLEXIBLE-REFLECTIVE ROADWAY MARKER TABS TO THE PAVEMENT SURFACE

1. Temporary flexible-reflective roadway marker tabs used as guidemarks shall meet the requirements of DMS-8242.
2. Tabs detailed on this sheet are to be inspected and accepted by the Engineer or designated representative. Sampling and testing is not normally required, however at the option of the Engineer, either "A" or "B" below may be imposed to assure quality before placement on the roadway.
   A. Select five (5) or more tabs at random from each lot or shipment and submit to the Construction Division, Materials and Pavement Section to determine specification compliance.
   B. Select five (5) tabs and perform the following test. Affix five (5) tabs at 24 inch intervals on an asphaltic pavement in a straight line. Using a medium size passenger vehicle or pickup, run over the markers with the front and rear tires at a speed of 35 to 40 miles per hour, four (4) times in each direction. No more than one (1) out of the five (5) reflective surfaces shall be lost or displaced as a result of this test.
3. Small design variances may be noted between tab manufacturers.
4. See Standard Sheet WZ(STPM) for tab placement on new pavements. See Standard Sheet TCP(1-1) for tab placement on seal coat work.

RAISED PAVEMENT MARKERS USED AS GUIDEMARKS

1. Raised pavement markers used as guidemarks shall be from the approved product list, and meet the requirements of DMS-4200.
2. All temporary construction raised pavement markers provided on a project shall be of the same manufacturer.
3. Adhesive for guidemarks shall be bituminous material not applied or butyl rubber pad for all surfaces, or thermoplastic for concrete surfaces.

Guidemarks shall be designated as:
YELLOW - (two amber reflective surfaces with yellow body).
WHITE - (one silver reflective surface with white body).

DEPARTMENTAL MATERIAL SPECIFICATIONS	
PAVEMENT MARKERS (REFLECTORIZED)	DMS-4200
TRAFFIC BUTTONS	DMS-4300
EPOXY AND ADHESIVES	DMS-6100
BITUMINOUS ADHESIVE FOR PAVEMENT MARKERS	DMS-6130
PERMANENT PREFABRICATED PAVEMENT MARKINGS	DMS-8240
TEMPORARY REMOVABLE, PREFABRICATED PAVEMENT MARKINGS	DMS-8241
TEMPORARY FLEXIBLE, REFLECTIVE ROADWAY MARKER TABS	DMS-8242

A list of prequalified reflective raised pavement markers, non-reflective traffic buttons, roadway marker tabs and other pavement markings can be found at the Material Producer List web address shown on BC(1).

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BARRICADE AND CONSTRUCTION PAVEMENT MARKINGS

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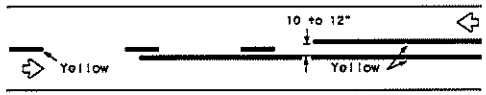
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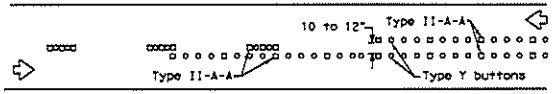
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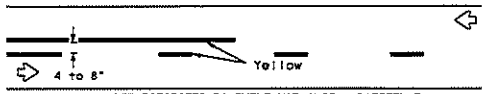
PAVEMENT MARKING PATTERNS



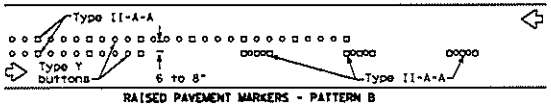
REFLECTORIZED PAVEMENT MARKINGS - PATTERN A



RAISED PAVEMENT MARKERS - PATTERN A



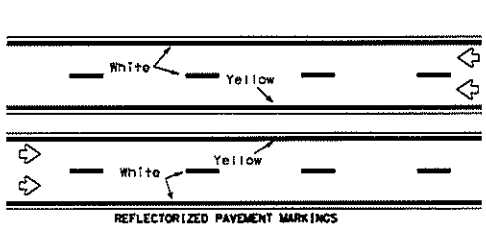
REFLECTORIZED PAVEMENT MARKINGS - PATTERN B



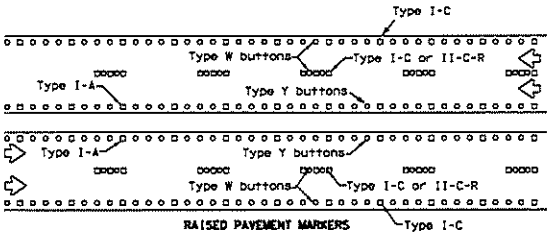
RAISED PAVEMENT MARKERS - PATTERN B

Pattern A is the TXDOT Standard, however Pattern B may be used if approved by the Engineer.
Prefabricated markings may be substituted for reflectorized pavement markings.

CENTER LINE & NO-PASSING ZONE BARRIER LINES FOR TWO-LANE, TWO-WAY HIGHWAYS



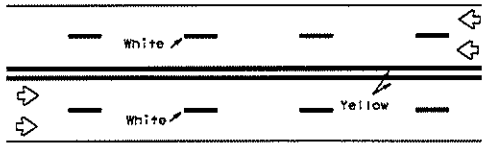
REFLECTORIZED PAVEMENT MARKINGS



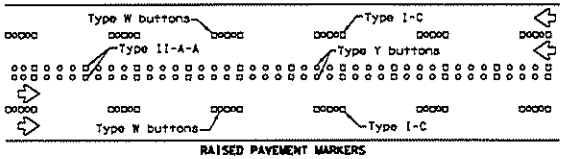
RAISED PAVEMENT MARKERS

Prefabricated markings may be substituted for reflectorized pavement markings.

EDGE & LANE LINES FOR DIVIDED HIGHWAY



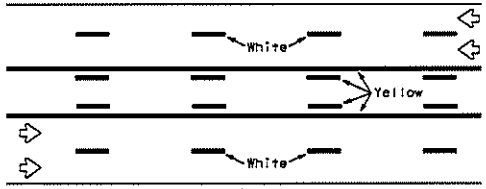
REFLECTORIZED PAVEMENT MARKINGS



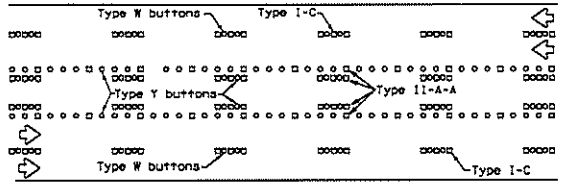
RAISED PAVEMENT MARKERS

Prefabricated markings may be substituted for reflectorized pavement markings.

LANE & CENTER LINES FOR MULTILANE UNDIVIDED HIGHWAYS



REFLECTORIZED PAVEMENT MARKINGS

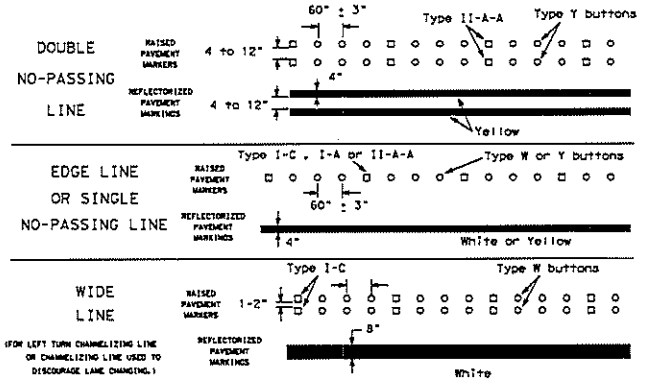


RAISED PAVEMENT MARKERS

Prefabricated markings may be substituted for reflectorized pavement markings.

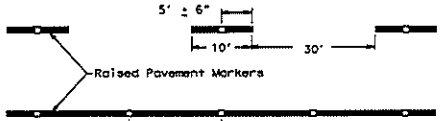
TWO-WAY LEFT TURN LANE

STANDARD WORK ZONE PAVEMENT MARKINGS DETAILS



REMOVABLE MARKINGS WITH RAISED PAVEMENT MARKERS

If raised pavement markers are used to supplement REMOVABLE markings, the markers shall be applied to the top of the tape at the approximate mid length of tape used for broken lines or at 20 foot spacing for solid lines. This allows an easier removal of raised pavement markers and tape.



Centerline only - not to be used on edge lines

Raised pavement markers used as standard pavement markings shall be from the approved products list and meet the requirements of Item 672 "RAISED PAVEMENT MARKERS."

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Texas Department of Transportation — Traffic Safety Division Standard

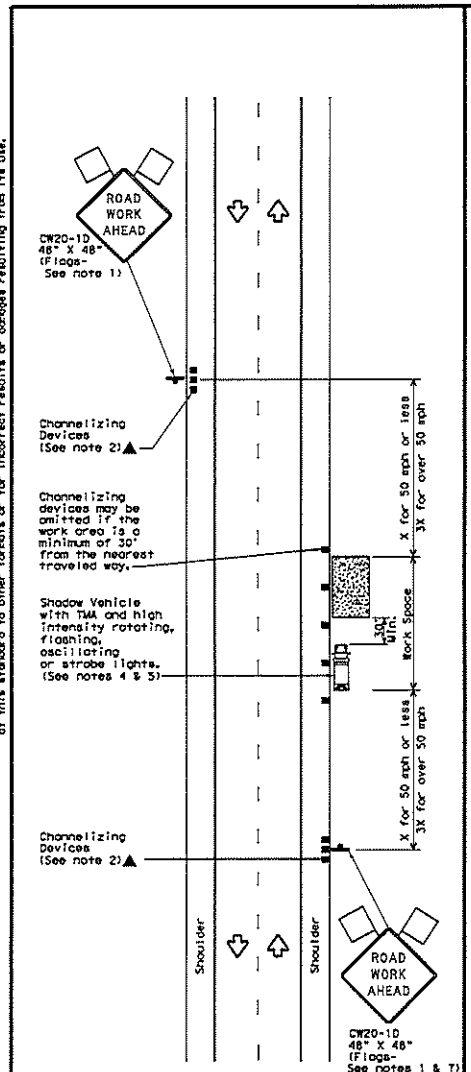
BARRICADE AND CONSTRUCTION PAVEMENT MARKING PATTERNS

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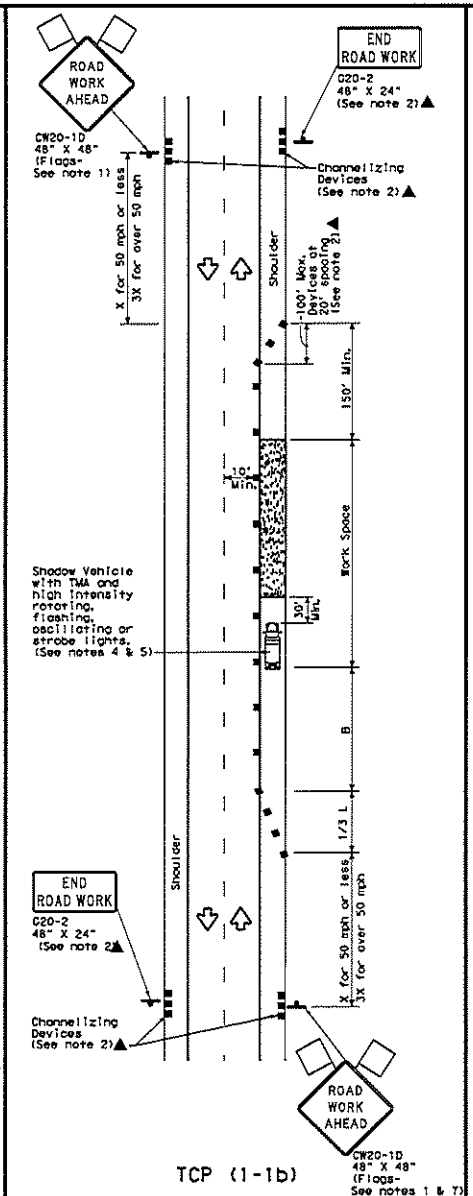
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TCP (1-1a)

WORK SPACE NEAR SHOULDER

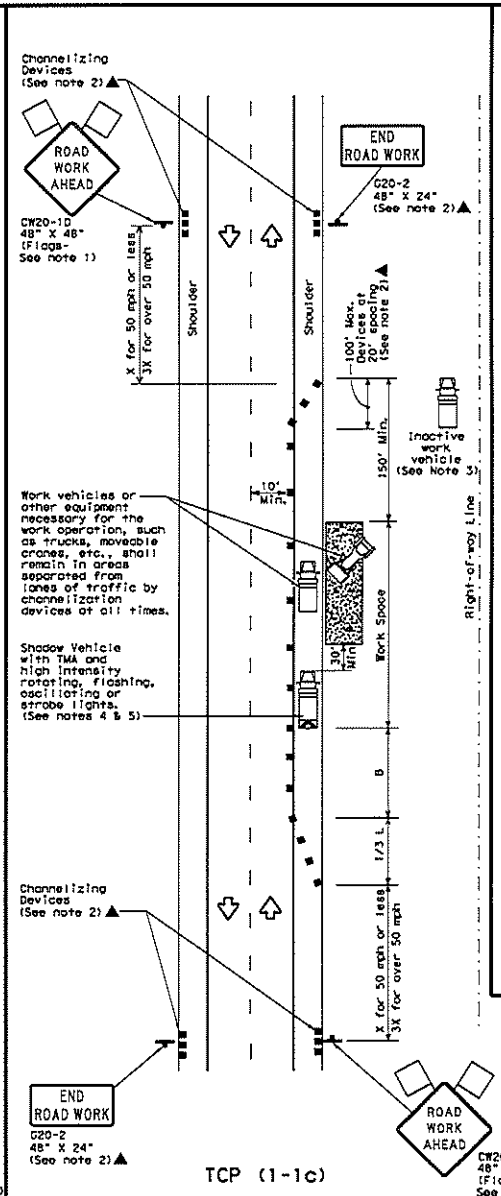
Conventional Roads



TCP (1-1b)

WORK SPACE ON SHOULDER

Conventional Roads



TCP (1-1c)

WORK VEHICLES ON SHOULDER

Conventional Roads

LEGEND			
	Type 3 Barricade		Channelizing Devices
	Heavy Work Vehicle		Truck Mounted Attenuator (TMA)
	Trailer Mounted Flashing Arrow Board	M	Portable Changeable Message Sign (PCMS)
	Sign		Traffic Flow
	Flag		Flagger

Posted Speed *	Formula	Minimum Desirable Taper Lengths ** 10' Offset	11' Offset	12' Offset	Suggested Maximum Spacing of Channelizing Devices On a Taper	On a Tangent	Minimum Sign Spacing "X" Distance	Suggested Longitudinal Buffer Space "B"
30	$L=\frac{WS^2}{60}$	150'	165'	180'	30'	60'	120'	90'
35		205'	225'	245'	35'	70'	160'	120'
40		265'	295'	320'	40'	80'	240'	155'
45	L=WS	450'	495'	540'	45'	90'	320'	195'
50		500'	550'	600'	50'	100'	400'	240'
55		550'	605'	660'	55'	110'	500'	295'
60		600'	660'	720'	60'	120'	600'	350'
65		650'	715'	780'	65'	130'	700'	410'
70		700'	770'	840'	70'	140'	800'	475'
75		750'	825'	900'	75'	150'	900'	540'

* Conventional Roads Only

** Taper lengths have been rounded off.
L=Length of Taper(FT) W=Width of Offset(FT) S=Posted Speed(MPH)

TYPICAL USAGE				
MOBILE	SHORT DURATION	SHORT TERM STATIONARY	INTERMEDIATE TERM STATIONARY	LONG TERM STATIONARY
	✓	✓		

GENERAL NOTES

1. Flags attached to signs where shown are REQUIRED.
2. All traffic control devices illustrated are REQUIRED, except those denoted with the triangle symbol may be omitted when stated elsewhere in the plans, or for routine maintenance work, when approved by the Engineer.
3. Inactive work vehicles or other equipment should be parked near the right-of-way line and not parked on the paved shoulder.
4. A Shadow Vehicle with a TMA should be used anytime it can be positioned 30 to 100 feet in advance of the area of crew exposure without adversely affecting the performance or quality of the work. If workers are no longer present but road or work conditions require the traffic control to remain in place, Type 3 Barricades or other channelizing devices may be substituted for the Shadow Vehicle and TMA.
5. Additional Shadow Vehicles with TMAs may be positioned off the paved surface, next to those shown in order to protect wider work spaces.
6. See TCP(5-1) for shoulder work on divided highways, expressways and freeways.
7. CW21-5 "SHOULDER WORK" signs may be used in place of CW20-1D "ROAD WORK AHEAD" signs for shoulder work on conventional roadways.

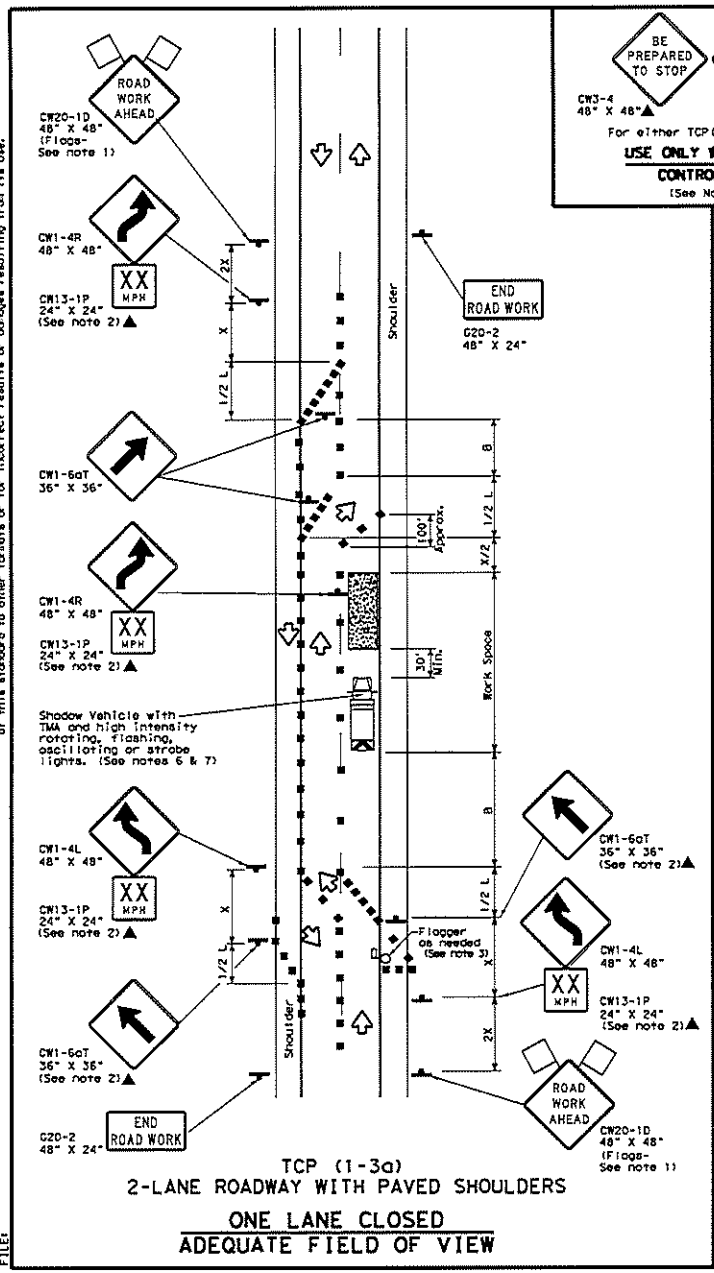
Texas Department of Transportation

Traffic Operations Division Standard

TRAFFIC CONTROL PLAN CONVENTIONAL ROAD SHOULDER WORK

TCP(1-1)-18

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REVISIONS 2-94 4-98 8-95 2-12 1-97 2-18	DIST	COUNTY		SHEET NO. 48 OF 143

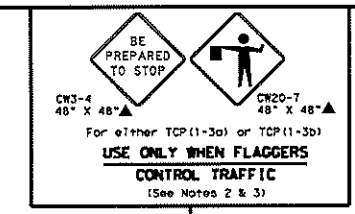


TCP (1-3a)

2-LANE ROADWAY WITH PAVED SHOULDERS

ONE LANE CLOSED

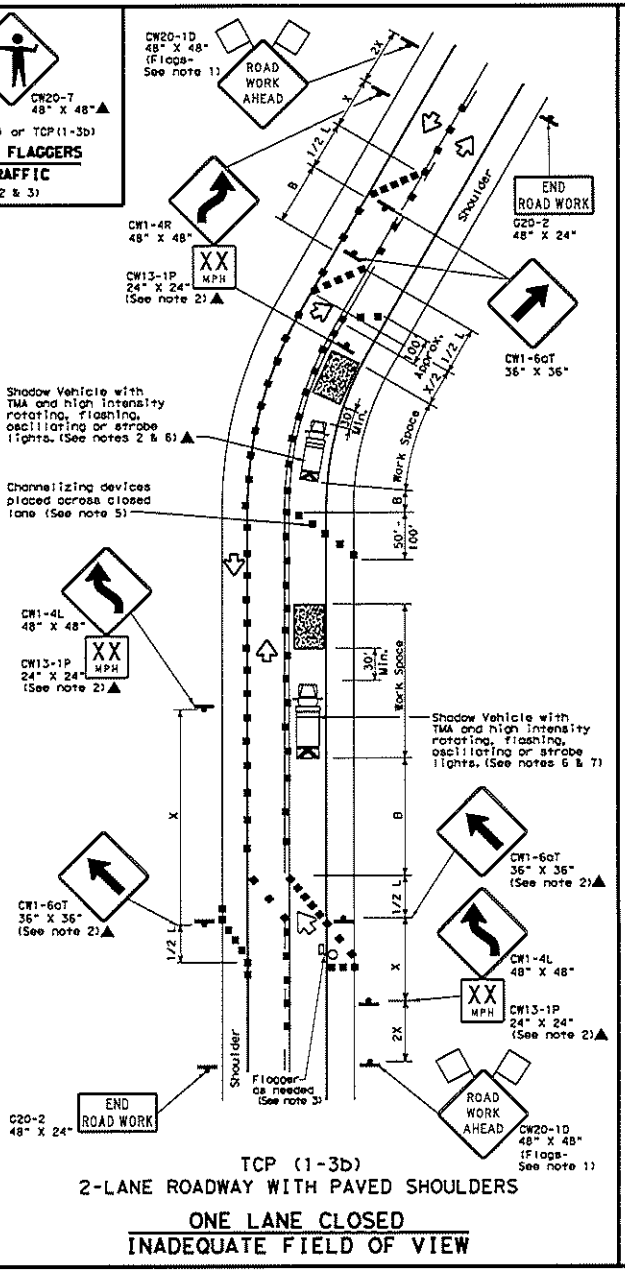
ADEQUATE FIELD OF VIEW



For either TCP(1-3a) or TCP(1-3b)

USE ONLY WHEN FLAGGERS CONTROL TRAFFIC

(See Notes 2 & 3)



TCP (1-3b)

2-LANE ROADWAY WITH PAVED SHOULDERS

ONE LANE CLOSED

INADEQUATE FIELD OF VIEW

LEGEND

	Type 3 Barricade		Channelizing Devices
	Heavy Work Vehicle		Truck Mounted Attenuator (TMA)
	Trailer Mounted Flashing Arrow Board	M	Portable Changeable Message Sign (PCMS)
	Sign		Traffic Flow
	Flag		Flagger

Posted Speed *	Formula	Minimum Desirable Taper Lengths * ** 10' offset	11' offset	12' offset	Suggested Maximum Spacing of Channelizing Devices On a Taper	On a Tangent	Minimum Sign Spacing "X" Distance	Suggested Longitudinal Buffer Space "B"
30	$L=\frac{WS^2}{60}$	150'	165'	180'	30'	60'	120'	90'
35		205'	225'	245'	35'	70'	160'	120'
40		265'	295'	320'	40'	80'	240'	155'
45	L=WS	450'	495'	540'	45'	90'	320'	195'
50		500'	550'	600'	50'	100'	400'	240'
55		550'	605'	660'	55'	110'	500'	295'
60		600'	660'	720'	60'	120'	600'	350'
65		650'	715'	780'	65'	130'	700'	410'
70		700'	770'	840'	70'	140'	800'	475'
75		750'	825'	900'	75'	150'	900'	540'

* Conventional Roads Only

** Taper lengths have been rounded off.

L=Length of Taper(FT) W=Width of Offset(FT) S=Posted Speed(MPH)

TYPICAL USAGE

MOBILE	SHORT DURATION	SHORT TERM STATIONARY	INTERMEDIATE TERM STATIONARY	LONG TERM STATIONARY
	✓	✓		

GENERAL NOTES

1. Flags attached to signs where shown are REQUIRED.
2. All traffic control devices illustrated are REQUIRED, except those denoted with the triangle symbol may be omitted when stated elsewhere in the plans, or for routine maintenance work, when approved by the Engineer.
3. Flagger control should NOT be used unless roadway conditions or heavy traffic volume require additional emphasis to safely control traffic. Additional flaggers may be positioned in advance of traffic queues to alert traffic to reduce speed.
4. DO NOT PASS, PASS WITH CARE and construction regulatory speed zone signs may be installed downstream of the ROAD WORK AHEAD signs.
5. When the work zone is made up of several work spaces, channelizing devices should be placed laterally across the closed lane to re-emphasize closure. Laterally placed channelizing devices should be repeated every 500 to 1000 feet in urban areas and every 1/4 to 1/2 mile in rural areas.
6. A Shadow Vehicle with a TMA should be used anytime it can be positioned 30 to 100 feet in advance of the area of crew exposure without adversely affecting the performance or quality of the work. If workers are no longer present but road or work conditions require the traffic control to remain in place, Type 3 Barricades or other channelizing devices may be substituted for the Shadow Vehicle and TMA.
7. Additional Shadow Vehicles with TMAs may be positioned off the paved surface, next to those shown in order to protect wider work spaces.
8. Where traffic is directed over a yellow centerline, channelizing devices which separate two-way traffic should be spaced on tapers at 20', or 15' if posted speed are 35 mph or slower, and for tangent sections, at 1/2S where S is the speed in mph. This tighter device spacing is intended for the area of conflicting markings not the entire work zone.

Texas Department of Transportation | Traffic Operations Division Standard

TRAFFIC CONTROL PLAN TRAFFIC SHIFTS ON TWO LANE ROADS

TCP(1-3)-18

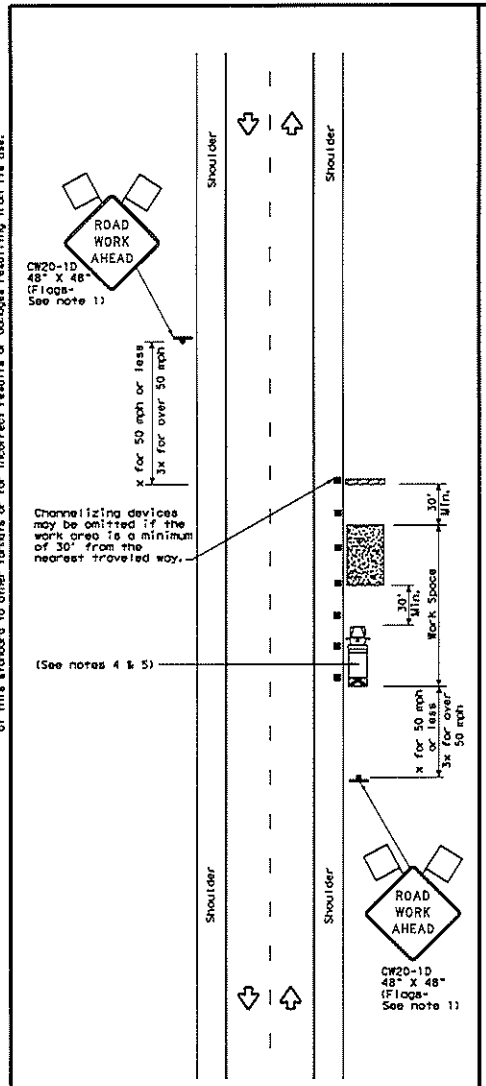
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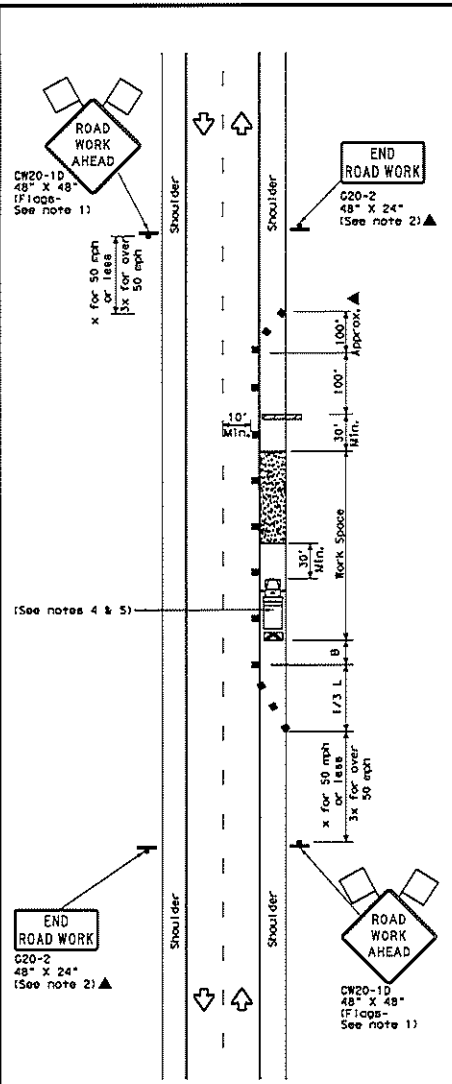
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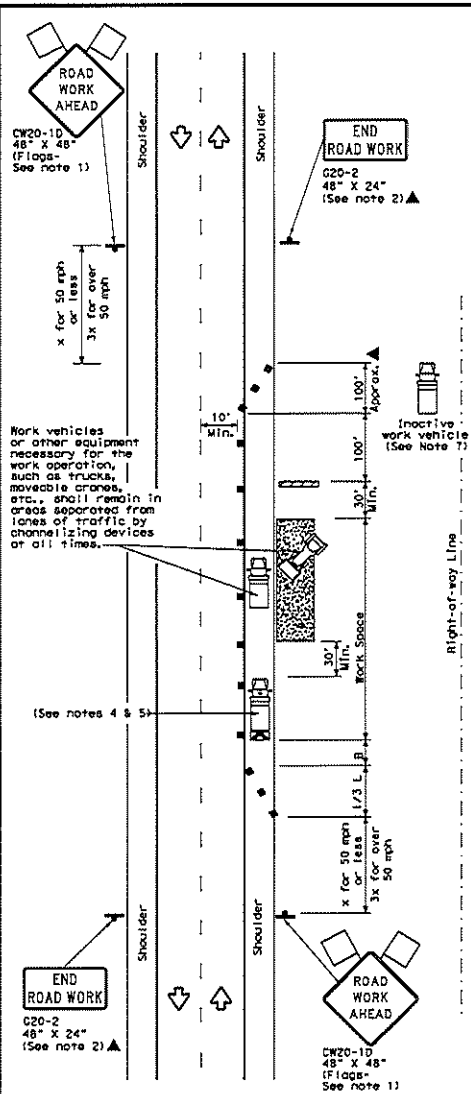
TCP (2-1a)

WORK SPACE NEAR SHOULDER
Conventional Roads



TCP (2-1b)

WORK SPACE ON SHOULDER
Conventional Roads



TCP (2-1c)

WORK VEHICLES ON SHOULDER
Conventional Roads

LEGEND			
	Type 3 Barricade	■■	Channelizing Devices
	Heavy Work Vehicle		Truck Mounted Attenuator (TMA)
	Trailer Mounted Flashing Arrow Board	M	Portable Changeable Message Sign (PCMS)
	Sign		Traffic Flow
	Flag		Flagger

Posted Speed *	Formula	Minimum Desirable Taper Lengths ** 10' Offset	11' Offset	12' Offset	Suggested Maximum Spacing of Channelizing Devices On a Taper	On a Tangent	Minimum Sign Spacing "X" Distance	Suggested Longitudinal Buffer Space "B"
30	$L=\frac{WS^2}{60}$	150'	165'	180'	30'	60'	120'	90'
35		205'	225'	245'	35'	70'	160'	120'
40		265'	295'	320'	40'	80'	240'	155'
45	L=WS	450'	495'	540'	45'	90'	320'	195'
50		500'	550'	600'	50'	100'	400'	240'
55		550'	605'	660'	55'	110'	500'	295'
60		600'	660'	720'	60'	120'	600'	350'
65		650'	715'	780'	65'	130'	700'	410'
70		700'	770'	840'	70'	140'	800'	475'
75		750'	825'	900'	75'	150'	900'	540'

* Conventional Roads Only

** Taper lengths have been rounded off.
L=Length of Taper(FT) W=Width of Offset(FT) S=Posted Speed(MPH)

TYPICAL USAGE				
MOBILE	SHORT DURATION	SHORT TERM STATIONARY	INTERMEDIATE TERM STATIONARY	LONG TERM STATIONARY
	✓	✓	✓	✓

GENERAL NOTES

1. Flags attached to signs where shown, are REQUIRED.
2. All traffic control devices illustrated are REQUIRED, except those denoted with the triangle symbol may be omitted when stated in the plans, or for routine maintenance work, when approved by the Engineer.
3. Stockpiled material should be placed a minimum of 30 feet from nearest traveled way.
4. Shadow Vehicle with TMA and high intensity rotating, flashing, oscillating or strobe lights. A Shadow Vehicle with a TMA should be used anytime it can be positioned 30 to 100 feet in advance of the area of crew exposure without adversely affecting the performance or quality of the work. If workers are no longer present but road or work conditions require the traffic control to remain in place, Type 3 Barricades or other channelizing devices may be substituted for the Shadow Vehicle and TMA.
5. Additional Shadow Vehicles with TMAs may be positioned off the paved surface, next to those shown in order to protect a wider work space.
6. See TCP(5-1) for shoulder work on divided highways, expressways and freeways.
7. Inactive work vehicles or other equipment should be parked near the right-of-way line and not parked on the paved shoulder.
8. CW21-5 "SHOULDER WORK" signs may be used in place of CW20-1D "ROAD WORK AHEAD" signs for shoulder work on conventional roadways.

Texas Department of Transportation — Traffic Operations Division Standard

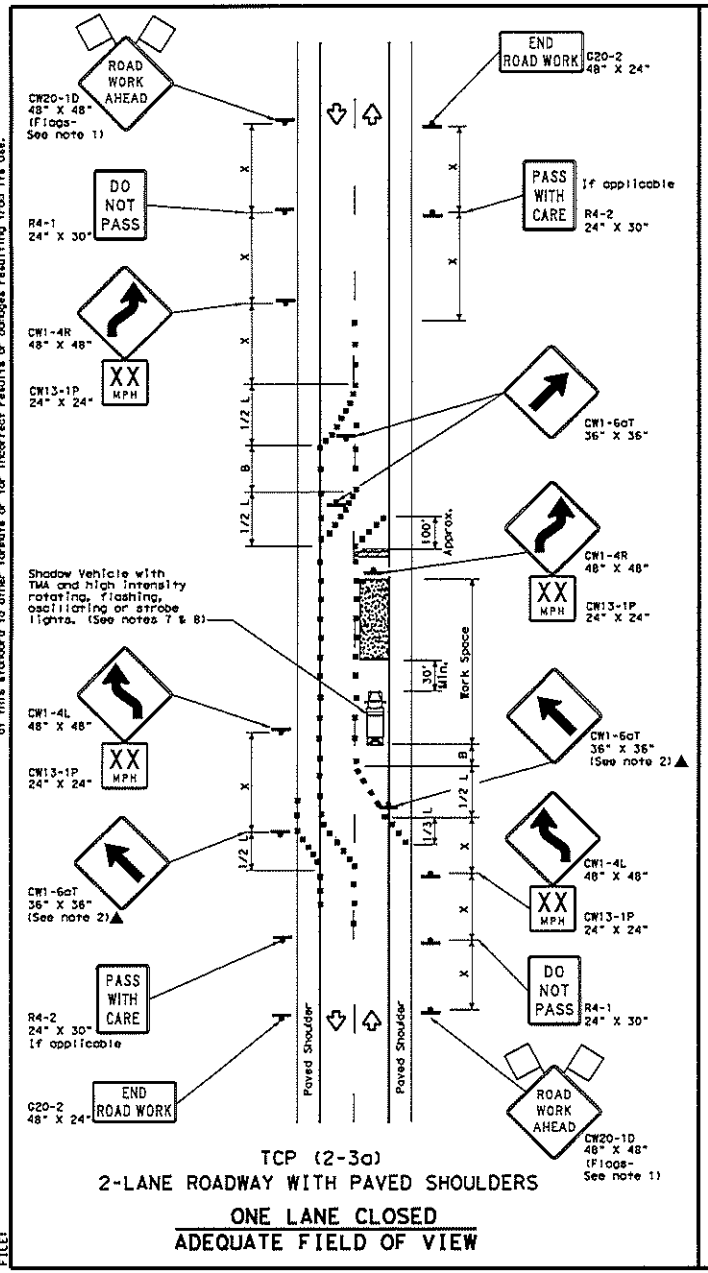
TRAFFIC CONTROL PLAN
CONVENTIONAL ROAD
SHOULDER WORK

TCP(2-1)-18

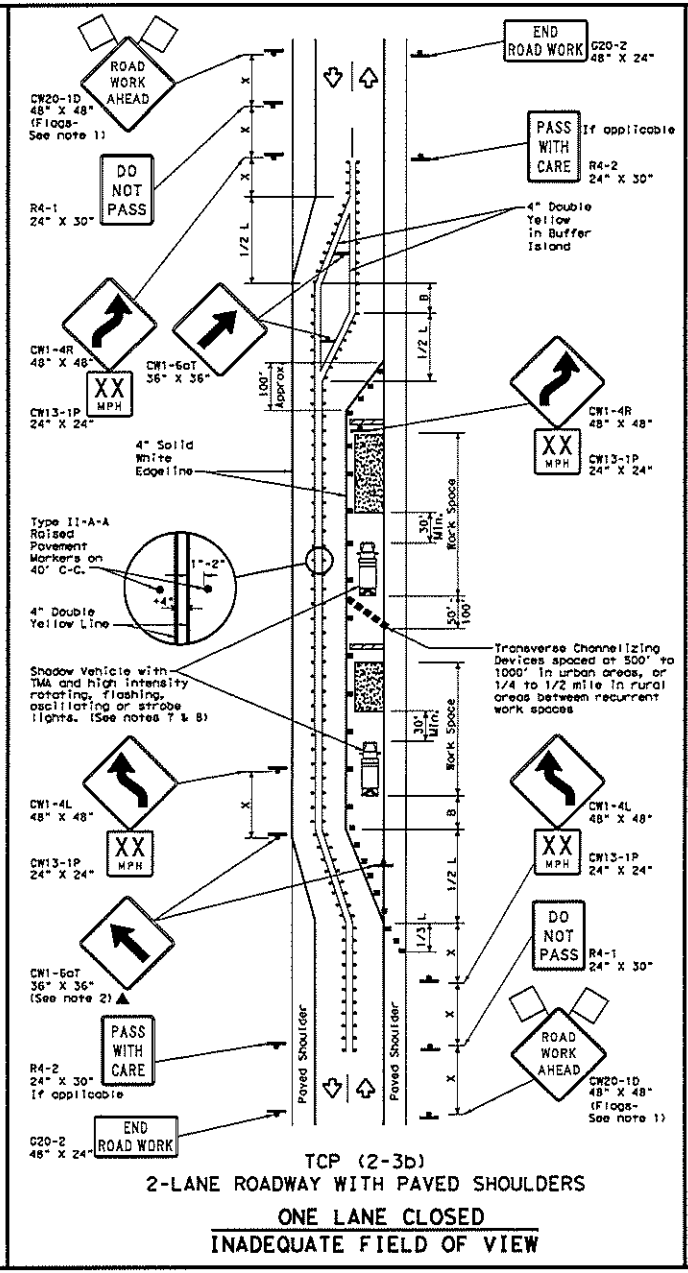
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REVISIONS 2-94 4-98 8-95 2-12 1-97 2-18	DIST	COUNTY		SHEET NO. 50 OF 143

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TCP (2-3a)
2-LANE ROADWAY WITH PAVED SHOULDERS
ONE LANE CLOSED
ADEQUATE FIELD OF VIEW



TCP (2-3b)
2-LANE ROADWAY WITH PAVED SHOULDERS
ONE LANE CLOSED
INADEQUATE FIELD OF VIEW

LEGEND			
	Type 3 Barricade	**	Channelizing Devices
	Heavy Work Vehicle		Truck Mounted Attenuator (TMA)
	Trailer Mounted Flashing Arrow Board		Raised Pavement Markers Ty II-AA
	Sign		Traffic Flow
	Flag		Flagger

Posted Speed *	Formula	Minimum Desirable Taper Lengths ** 10' Offset	11' Offset	12' Offset	Suggested Maximum Spacing of Channelizing Devices On a Taper	On a Tangent	Minimum Sign Spacing "X" Distance	Suggested Longitudinal Buffer Space "B"
30	$L=\frac{WS^2}{60}$	150'	165'	180'	30'	60'	120'	90'
35		205'	225'	245'	35'	70'	160'	120'
40		265'	295'	320'	40'	80'	240'	155'
45	L=WS	450'	495'	540'	45'	90'	320'	195'
50		500'	550'	600'	50'	100'	400'	240'
55		550'	605'	660'	55'	110'	500'	295'
60		600'	660'	720'	60'	120'	600'	350'
65		650'	715'	780'	65'	130'	700'	410'
70		700'	770'	840'	70'	140'	800'	475'
75		750'	825'	900'	75'	150'	900'	540'

* Conventional Roads Only
** Taper lengths have been rounded off.
L=Length of Taper(FT) W=Width of Offset(FT) S=Posted Speed(MPH)

TYPICAL USAGE				
MOBILE	SHORT DURATION	SHORT TERM STATIONARY	INTERMEDIATE TERM STATIONARY	LONG TERM STATIONARY
				TCP(2-3b)ONLY
			✓	✓

GENERAL NOTES

1. Flags attached to signs where shown, are REQUIRED.
2. All traffic control devices illustrated are REQUIRED, except those denoted with the triangle symbol may be omitted when stated elsewhere in the plans, or for routine maintenance work, when approved by the Engineer.
3. When work space will be in place less than three days existing pavement markings may remain in place. Channelizing devices shall be used to separate traffic.
4. Flagger control should NOT be used unless roadway conditions or heavy traffic volume require additional emphasis to safely control traffic. Flagger should be positioned at end of traffic queue.
5. The R4-1 "DO NOT PASS," R4-2 " PASS WITH CARE" and construction regulatory speed zone signs may be installed within CW20-1D "ROAD WORK AHEAD" signs. Proper spacing of signs shall be maintained.
6. Conflicting pavement marking shall be removed for long term projects.
7. A Shadow Vehicle with a TMA should be used anytime it can be positioned 30 to 100 feet in advance of the area of crew exposure without adversely affecting the performance or quality of the work. If workers are no longer present but road or work conditions require the traffic control to remain in place, Type 3 Barricades or other channelizing devices may be substituted.
8. Additional Shadow Vehicles with TMAs may be positioned off the paved surface, next to those shown in order to protect a wider work space.

TCP (2-3a)

9. Conflicting pavement markings shall be removed for long-term projects. For shorter durations where traffic is directed over a yellow centerline, channelizing devices which separate two-way traffic should be spaced on tapers at 20' or 15' if posted speeds are 35 mph or slower, and for tangent sections, at 1/2(S) where S is the speed in mph. This tighter device spacing is intended for the area of the conflicting markings, not the entire work zone.

Texas Department of Transportation
Traffic Operations Division Standard

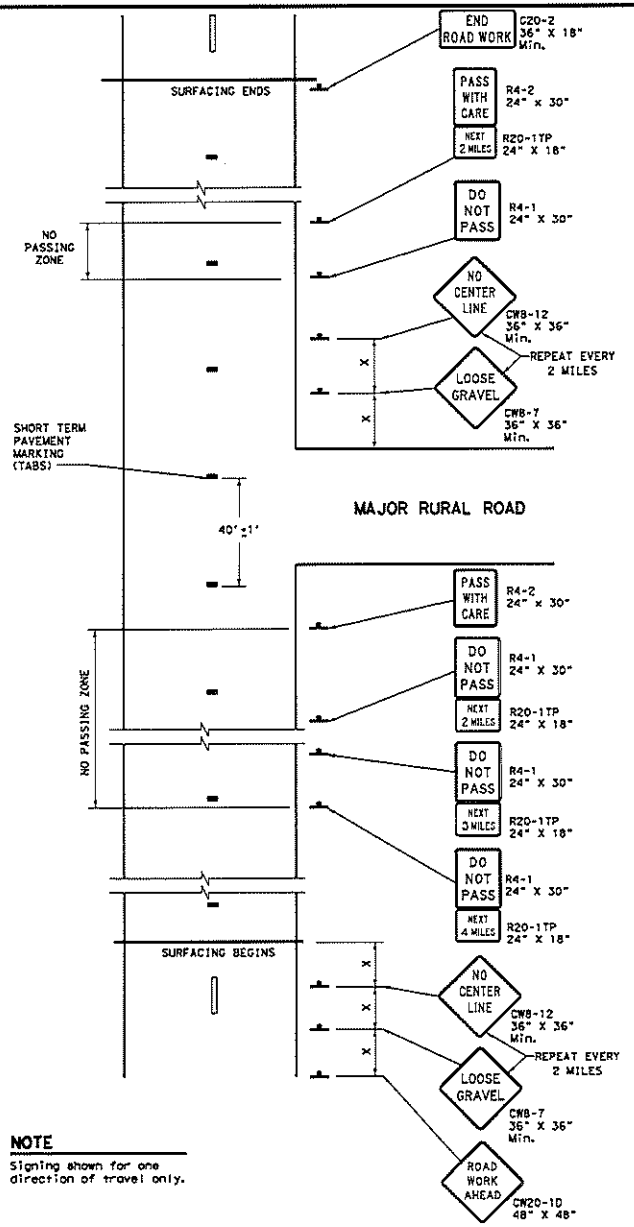
TRAFFIC CONTROL PLAN TRAFFIC SHIFTS ON TWO-LANE ROADS

TCP(2-3)-18

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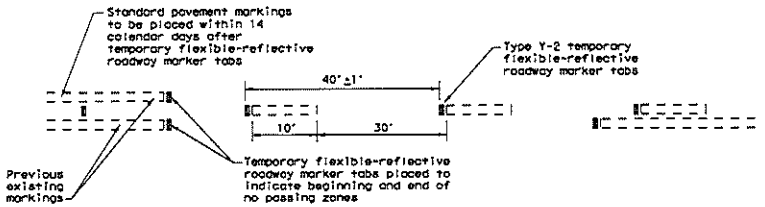
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NOTE

Signing shown for one direction of travel only.

NO PASSING ZONES ON TWO-LANE TWO-WAY ROADS



TABS ON CENTERLINES OF TWO-LANE TWO-WAY ROADS

For seal coat, micro-surface or similar operations

"DO NOT PASS" SIGN (R4-1) and NO-PASSING ZONES

A. Prior to the beginning of construction, all currently striped no-passing zones shall be signed with the DO NOT PASS (R4-1) signs and PASS WITH CARE (R4-2) signs placed at the beginning and end of each zone for each direction of travel except as otherwise provided herein. Signs marking these individual no-passing zones need not be covered prior to construction if the signs supplement the existing pavement markings.

B. At the discretion of the Engineer, in areas of numerous no-passing zones, several zones may be combined as a single zone. If passing is to be prohibited over one or more lengthy sections, a DO NOT PASS sign and a NEXT XX MILES (R20-1TP) plaque may be used at the beginning of such zones. The DO NOT PASS sign and the NEXT XX MILES plaque should be repeated every mile to the end of the no-passing zone. In areas where there is considerable distance between no-passing zones, the end of the no-passing zone may be signed with a PASS WITH CARE sign and a NEXT XX MILES plaque.

C. Depending on traffic volumes and length of sections, it may be desirable to prohibit passing throughout the project to prevent damage to windshield and lights. The DO NOT PASS sign and NEXT XX MILES plaque should be used and repeated as often as necessary for this purpose. Where several existing zones are to be combined into one individual no-passing zone, the sign at the beginning of the zone should be covered until the surfacing operation has passed this location so as not to have the DO NOT PASS sign conflict with the existing pavement markings. Also, unless one days operation completes the entire length of such combined zones, appropriate DO NOT PASS and PASS WITH CARE signs should be placed at the beginning and end of the no-passing zones where the surfacing operation has stopped for the day.

D. R4-1 and R4-2 are to remain in place until standard pavement markings are installed.

"NO CENTER LINE" SIGN (CW8-12)

A. Center line markings are yellow pavement markings that delineate the separation of travel lanes that have opposite directions of travel on a roadway. Divided highways do not typically have center line markings.

B. At the time construction activity obliterates the existing center line markings(low volume roads may not have an existing centerline), a NO CENTER LINE (CW8-12) sign should be erected at the beginning of the work area, at approximately 2 mile intervals within the work area, beyond major intersections and other locations deemed necessary by the Engineer.

C. The NO CENTER LINE signs are to remain in place until standard pavement markings are installed.

"LOOSE GRAVEL" SIGN (CW8-7)

A. When construction begins, a LOOSE GRAVEL (CW8-7) sign should be erected at each end of the work area and repeated at intervals of approximately 2 miles in rural areas and closer in urban areas.

B. The LOOSE GRAVEL signs are to remain in place until the condition no longer exists.

PAVEMENT MARKINGS

A. Temporary markings for surfacing projects shall be Temporary Flexible-reflective Roadway Marker Tabs unless otherwise approved by the Engineer. Tabs are to be installed to provide true alignment for striping crews or as directed by the Engineer. Tabs will be placed at the spacing indicated. Tabs should be applied to the pavement no more than two (2) days before the surfacing is applied. After the surfacing is rolled and swept, the cover over the reflective strip shall be removed.

B. Tabs shall not be used to simulate edge lines.

C. Tab placement for overlay/inlay operations shall be as shown on the WZ(STPM) standard sheet.

COORDINATION OF SIGN LOCATIONS

A. The location of warning signs at the beginning and end of a work area are to be coordinated with other signing typically shown on the Barricade and Construction Standards for project limits to ensure adequate sign spacing.

B. Where possible the ROAD WORK AHEAD (CW20-1D), LOOSE GRAVEL (CW8-7), and NO CENTER LINE (CW8-12) signs should be placed in the sequence shown following the OBEY WARNING SIGNS STATE LAW (R20-3T) and the TRAFFIC FINES DOUBLE (R20-5T) sign, and one "X" sign spacing prior to the CONTRACTOR (C20-6T)sign typically located at or near the limits of surfacing. LOOSE GRAVEL and NO CENTER LINE signs will then be repeated as described above.

Posted Speed *	Minimum Sign Spacing "X" Distance
30	120'
35	160'
40	240'
45	320'
50	400'
55	500'
60	600'
65	700'
70	800'
75	900'

* Conventional Roads Only

TYPICAL USAGE				
MOBILE	SHORT DURATION	SHORT TERM STATIONARY	INTERMEDIATE TERM STATIONARY	LONG TERM STATIONARY
			✓	✓

GENERAL NOTES

1. The traffic control devices detailed on this sheet will be furnished and erected as directed by the Engineer on sections of roadway where tabs must be placed prior to the surfacing operation which will cover or obliterate the existing pavement markings.
2. The devices shown on this sheet are to be used to supplement those required by the BC Standards or others required elsewhere in the plans.
3. Signs shall be erected as detailed on the BC Standards or the Compliant Work Zone Traffic Control Devices List (CWZTCD) on supports approved for Long-Term / Intermediate-Term Work Zone Sign Supports.
4. When surfacing operations take place on divided highways, freeways or expressways, the size of diamond shaped construction warning signs shall be 48" x 48".
5. Signs on divided highways, freeways and expressways will be placed on both right and left sides of the roadway based on roadway conditions as directed by the Engineer.

Texas Department of Transportation | Traffic Operations Division Standard

TRAFFIC CONTROL DETAILS FOR SURFACING OPERATIONS

TCP(7-1)-13

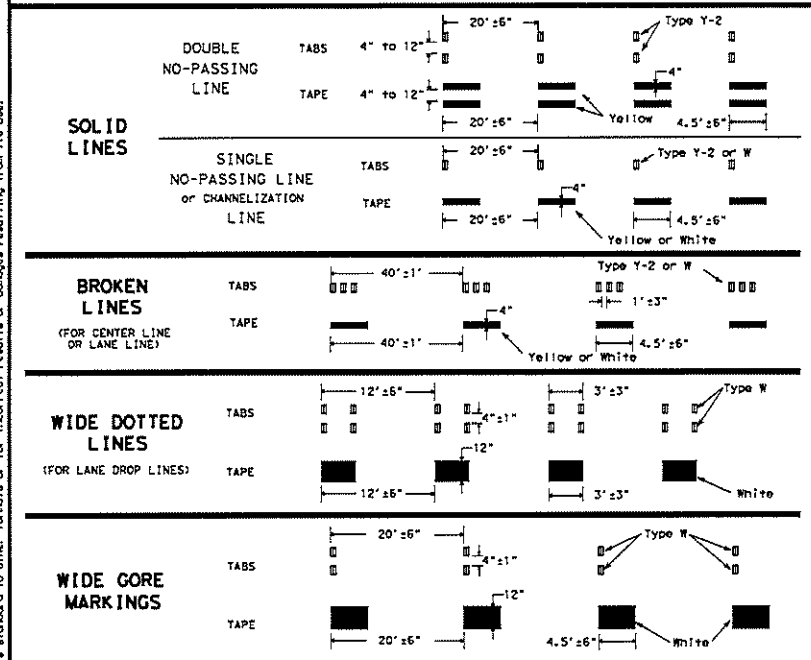
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REVISIONS		DIST	COUNTY		SHEET NO.
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WORK ZONE SHORT TERM PAVEMENT MARKINGS DETAILS



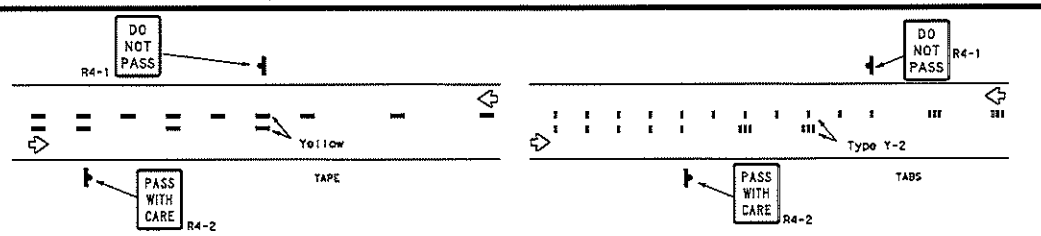
NOTES:

1. Short term pavement markings may be prefabricated markings (stick down tape) or temporary flexible-reflective roadway marker tabs unless otherwise specified elsewhere in plans.
2. Short term pavement markings shall NOT be used to simulate edge lines.
3. Dimensions indicated on this sheet are typical and approximate. Variations in size and height may occur between markers or devices made by manufacturers, by as much as 1/4 inch, unless otherwise noted.
4. Temporary flexible-reflective roadway marker tabs will require normal maintenance replacement when used on roadways with an ADT per lane of up to 7500 vehicles with no more than 10% truck mix. When roadways exceed these values, additional maintenance replacement of devices should be planned.
5. No segment of roadway open to traffic shall remain without permanent pavement markings for a period greater than 14 calendar days. The Contractor will be responsible for maintaining short term pavement markings until permanent pavement markings are in place. When the Contractor is responsible for placement of permanent pavement markings, no segment of roadway shall remain without permanent pavement markings for a period greater than 14 calendar days unless weather conditions prohibit placement. Permanent pavement markings shall be placed as soon as weather permits.
6. For two lane, two-way roadways, DO NOT PASS signs shall be erected to mark the beginning of sections where passing is prohibited and PASS WITH CARE signs shall be erected to mark the beginning of sections where passing is permitted. Signs shall be in accordance with the "Texas Manual on Uniform Traffic Control Devices" (TMUTCD) and may be used to indicate the limits of no-passing zones for up to 14 calendar days. Permanent pavement markings should then be placed.
7. For low volume two lane, two-way roadways of 4000 ADT or less, no-passing lines may be omitted when approved by the Engineer. DO NOT PASS and PASS WITH CARE signs shall be erected (see note 6).
8. For exit gores where a lane is being dropped place wide gore markings or retroreflective channelizing devices to guide motorist through the exit. If channelizing devices are to be used it should be noted elsewhere in the plans. One piece cones are not allowed for this purpose.

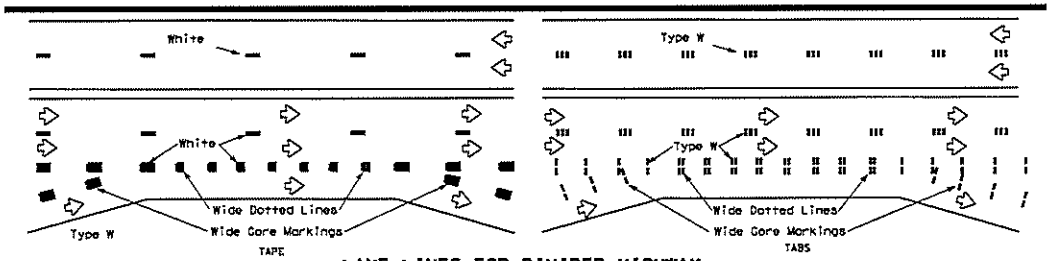
TEMPORARY FLEXIBLE, REFLECTIVE ROADWAY MARKER TABS (TABS)

1. Temporary flexible-reflective roadway marker tabs detailed on this sheet will be designated Type Y-2 (two amber reflective surfaces with yellow body); Type Y (one amber reflective surface with yellow body); and Type W (one white or silver reflective surface with white body). Additional details may be found on BC(11).
2. Tabs shall meet requirements of Departmental Material Specification DMS-8242.
3. When dry, tabs shall be visible for a minimum distance of 200 feet during normal daylight hours and when illuminated by automobile low-beam head light at night, unless sight distance is restricted by roadway geometrics.
4. No two consecutive tabs nor four tabs per 1000 feet of line shall be missing or fail to meet the visual performance requirements of Note 3.

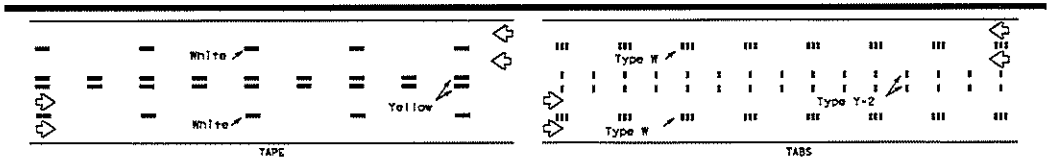
WORK ZONE SHORT TERM PAVEMENT MARKINGS PATTERNS



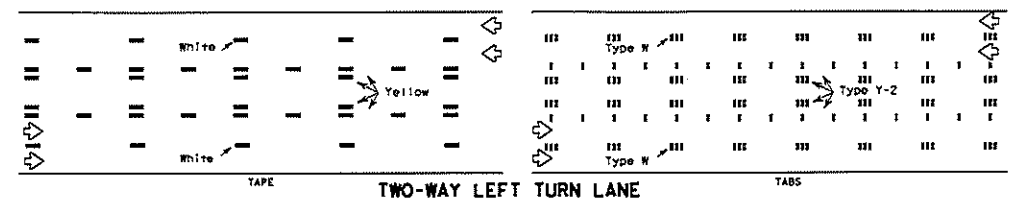
CENTER LINE & NO-PASSING ZONE BARRIER LINES FOR TWO LANE TWO-WAY HIGHWAYS



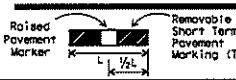
LANE LINES FOR DIVIDED HIGHWAY



LANE & CENTER LINES FOR MULTILANE UNDIVIDED HIGHWAYS



TWO-WAY LEFT TURN LANE



If raised pavement markers are used to supplement REMOVABLE short term markings, the markers shall be applied to the top of the tape at the approximate mid length of the tape. This allows an easier removal of raised markers and tape.

PREFABRICATED PAVEMENT MARKINGS

1. Temporary Removable Prefabricated Pavement Markings shall meet the requirements of DMS-8241.
2. Non-removable Prefabricated Pavement Markings shall meet the requirements of either DMS-8240 "Permanent Prefabricated Pavement Markings" or DMS-8243 "Temporary Construction-Grade Prefabricated Pavement Markings."

RAISED PAVEMENT MARKERS

1. All raised pavement markers used for work zone markings shall meet the requirements of Item 672, "RAISED PAVEMENT MARKERS" and DMS-4200.

DEPARTMENTAL MATERIAL SPECIFICATIONS (DMS) & MATERIAL PRODUCER LISTS (MPL)

1. DMSs referenced above can be found along with embedded links to their respective MPLs at the following website:
   http://www.txdot.gov/business/contractors_consultants/material_specifications/default.htm

Texas Department of Transportation

Traffic Operations Division Standard

WORK ZONE SHORT TERM PAVEMENT MARKINGS

WZ(STPM)-13

FILE:	wzstpm-13.dgn	DN: TxDOT	CK: TxDOT	DW: TxDOT	CK: TxDOT
©TxDOT	April 1992	CONT	SECT	JOB	HIGHWAY
REVISIONS		DIST	COUNTY		SHEET NO.
1-97					53 OF 143
3-03					
7-13					

Horizontal Alignment Review Report

Note: All units in this report are in feet unless specified otherwise.

Alignment Name: DARDEN

		Station	Northing	Easting
Element: Linear				
POB	( )	5+46.0870 R1	13969413.5800	2283534.4640
PC	( )	11+81.3303 R1	13969434.9600	2281149.3690
	Tangential Direction:	N 02°49'02.4356" E		
	Tangential Length:	635.2654		
Element: Circular				
PC	( )	11+81.3303 R1	13969434.9600	2281149.3690
PI	( )	12+66.0826 R1	13969437.8200	2281234.0630
CC	( )		13970103.5800	2281126.6270
PT	( )	13+49.8484 R1	13969481.6200	2281316.4360
	Radius:	675		
	Delta:	14°16'44.9663" Left		
	Degree of Curvature (Arc):	8°29'17.7451"		
	Length:	168.6161		
	Tangent:	84.7487		
	Chord:	168.177		
	Middle Ordinate:	5.2662		
	External:	5.2994		
	Tangent Direction:	N 69°54'09.4308" E		
	Radial Direction:	S 15°56'56.5640" E		
	Chord Direction:	N 80°54'48.9518" E		
	Radial Direction:	S 15°14'36.6324" E		
	Tangent Direction:	N 73°45'24.4676" E		
Element: Linear				
PT	( )	13+49.8484 R1	13969481.6200	2281316.4360
PC	( )	14+85.9967 R1	13969489.6300	2281446.9260
	Tangential Direction:	N 73°45'24.4677" E		
	Tangential Length:	136.1483		
Element: Circular				
PC	( )	14+85.9967 R1	13969489.6300	2281446.9260
PI	( )	15+68.7566 R1	13969522.7300	2281525.5090
CC	( )		13968861.7900	2281626.7340
PT	( )	16+49.8112 R1	13969529.1900	2281607.2660
	Radius:	675		
	Delta:	13°49'39.9562" Right		
	Degree of Curvature (Arc):	8°29'17.7451"		
	Length:	162.9045		
	Tangent:	81.8499		
	Chord:	162.5096		
	Middle Ordinate:	4.9095		
	External:	4.9444		
	Tangent Direction:	N 73°45'24.4676" E		
	Radial Direction:	S 16°14'35.5324" E		
	Chord Direction:	N 80°40'14.4457" E		
	Radial Direction:	S 2°24'36.6702" E		
	Tangent Direction:	N 87°35'04.4238" E		
Element: Linear				
PT	( )	16+49.8112 R1	13969529.1900	2281607.2660
PI	( )	20+00.0000 R1	13969540.9400	2281957.1640
	Tangential Direction:	N 87°35'04.4238" E		
	Tangential Length:	350.1888		
Element: Linear				
PI	( )	20+00.0000 R1	13969540.9400	2281957.1640
PC	( )	23+17.0039 R1	13969488.3200	2282269.7700
	Tangential Direction:	S 00°20'42.5639" E		
	Tangential Length:	317.0039		
Element: Circular				
PC	( )	23+17.0039 R1	13969488.3200	2282269.7700
PI	( )	23+85.7271 R1	13969476.9100	2282337.5490
CC	( )		13970163.9600	2282301.9160
PT	( )	24+53.9703 R1	13969479.3900	2282406.2190
	Radius:	675		
	Delta:	11°37'36.2819" Left		
	Degree of Curvature (Arc):	8°29'17.7451"		
	Length:	136.9744		
	Tangent:	68.7232		
	Chord:	136.7295		
	Middle Ordinate:	3.4715		
	External:	3.4854		
	Tangent Direction:	S 89°29'42.5639" E		
	Radial Direction:	S 3°32'17.4951" W		
	Chord Direction:	S 85°16'36.5447" E		
	Radial Direction:	N 2°54'18.7954" E		
	Tangent Direction:	N 87°56'41.2145" E		
Element: Linear				
PT	( )	24+53.9703 R1	13969479.3900	2282406.2190
POE	( )	32+96.8443 R1	13969509.8500	2283246.5330
	Tangential Direction:	N 87°56'41.2145" E		
	Tangential Length:	842.866		

Horizontal Alignment Review Report

Note: All units in this report are in feet unless specified otherwise.

Alignment Name: SCHOOL-NB

		Station	Northing	Easting
Element: Circular				
PC	( )	1+00.0000 R1	13969513.3200	2282822.5700
PI	( )	1+41.6532 R1	13969474.9500	2282866.3510
CC	( )		13969464.9300	2282190.7430
PT	( )	1+81.2596 R1	13969433.7200	2282912.2590
	Radius:	150		
	Delta:	31°00'19.1341" Left		
	Degree of Curvature (Arc):	38°11'49.0708"		
	Length:	81.259		
	Tangent:	41.6632		
	Chord:	80.269		
	Middle Ordinate:	5.499		
	External:	5.8758		
	Tangent Direction:	S 22°54'35.9018" W		
	Radial Direction:	N 67°05'24.1182" W		
	Chord Direction:	S 7°22'26.3427" W		
	Radial Direction:	S 81°02'16.7477" W		
	Tangent Direction:	S 8°07'43.2623" E		
Element: Linear				
PT	( )	1+81.2596 R1	13969433.7200	2282912.2590
PC	( )	1+95.4572 R1	13969419.6800	2282914.2590
	Tangential Direction:	S 8°07'43.2623" E		
	Tangential Length:	14.1982		
Element: Circular				
PC	( )	1+95.4572 R1	13969419.6800	2282914.2590
PI	( )	2+35.4023 R1	13969380.9500	2282919.9140
CC	( )		13969369.4500	2281956.7650
PT	( )	2+73.6474 R1	13969342.9900	2282906.0980
	Radius:	150		
	Delta:	29°59'59.2184" Right		
	Degree of Curvature (Arc):	38°11'49.0708"		
	Length:	78.1902		
	Tangent:	40.0051		
	Chord:	77.3075		
	Middle Ordinate:	5.066		
	External:	5.2431		
	Tangent Direction:	S 8°07'43.2623" E		
	Radial Direction:	S 81°52'16.7477" W		
	Chord Direction:	S 6°40'16.3569" W		
	Radial Direction:	N 68°15'44.0348" W		
	Tangent Direction:	S 21°44'16.9880" W		
Element: Linear				
PT	( )	2+73.6474 R1	13969342.9900	2282906.0980
PC	( )	3+16.8467 R1	13969303.6200	2281909.3690
	Tangential Direction:	S 21°44'16.9661" W		
	Tangential Length:	42.3993		
Element: Circular				
PC	( )	3+16.8467 R1	13969303.6200	2281909.3690
PI	( )	3+62.4904 R1	13969269.7500	2281876.9310
CC	( )		13969238.7000	2282151.9510
PT	( )	3+87.7346 R1	13969253.4100	2281977.0310
	Radius:	175		
	Delta:	23°28'15.3252" Left		
	Degree of Curvature (Arc):	32°44'26.6036"		
	Length:	71.6879		
	Tangent:	36.3537		
	Chord:	71.1877		
	Middle Ordinate:	3.658		
	External:	3.7351		
	Tangent Direction:	S 21°44'16.9668" W		
	Radial Direction:	N 68°15'44.0348" W		
	Chord Direction:	S 10°00'08.3915" W		
	Radial Direction:	S 89°16'00.6369" W		
	Tangent Direction:	S 1°43'59.3631" E		

Horizontal Alignment Review Report

Note: All units in this report are in feet unless specified otherwise.

Alignment Name: SCHOOL-SB

		Station	Northing	Easting
Element: Circular				
PC	( )	1+00.0000 R1	13969503.8200	2281883.3630
PI	( )	1+52.2570 R1	13969466.3500	2281907.2370
CC	( )		13968356.9900	2281916.6240
PT	( )	2+03.4676 R1	13969404.7300	2281914.0000
	Radius:	300		
	Delta:	19°45'39.1076" Right		
	Degree of Curvature (Arc):	19°05'54.9354"		
	Length:	103.4676		
	Tangent:	52.2639		
	Chord:	102.9556		
	Middle Ordinate:	4.4496		
	External:	4.5166		
	Tangent Direction:	S 87°11'53.3150" E		
	Radial Direction:	S 62°48'06.6850" W		
	Chord Direction:	S 77°19'02.9812" E		
	Radial Direction:	S 82°33'45.6926" W		
	Tangent Direction:	S 7°26'14.4074" E		
Element: Linear				
PT	( )	2+03.4676 R1	13969404.7300	2281914.0000
PC	( )	2+08.9690 R1	13969399.2900	2281914.7120
	Tangential Direction:	S 7°26'14.4074" E		
	Tangential Length:	5.5014		
Element: Circular				
PC	( )	2+08.9690 R1	13969399.2900	2281914.7120
PI	( )	2+43.1641 R1	13969365.5200	2281920.4250
CC	( )		13969421.3300	2282098.0400
PT	( )	2+85.4360 R1	13969319.7000	2281946.2090
	Radius:	175		
	Delta:	28°01'34.7096" Left		
	Degree of Curvature (Arc):	32°44'26.6036"		
	Length:	86.4669		
	Tangent:	44.136		
	Chord:	85.5901		
	Middle Ordinate:	5.3153		
	External:	5.4796		
	Tangent Direction:	S 7°26'14.4074" E		
	Radial Direction:	S 82°33'45.5926" W		
	Chord Direction:	S 21°33'31.7922" E		
	Radial Direction:	S 54°19'10.8230" W		
	Tangent Direction:	S 35°40'49.1770" E		
Element: Linear				
PT	( )	2+85.4360 R1	13969319.7000	2281946.2090
PC	( )	3+00.0752 R1	13969316.9300	2281948.9200
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	Tangential Length:	14.6392		
Element: Circular				
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PI	( )	3+42.1240 R1	13969286.9600	2281974.0690
CC	( )		13969228.3000	2281827.1790
PT	( )	3+83.9194 R1	13969298.0300	2281976.8630
	Radius:	150		
	Delta:	32°09'33.9996" Right		
	Degree of Curvature (Arc):	38°11'49.0708"		
	Length:	83.8442		
	Tangent:	43.0489		
	Chord:	82.7669		
	Middle Ordinate:	5.8202		
	External:	6.0551		
	Tangent Direction:	S 35°40'49.1770" E		
	Radial Direction:	S 54°19'10.8230" W		
	Chord Direction:	S 19°34'02.1777" E		
	Radial Direction:	S 86°16'44.8216" W		
	Tangent Direction:	S 3°43'15.1764" E		

Horizontal Alignment Review Report

Note: All units in this report are in feet unless specified otherwise.

Alignment Name: SAWYER

		Station	Northing	Easting
Element: Linear				
POB	( )	1+00.0000 R1	13969548.9400	2281957.1640
PC	( )	3+24.2266 R1	13969757.4900	2281899.0100
	Tangential Direction:	N 16°01'48.2361" W		
	Tangential Length:	224.2265		
Element: Circular				
PC	( )	3+24.2265 R1	13969757.4900	2281899.0190
PI	( )	3+58.8765 R1	13969798.9000	2281890.0330
CC	( )		13969854.7400	2282261.1910
PT	( )	3+93.3386 R1	13969826.6000	2281897.3320
	Radius:	375		
	Delta:	19°33'29.9527" Right		
	Degree of Curvature (Arc):	15°16'43.9483"		
	Length:	69.1039		
	Tangent:	34.6561		
	Chord:	69.0062		
	Middle Ordinate:	1.5867		
	External:	1.5974		
	Tangent Direction:	N 16°01'48.2361" W		
	Radial Direction:	N 74°03'13.7638" E		
	Chord Direction:	N 9°45'01.2990" W		
	Radial Direction:	N 85°31'43.9662" E		
	Tangent Direction:	N 4°28'10.3430" W		
Element: Linear				
PT	( )	3+93.3386 R1	13969826.6000	2281897.3320
POE	( )	5+24.4934 R1	13969954.4600	2281877.0910
	Tangential Direction:	N 4°28'10.3430" W		
	Tangential Length:	131.3629		

Horizontal Alignment Review Report

Note: All units in this report are in feet unless specified otherwise.

Alignment Name: SCHOOL

		Station	Northing	Easting
Element: Linear				
POB	( )	1+00.0000 R1	13969540.9400	2281957.1640
PI	( )	4+84.3526 R1	13969237.2200	2281976.9160
	Tangential Direction:	S 3°43'15.1764" E		
	Tangential Length:	384.3525		
Element: Linear				
PI	( )	4+84.3526 R1	13969237.2200	2281976.9160
POE	( )	5+42.2585 R1	13969179.3100	2281978.6660
	Tangential Direction:	S 1°43'59.3631" E		
	Tangential Length:	57.945		

12/9/2022

STATE OF TEXAS
DAVID T. SPEIDER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (FM 162)

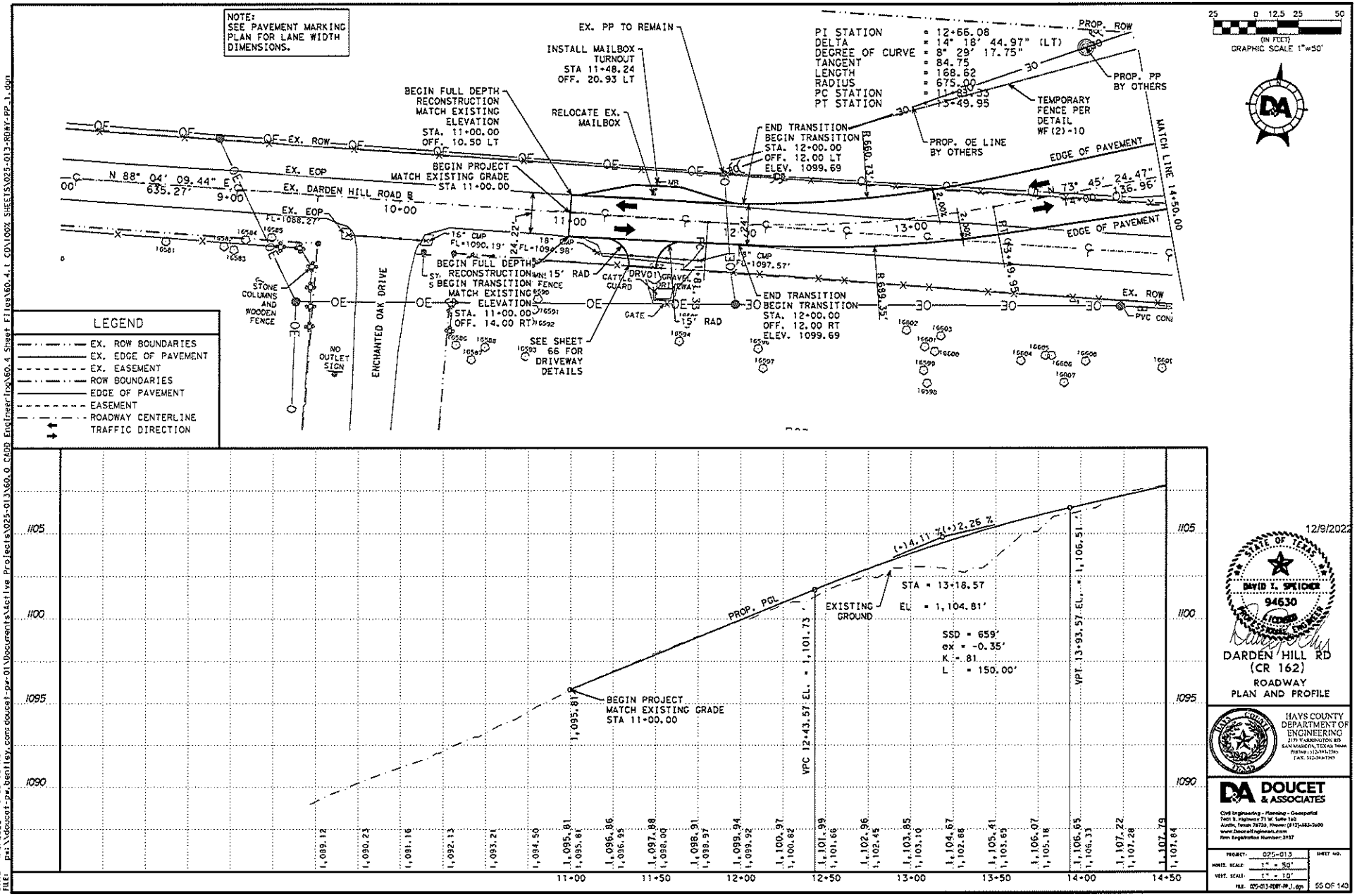
ALIGNMENT DATA

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7300
FAX: 512-393-7303

DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

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VERT. SCALE:
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SHEET NO.
54 OF 143

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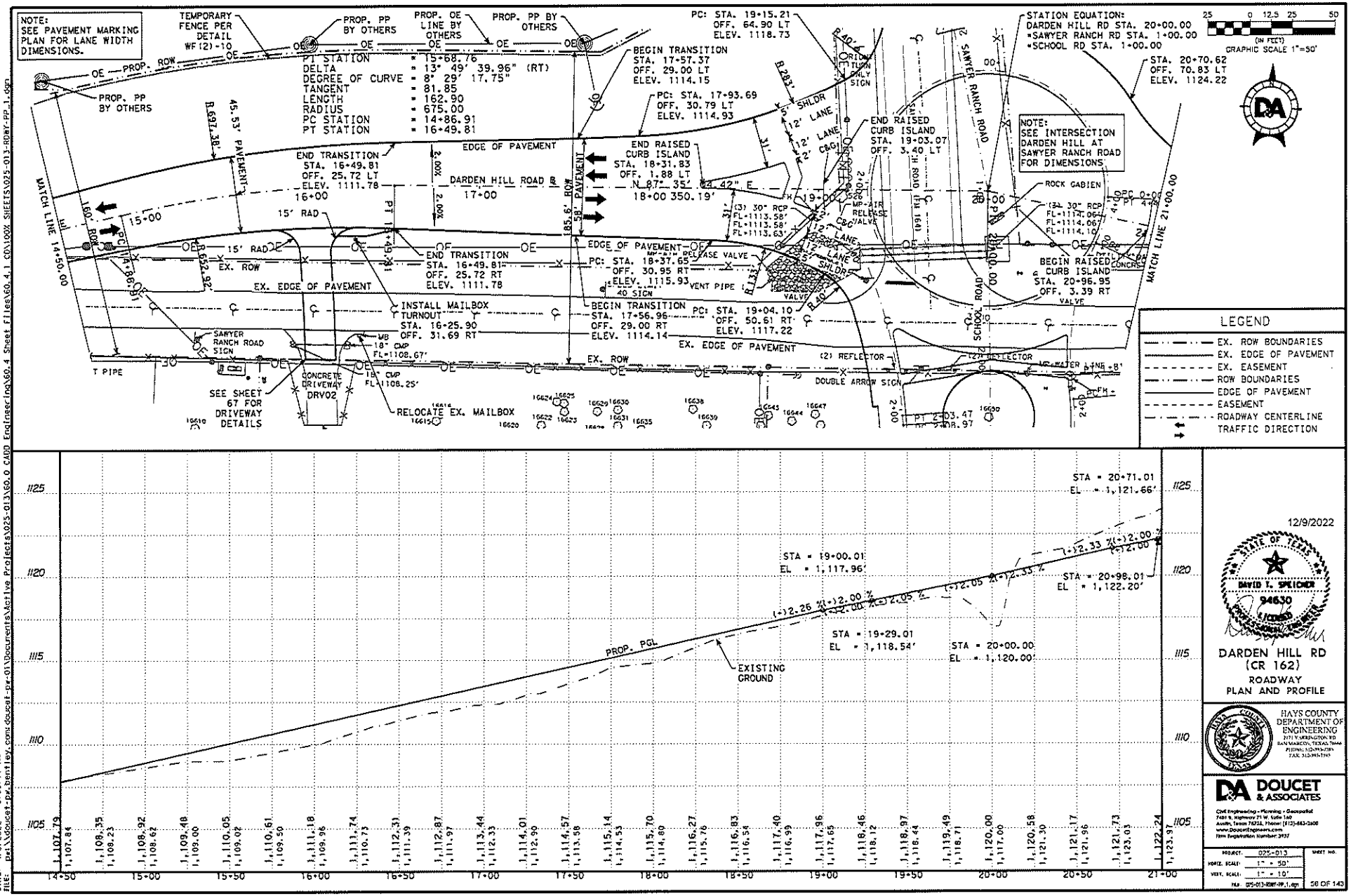
DARDEN HILL RD
(CR 162)
ROADWAY
PLAN AND PROFILE

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
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FAX: (512)393-7320

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Firm Registration Number: 3937

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VERT. SCALE: 1" = 10'
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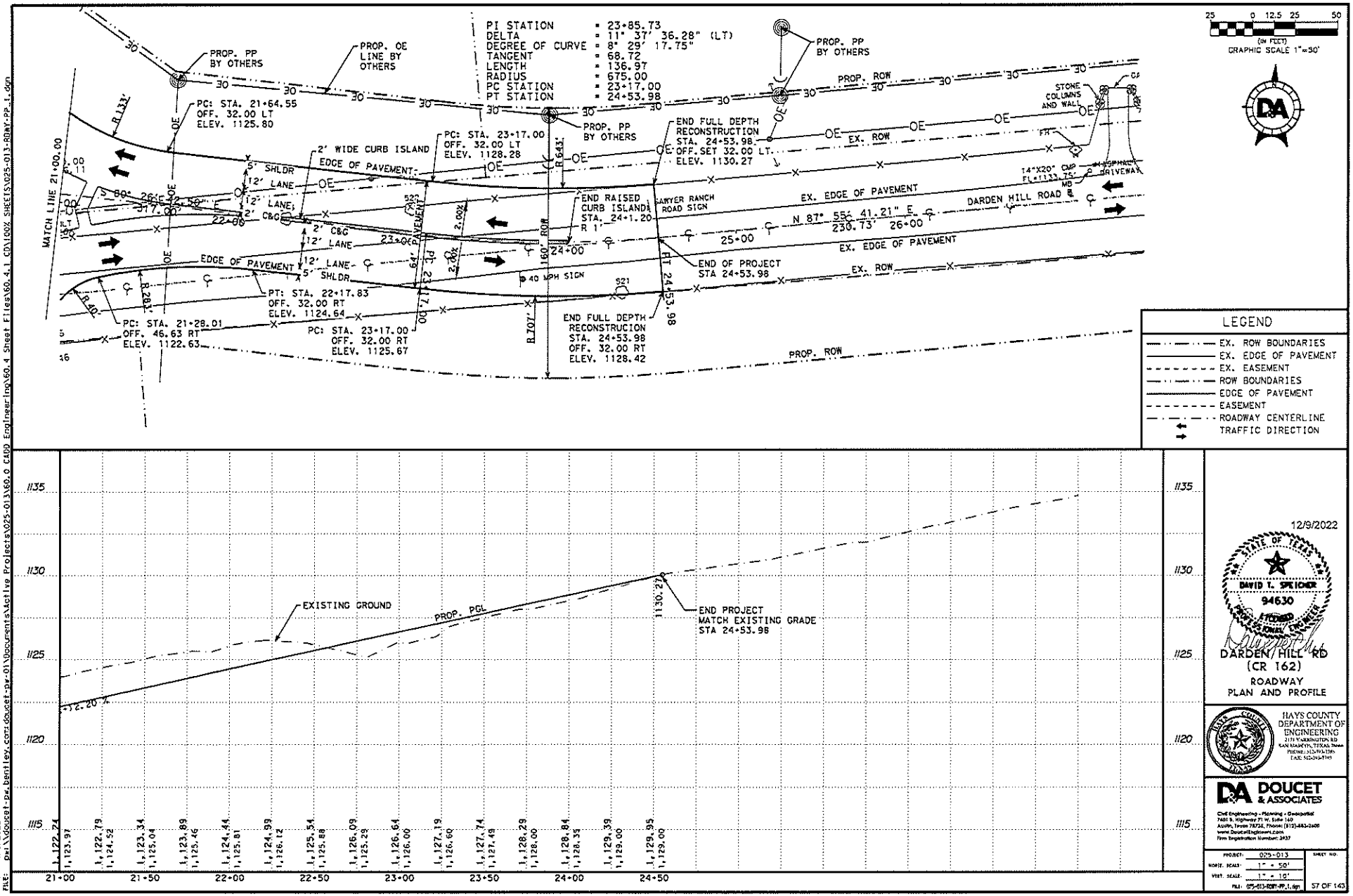
DARDEN HILL RD (CR 162)
ROADWAY
PLAN AND PROFILE

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2171 YARRINGTON RD
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PROJECT: 025-013
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VERT. SCALE: 1" = 10'
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SHEET NO. 58 OF 143

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25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

- EX. ROW BOUNDARIES
- EX. EDGE OF PAVEMENT
- EX. EASEMENT
- ROW BOUNDARIES
- EDGE OF PAVEMENT
- EASEMENT
- ROADWAY CENTERLINE
- TRAFFIC DIRECTION

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
REGISTERED
PROFESSIONAL ENGINEER

DARDEN HILL RD (CR 162)

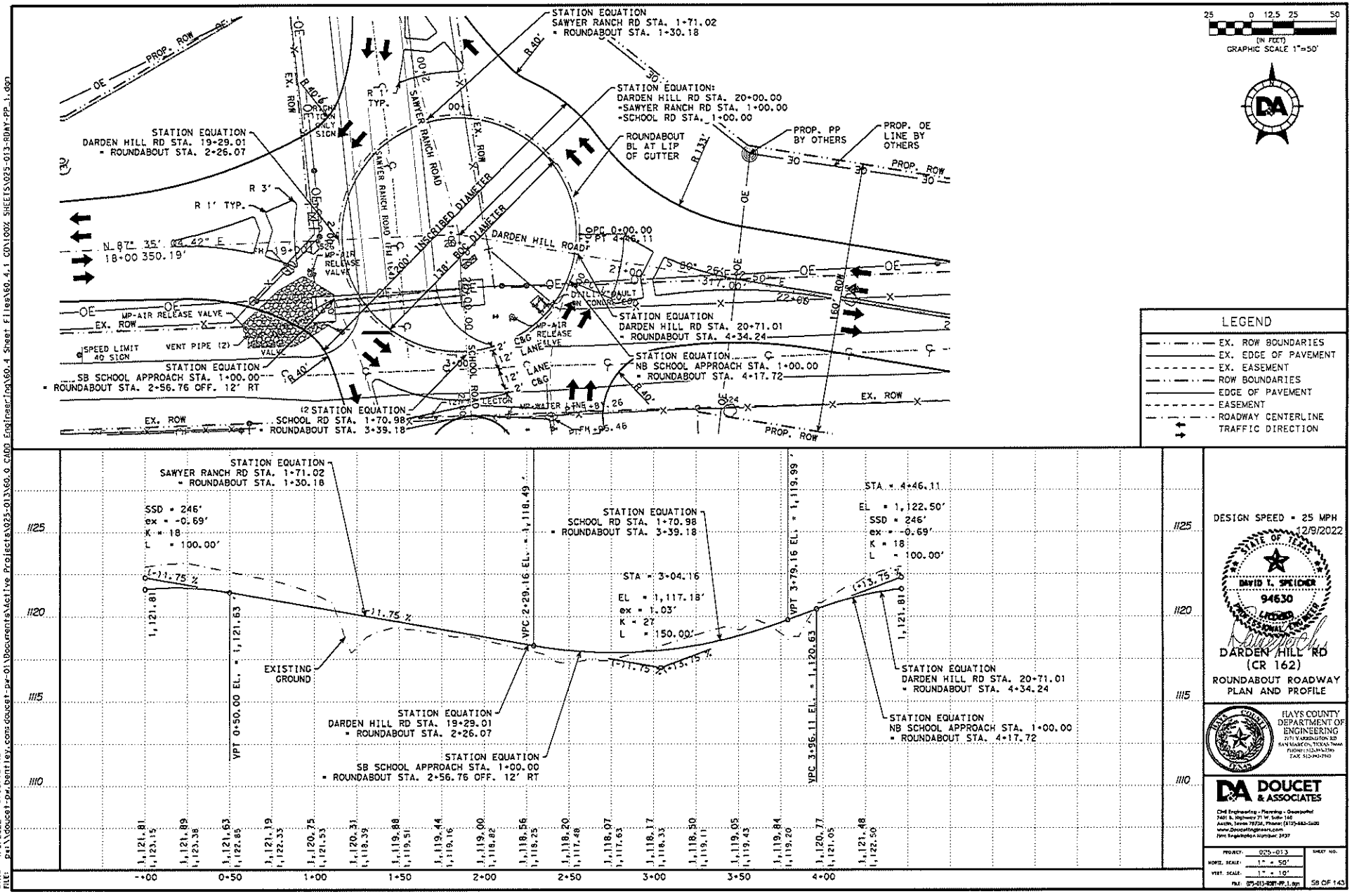
ROADWAY
PLAN AND PROFILE

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DEPARTMENT OF
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2171 YARRINGTON RD
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VERT. SCALE: 1" = 10'
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57 OF 143

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DESIGN SPEED = 25 MPH

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL RD (CR 162)

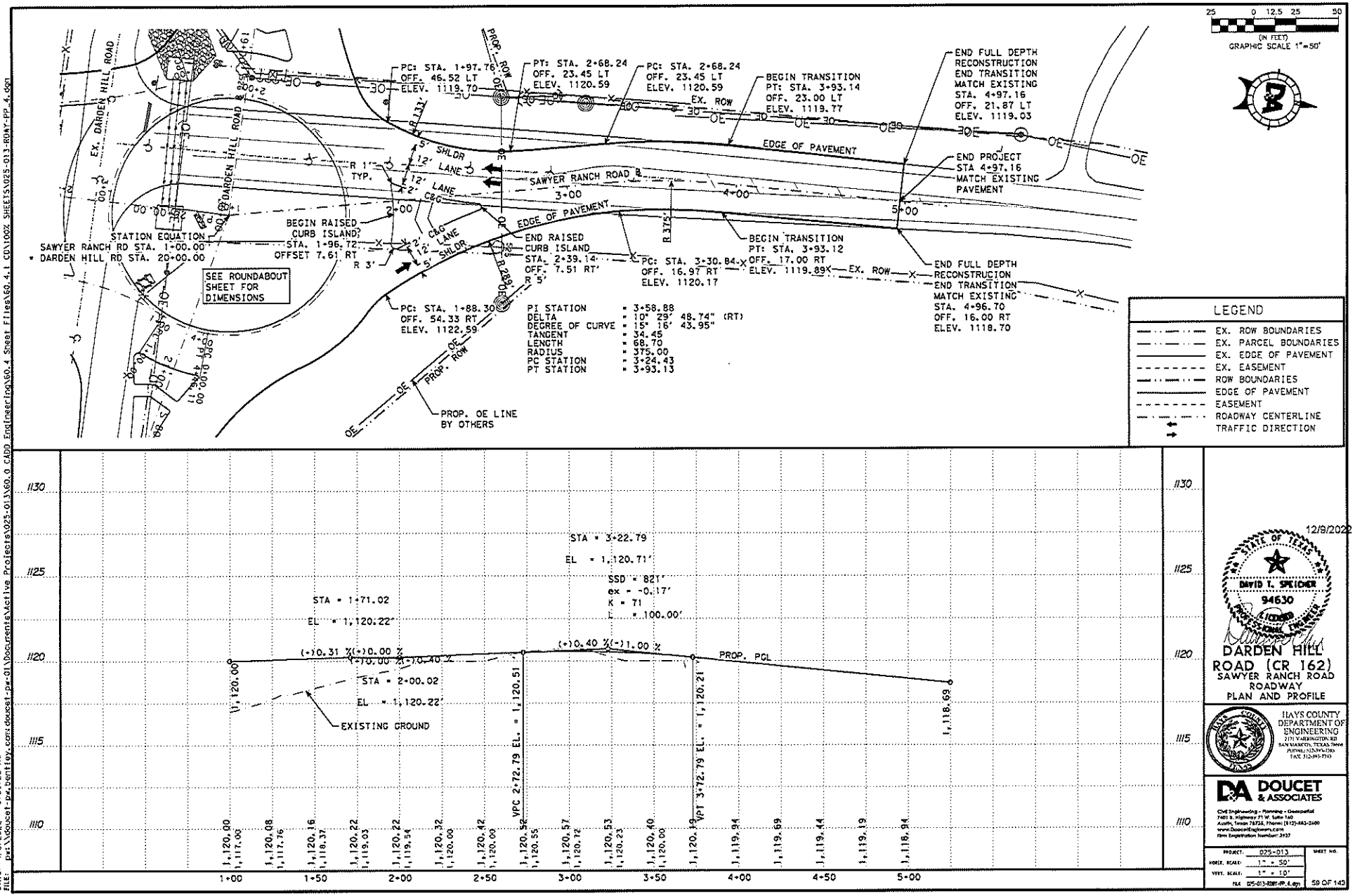
ROUNDABOUT ROADWAY PLAN AND PROFILE

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: (512) 393-7300
FAX: 512-393-7310

DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W. Suite 160
Austin, Texas 78735, Phone: (512) 583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT: 025-013
HORIZ. SCALE: 1" = 50'
VERT. SCALE: 1" = 10'
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12/9/2022

DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

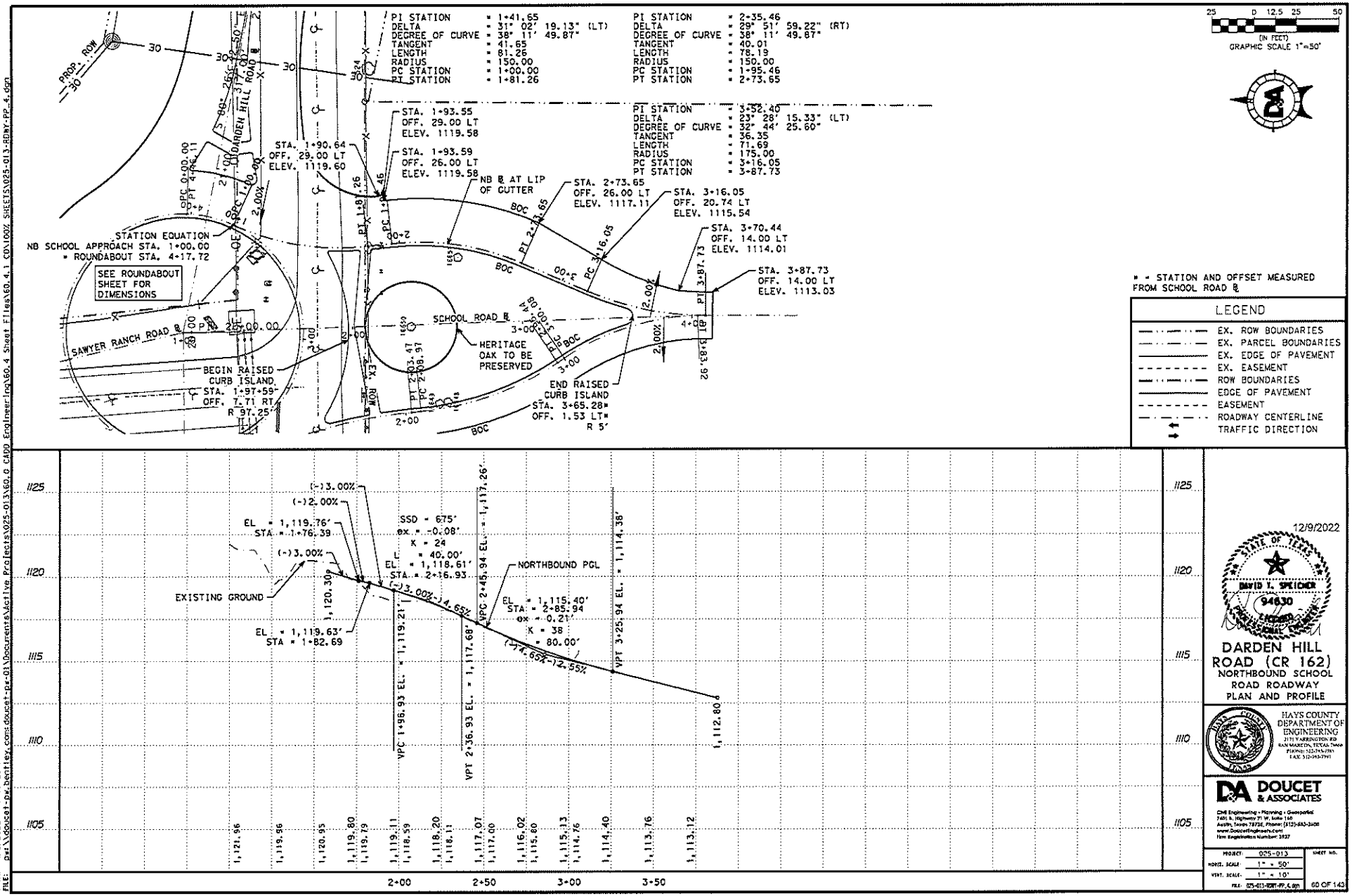
DARDEN HILL ROAD (CR 162)
SAWYER RANCH ROAD
ROADWAY
PLAN AND PROFILE

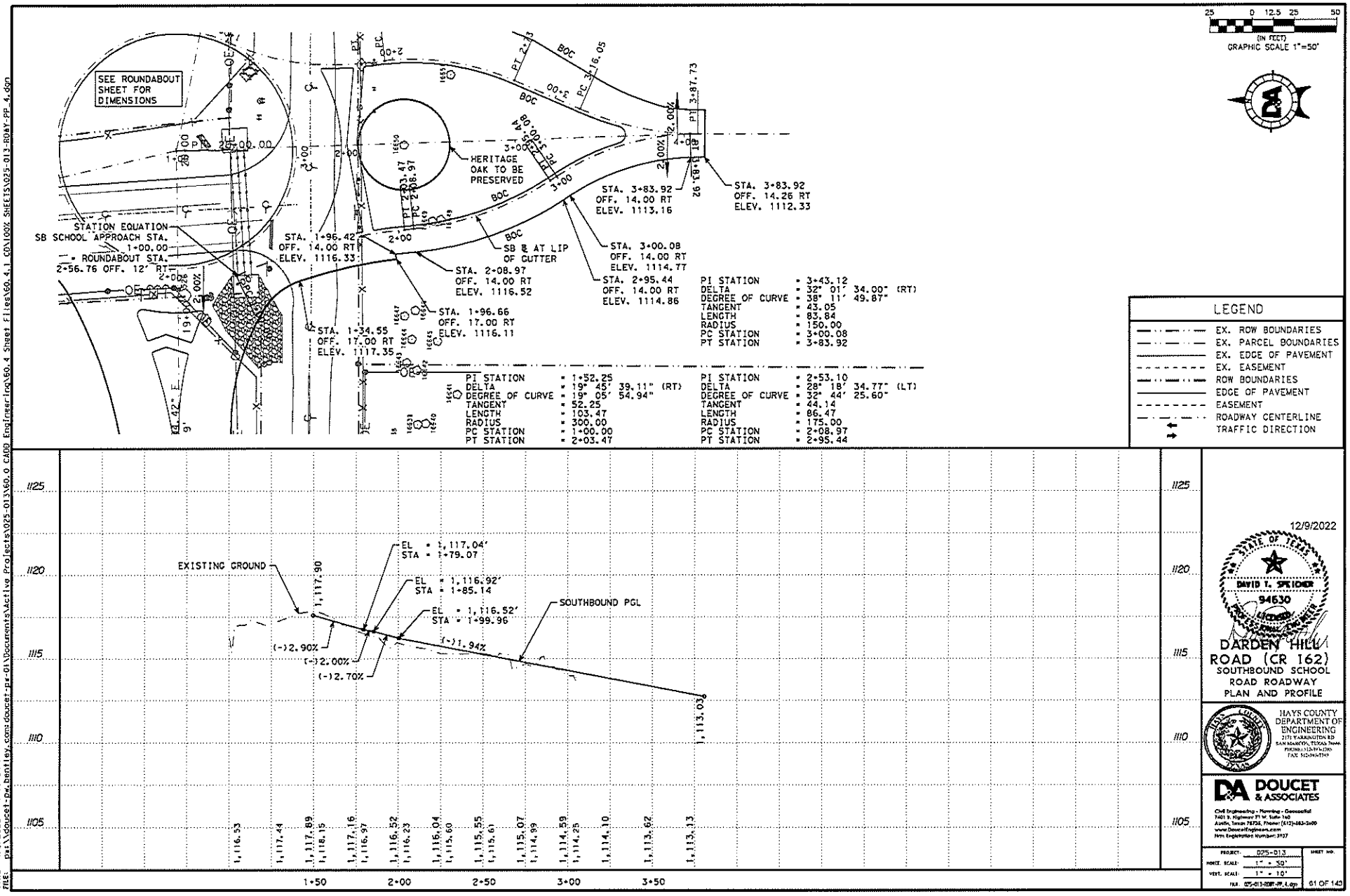
HAYS COUNTY
DEPARTMENT OF
ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: (512) 393-7307
FAX: 512-393-7310

DOUCET & ASSOCIATES
CIVIL Engineering • Planning • Geospatial
7401 B. Highway 71 W. Suite 160
Austin, Texas 78735, Phone: (512) 583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT: 025-013
HORIZ. SCALE: 1" = 50'
VERT. SCALE: 1" = 10'
FILE: 025-013-ROAY-PP_4.dgn
SHEET NO. 59 OF 143

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PI STATION = 1+41.65
DELTA = 31° 02' 19.13" (LT)
DEGREE OF CURVE = 38° 11' 49.87"
TANGENT = 41.65
LENGTH = 81.26
RADIUS = 150.00
PC STATION = 1+00.00
PT STATION = 1+81.26
PI STATION = 2+35.46
DELTA = 29° 51' 59.22" (RT)
DEGREE OF CURVE = 38° 11' 49.87"
TANGENT = 40.01
LENGTH = 78.19
RADIUS = 150.00
PC STATION = 1+95.46
PT STATION = 2+73.65
PI STATION = 3+52.40
DELTA = 23° 28' 15.33" (LT)
DEGREE OF CURVE = 32° 44' 25.60"
TANGENT = 36.35
LENGTH = 71.69
RADIUS = 175.00
PC STATION = 3+16.05
PT STATION = 3+87.73
PROP. ROW
DARDEN HILL ROAD
STA. 1+93.55
OFF. 29.00 LT
ELEV. 1119.58
STA. 1+90.64
OFF. 29.00 LT
ELEV. 1119.60
STA. 1+93.59
OFF. 26.00 LT
ELEV. 1119.58
NB ℄ AT LIP OF GUTTER
STA. 2+73.65
OFF. 26.00 LT
ELEV. 1117.11
STA. 3+16.05
OFF. 20.74 LT
ELEV. 1115.54
STA. 3+70.44
OFF. 14.00 LT
ELEV. 1114.01
STA. 3+87.73
OFF. 14.00 LT
ELEV. 1113.03
STATION EQUATION
NB SCHOOL APPROACH STA. 1+00.00
= ROUNDABOUT STA. 4+17.72
SEE ROUNDABOUT SHEET FOR DIMENSIONS
SAWYER RANCH ROAD ℄
SCHOOL ROAD ℄
HERITAGE OAK TO BE PRESERVED
BEGIN RAISED CURB ISLAND
STA. 1+97.59
OFF. 7.71 RT
R 97.25'
END RAISED CURB ISLAND
STA. 3+65.28*
OFF. 1.53 LT*
R 5'
* = STATION AND OFFSET MEASURED FROM SCHOOL ROAD ℄
LEGEND
EX. ROW BOUNDARIES
EX. PARCEL BOUNDARIES
EX. EDGE OF PAVEMENT
EX. EASEMENT
ROW BOUNDARIES
EDGE OF PAVEMENT
EASEMENT
ROADWAY CENTERLINE
TRAFFIC DIRECTION
GRAPHIC SCALE 1"=50'
EXISTING GROUND
(-)3.00%
(-)2.00%
EL = 1,119.76'
STA = 1+76.39
EL = 1,119.63'
STA = 1+82.69
SSD = 675'
ex = -0.08'
K = 24
= 40.00'
EL = 1,118.61'
STA = 2+16.93
VPC 1+96.93 EL. = 1,119.21'
VPT 2+36.93 EL. = 1,117.68'
VPC 2+45.94 EL. = 1,117.26'
NORTHBOUND PGL
EL = 1,115.40'
STA = 2+85.94
ex = -0.21'
K = 38
= 80.00'
(-)4.65%
(-)2.55%
VPT 3+25.94 EL. = 1,114.38'
1,112.80
1125
1120
1115
1110
1105
2+00
2+50
3+00
3+50
12/9/2022
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL
ENGINEER
DARDEN HILL ROAD (CR 162)
NORTHBOUND SCHOOL ROAD ROADWAY
PLAN AND PROFILE
HAYS COUNTY DEPARTMENT OF ENGINEERING
DOUCET & ASSOCIATES
PROJECT: 025-013
HORIZ. SCALE: 1" = 50'
VERT. SCALE: 1" = 10'
FILE: 025-013-RDWY-PP_4.dgn
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60 OF 143
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doucet-pz-01
doucet-pz-bentley.com



25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

- EX. ROW BOUNDARIES
- EX. PARCEL BOUNDARIES
- EX. EDGE OF PAVEMENT
- EX. EASEMENT
- ROW BOUNDARIES
- EDGE OF PAVEMENT
- EASEMENT
- ROADWAY CENTERLINE
- TRAFFIC DIRECTION

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

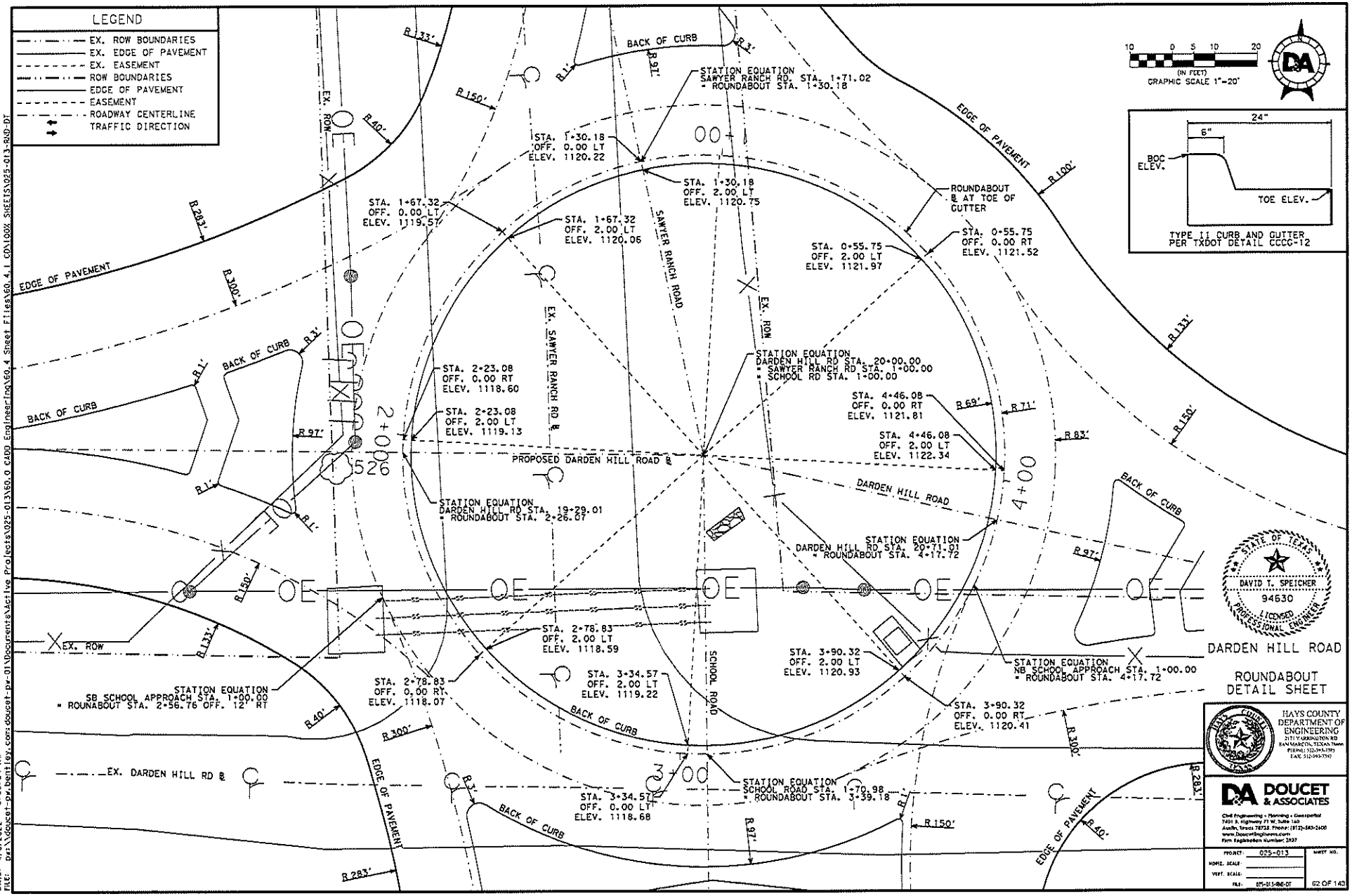
DARDEN HILL ROAD (CR 162)
SOUTHBOUND SCHOOL ROAD ROADWAY PLAN AND PROFILE

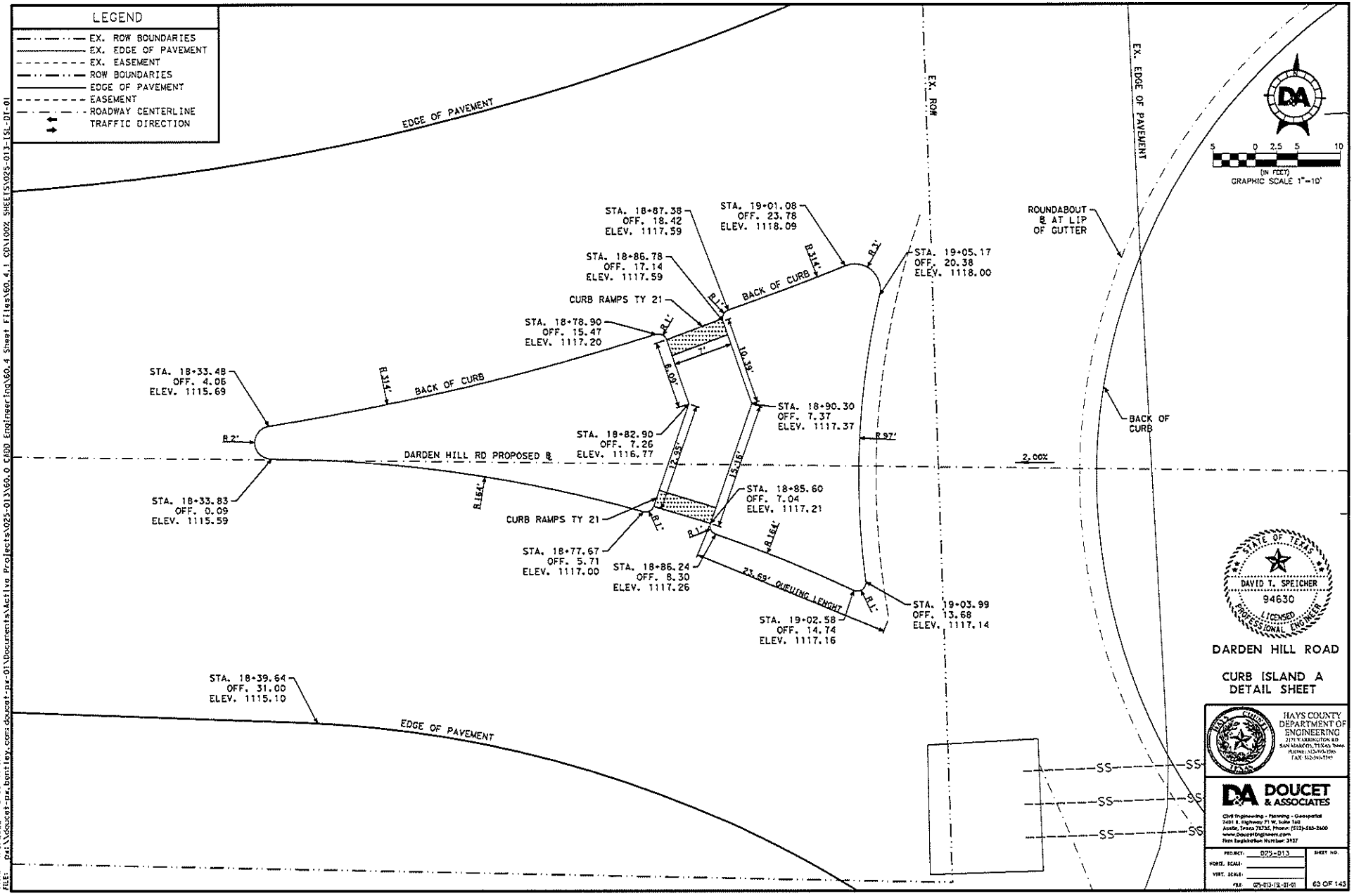
HAYS COUNTY DEPARTMENT OF ENGINEERING
211 S. WASHINGTON ST.
SAN MARCOS, TEXAS 78666
PHONE (512) 393-2300
FAX: 512-393-2326

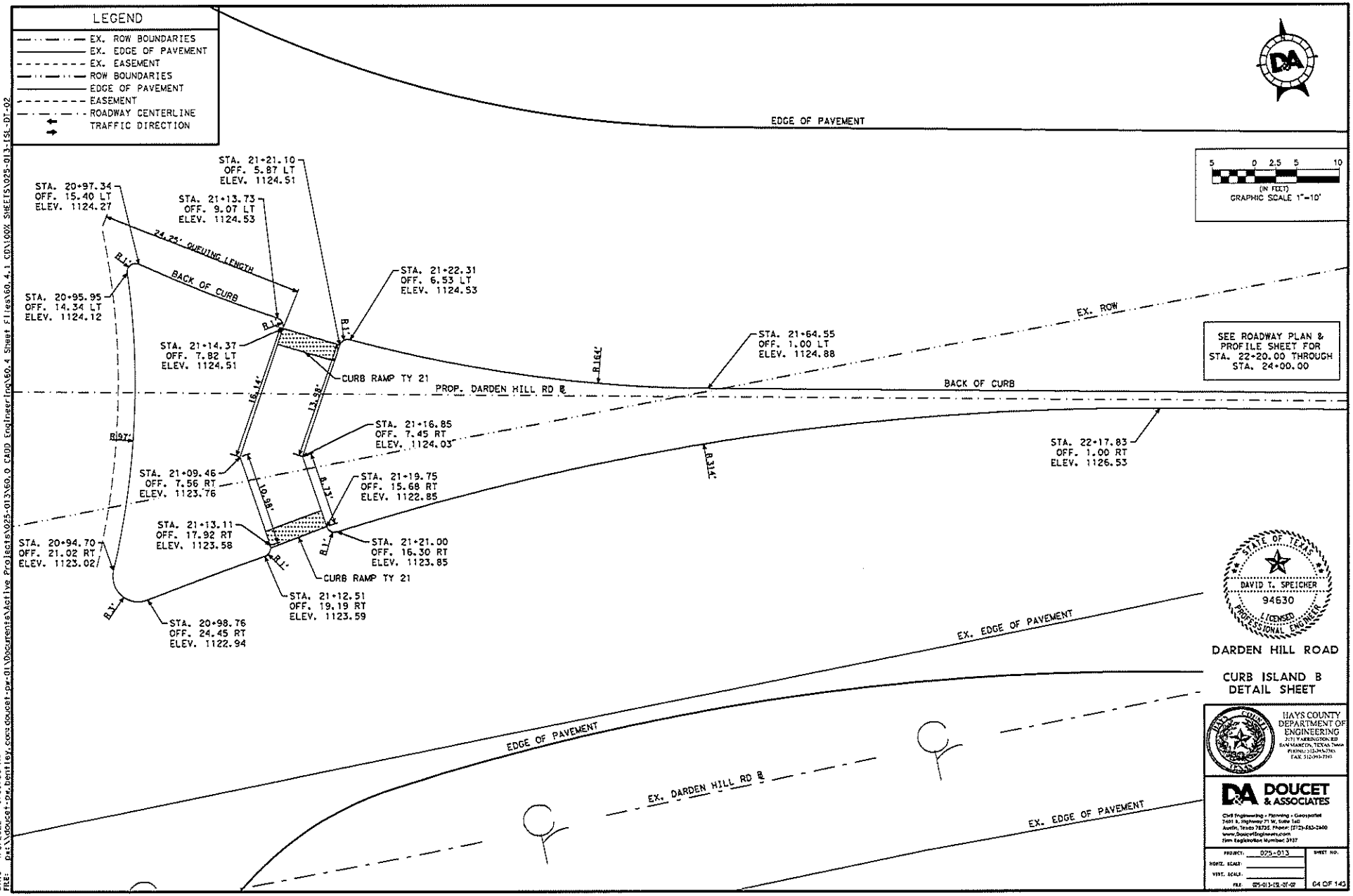
DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W. Suite 160
Austin, Texas 78735, Phone: (512) 583-2600
www.DoucetEngineers.com
Firm Registration Number: 7727

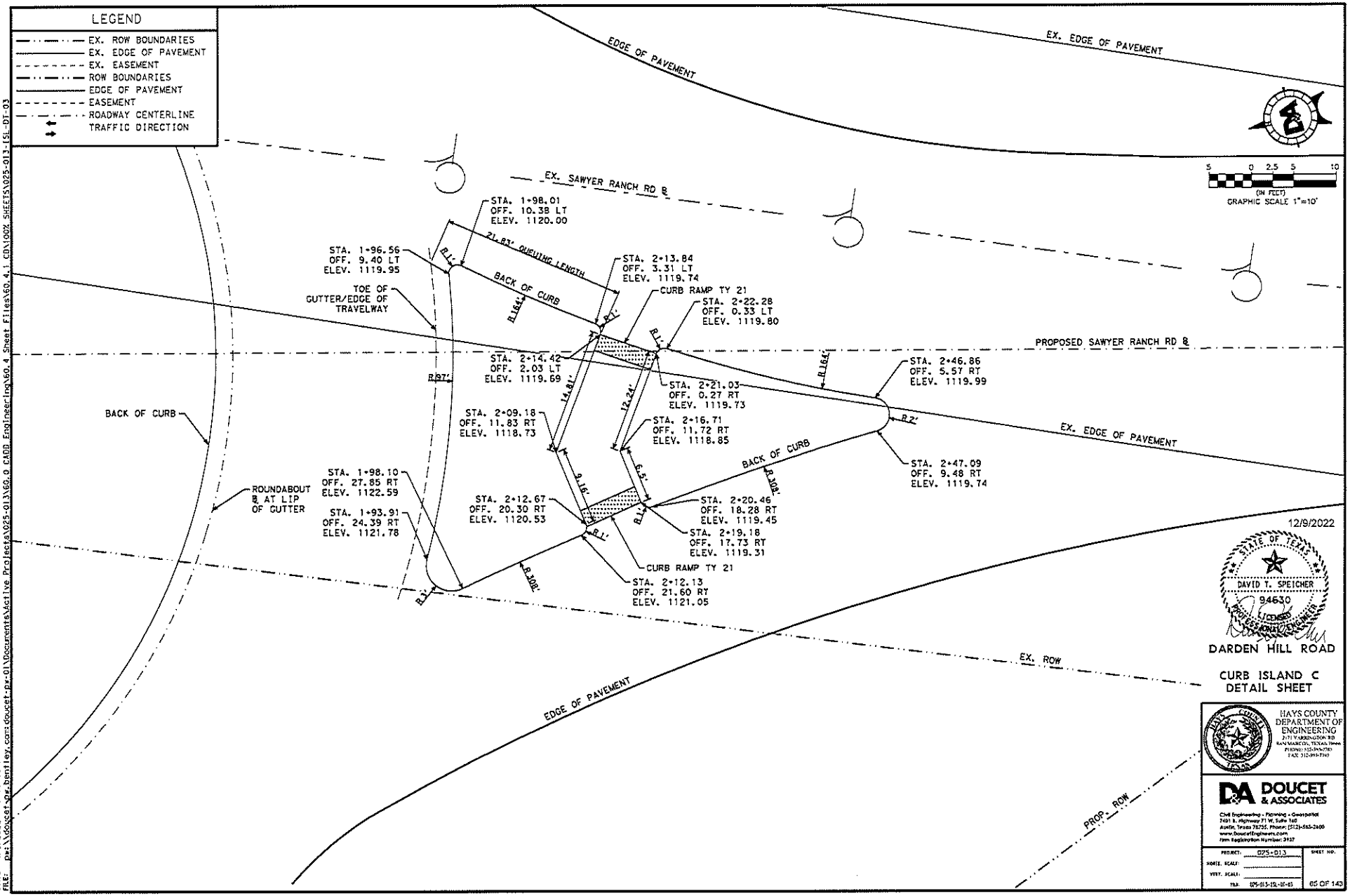
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HORIZ. SCALE: 1" = 50'
VERT. SCALE: 1" = 10'
FILE: 025-013-ROAY-PP_4.dgn
SHEET NO.
61 OF 140

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LEGEND
EX. ROW BOUNDARIES
EX. EDGE OF PAVEMENT
EX. EASEMENT
ROW BOUNDARIES
EDGE OF PAVEMENT
EASEMENT
ROADWAY CENTERLINE
TRAFFIC DIRECTION
GRAPHIC SCALE 1"=20'
TYPE II CURB AND GUTTER PER TXDOT DETAIL CCCG-12
STATION EQUATION SAWYER RANCH RD. STA. 1+71.02 = ROUNDABOUT STA. 1+30.18
STA. 1+30.18 OFF. 0.00 LT ELEV. 1120.22
STA. 1+30.18 OFF. 2.00 LT ELEV. 1120.75
STA. 1+67.32 OFF. 0.00 LT ELEV. 1119.57
STA. 1+67.32 OFF. 2.00 LT ELEV. 1120.06
ROUNDABOUT @ AT TOE OF GUTTER
STA. 0+55.75 OFF. 2.00 LT ELEV. 1121.97
STA. 0+55.75 OFF. 0.00 RT ELEV. 1121.52
STATION EQUATION DARDEN HILL RD STA. 20+00.00 = SAWYER RANCH RD STA. 1+00.00 SCHOOL RD STA. 1+00.00
STA. 2+23.08 OFF. 0.00 RT ELEV. 1118.60
STA. 2+23.08 OFF. 2.00 LT ELEV. 1119.13
STA. 4+46.08 OFF. 0.00 RT ELEV. 1121.81
STA. 4+46.08 OFF. 2.00 LT ELEV. 1122.34
STATION EQUATION DARDEN HILL RD STA. 19+29.01 = ROUNDABOUT STA. 2+26.07
STATION EQUATION DARDEN HILL RD STA. 20+71.01 = ROUNDABOUT STA. 4+17.72
STA. 2+78.83 OFF. 2.00 LT ELEV. 1118.59
STA. 3+90.32 OFF. 2.00 LT ELEV. 1120.93
STA. 3+34.57 OFF. 2.00 LT ELEV. 1119.22
STATION EQUATION NB SCHOOL APPROACH STA. 1+00.00 = ROUNDABOUT STA. 4+17.72
STATION EQUATION SB SCHOOL APPROACH STA. 1+00.00 = ROUNABOUT STA. 2+56.76 OFF. 12' RT
STA. 2+78.83 OFF. 0.00 RT ELEV. 1118.07
STA. 3+90.32 OFF. 0.00 RT ELEV. 1120.41
STATION EQUATION SCHOOL ROAD STA. 1+70.98 = ROUNDABOUT STA. 3+39.18
STA. 3+34.57 OFF. 0.00 LT ELEV. 1118.68
EX. ROW
EX. DARDEN HILL RD @
PROPOSED DARDEN HILL ROAD @
DARDEN HILL ROAD
SAWYER RANCH ROAD
EX. SAWYER RANCH RD @
SCHOOL ROAD
EDGE OF PAVEMENT
BACK OF CURB
DAVID T. SPEICHER 94630 LICENSED PROFESSIONAL ENGINEER
DARDEN HILL ROAD
ROUNDABOUT DETAIL SHEET
HAYS COUNTY DEPARTMENT OF ENGINEERING
DOUCET & ASSOCIATES
PROJECT: 025-013
SHEET NO.
62 OF 143
DATE: 4/8/2022 8:59:34 AM
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LEGEND
EX. ROW BOUNDARIES
EX. EDGE OF PAVEMENT
EX. EASEMENT
ROW BOUNDARIES
EDGE OF PAVEMENT
EASEMENT
ROADWAY CENTERLINE
TRAFFIC DIRECTION
EDGE OF PAVEMENT
EX. ROW
EX. EDGE OF PAVEMENT
ROUNDABOUT @ AT LIP OF GUTTER
BACK OF CURB
STA. 18+87.38
OFF. 18.42
ELEV. 1117.59
STA. 19+01.08
OFF. 23.78
ELEV. 1118.09
STA. 19+05.17
OFF. 20.38
ELEV. 1118.00
STA. 18+86.78
OFF. 17.14
ELEV. 1117.59
CURB RAMPS TY 21
STA. 18+78.90
OFF. 15.47
ELEV. 1117.20
STA. 18+33.48
OFF. 4.06
ELEV. 1115.69
STA. 18+90.30
OFF. 7.37
ELEV. 1117.37
STA. 18+82.90
OFF. 7.26
ELEV. 1116.77
DARDEN HILL RD PROPOSED ℄
2.00%
STA. 18+33.83
OFF. 0.09
ELEV. 1115.59
STA. 18+85.60
OFF. 7.04
ELEV. 1117.21
CURB RAMPS TY 21
STA. 18+77.67
OFF. 5.71
ELEV. 1117.00
STA. 18+86.24
OFF. 8.30
ELEV. 1117.26
23.69' QUEUING LENGHT
STA. 19+03.99
OFF. 13.68
ELEV. 1117.14
STA. 19+02.58
OFF. 14.74
ELEV. 1117.16
STA. 18+39.64
OFF. 31.00
ELEV. 1115.10
EDGE OF PAVEMENT
SS
5 0 2.5 5 10
(IN FEET)
GRAPHIC SCALE 1"=10'
DAVID T. SPEICHER
94630
LICENSED PROFESSIONAL ENGINEER
STATE OF TEXAS
DARDEN HILL ROAD
CURB ISLAND A
DETAIL SHEET
HAYS COUNTY DEPARTMENT OF ENGINEERING
DOUCET & ASSOCIATES
PROJECT: 025-013
SHEET NO.
63 OF 143
DATE: 4/8/2022 8:59:47 AM
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LEGEND
EX. ROW BOUNDARIES
EX. EDGE OF PAVEMENT
EX. EASEMENT
ROW BOUNDARIES
EDGE OF PAVEMENT
EASEMENT
ROADWAY CENTERLINE
TRAFFIC DIRECTION
EDGE OF PAVEMENT
STA. 21+21.10
OFF. 5.87 LT
ELEV. 1124.51
STA. 20+97.34
OFF. 15.40 LT
ELEV. 1124.27
STA. 21+13.73
OFF. 9.07 LT
ELEV. 1124.53
24.25' QUEUING LENGTH
BACK OF CURB
STA. 21+22.31
OFF. 6.53 LT
ELEV. 1124.53
STA. 20+95.95
OFF. 14.34 LT
ELEV. 1124.12
STA. 21+14.37
OFF. 7.82 LT
ELEV. 1124.51
CURB RAMP TY 21
STA. 21+64.55
OFF. 1.00 LT
ELEV. 1124.88
EX. ROW
PROP. DARDEN HILL RD ℄
BACK OF CURB
STA. 21+16.85
OFF. 7.45 RT
ELEV. 1124.03
STA. 22+17.83
OFF. 1.00 RT
ELEV. 1126.53
STA. 21+09.46
OFF. 7.56 RT
ELEV. 1123.76
STA. 21+19.75
OFF. 15.68 RT
ELEV. 1122.85
STA. 21+13.11
OFF. 17.92 RT
ELEV. 1123.58
STA. 21+21.00
OFF. 16.30 RT
ELEV. 1123.85
STA. 20+94.70
OFF. 21.02 RT
ELEV. 1123.02
CURB RAMP TY 21
STA. 21+12.51
OFF. 19.19 RT
ELEV. 1123.59
STA. 20+98.76
OFF. 24.45 RT
ELEV. 1122.94
EX. EDGE OF PAVEMENT
EDGE OF PAVEMENT
EX. DARDEN HILL RD ℄
EX. EDGE OF PAVEMENT
5 0 2.5 5 10
(IN FEET)
GRAPHIC SCALE 1"=10'
SEE ROADWAY PLAN & PROFILE SHEET FOR STA. 22+20.00 THROUGH STA. 24+00.00
STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER
DARDEN HILL ROAD
CURB ISLAND B
DETAIL SHEET
HAYS COUNTY
DEPARTMENT OF
ENGINEERING
DOUCET
& ASSOCIATES
PROJECT: 025-013
SHEET NO.
04 OF 143
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12/9/2022

STATE OF TEXAS
DAVID T. SPETCHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD

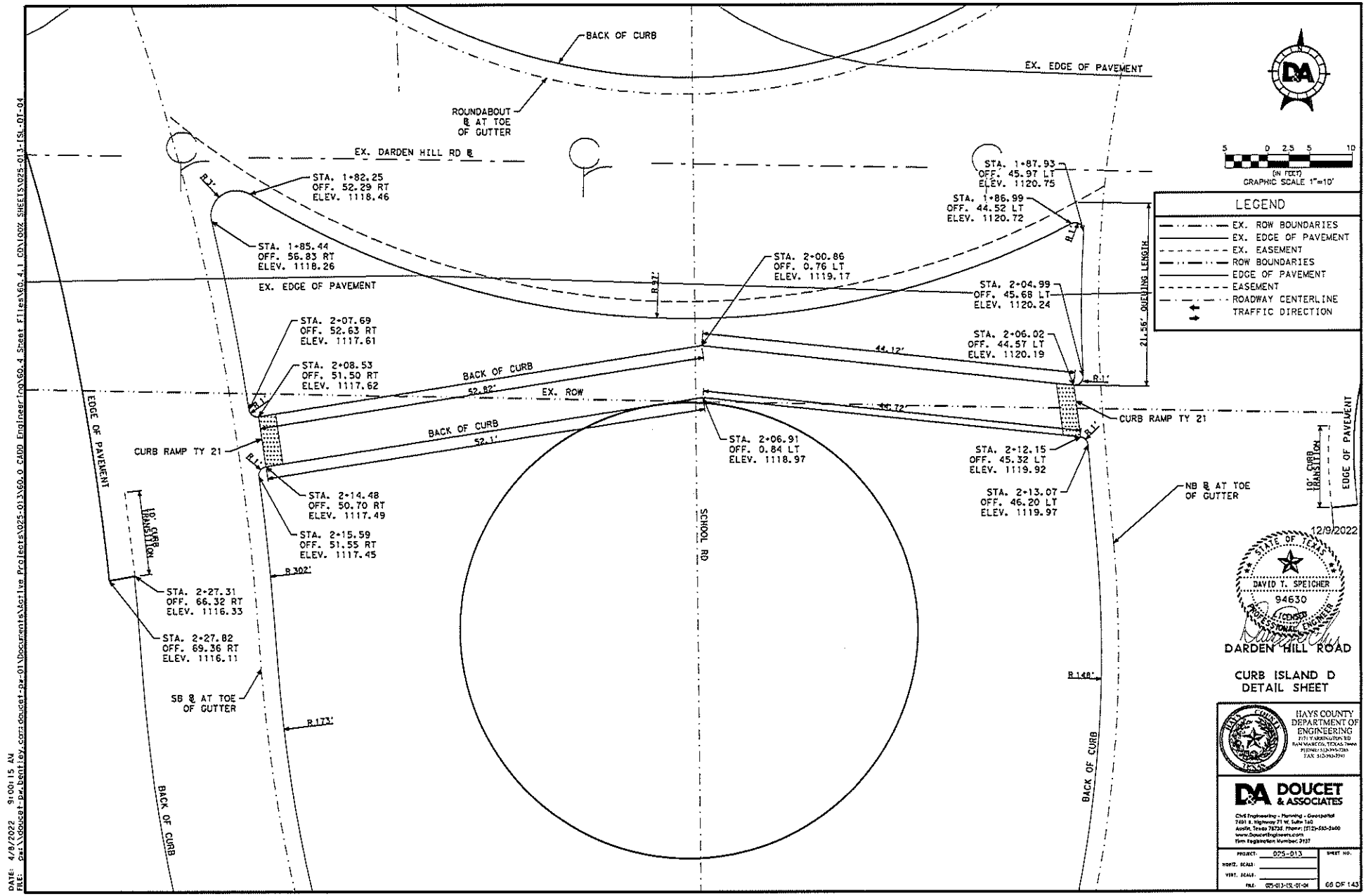
CURB ISLAND C
DETAIL SHEET

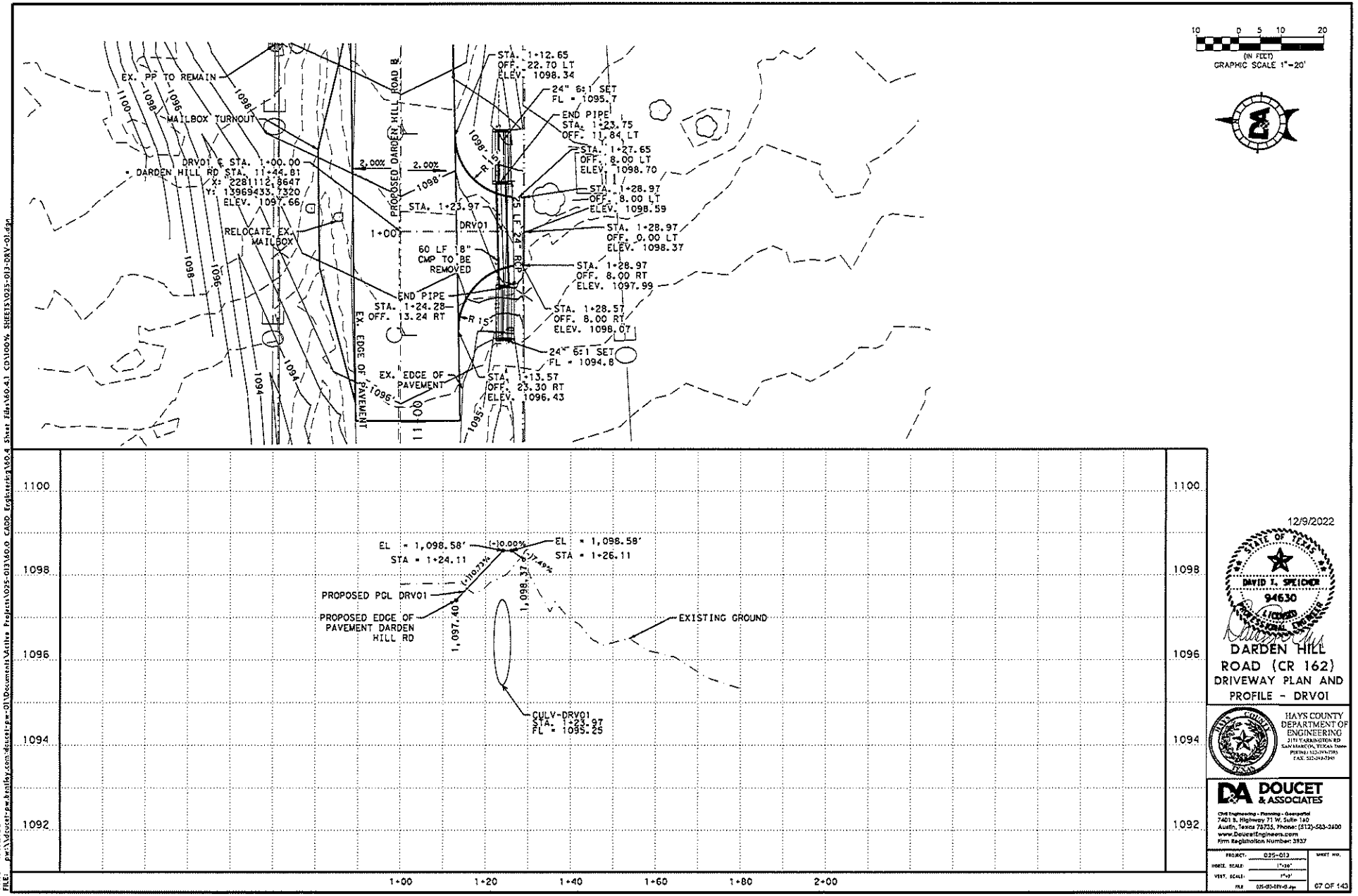
HAYS COUNTY
DEPARTMENT OF
ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7307
FAX: 512-393-7310

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Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735. Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT: 025-013
HORIZ. SCALE:
VERT. SCALE:
TSA: 025-013-152-01-03
SHEET NO.
65 OF 143

DATE: 4/8/2022 9:00:06 AM
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BACK OF CURB
EX. EDGE OF PAVEMENT
ROUNDABOUT
℄ AT TOE
OF GUTTER
EX. DARDEN HILL RD ℄
STA. 1+82.25
OFF. 52.29 RT
ELEV. 1118.46
STA. 1+85.44
OFF. 56.83 RT
ELEV. 1118.26
EX. EDGE OF PAVEMENT
STA. 1+87.93
OFF. 45.97 LT
ELEV. 1120.75
STA. 1+86.99
OFF. 44.52 LT
ELEV. 1120.72
STA. 2+00.86
OFF. 0.76 LT
ELEV. 1119.17
STA. 2+04.99
OFF. 45.68 LT
ELEV. 1120.24
21.56' QUEUING LENGTH
STA. 2+07.69
OFF. 52.63 RT
ELEV. 1117.61
STA. 2+08.53
OFF. 51.50 RT
ELEV. 1117.62
STA. 2+06.02
OFF. 44.57 LT
ELEV. 1120.19
44.12'
BACK OF CURB
52.82'
EX. ROW
BACK OF CURB
52.11'
44.72'
CURB RAMP TY 21
CURB RAMP TY 21
STA. 2+06.91
OFF. 0.84 LT
ELEV. 1118.97
STA. 2+12.15
OFF. 45.32 LT
ELEV. 1119.92
STA. 2+13.07
OFF. 46.20 LT
ELEV. 1119.97
NB ℄ AT TOE
OF GUTTER
10' CURB TRANSITION
EDGE OF PAVEMENT
EDGE OF PAVEMENT
10' CURB TRANSITION
STA. 2+14.48
OFF. 50.70 RT
ELEV. 1117.49
STA. 2+15.59
OFF. 51.55 RT
ELEV. 1117.45
SCHOOL RD
R 302'
STA. 2+27.31
OFF. 66.32 RT
ELEV. 1116.33
STA. 2+27.82
OFF. 69.36 RT
ELEV. 1116.11
SB ℄ AT TOE
OF GUTTER
R 173'
R 148'
BACK OF CURB
BACK OF CURB
LEGEND
EX. ROW BOUNDARIES
EX. EDGE OF PAVEMENT
EX. EASEMENT
ROW BOUNDARIES
EDGE OF PAVEMENT
EASEMENT
ROADWAY CENTERLINE
TRAFFIC DIRECTION
5 0 2.5 5 10
(IN FEET)
GRAPHIC SCALE 1"=10'
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12/9/2022
STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER
DARDEN HILL ROAD
CURB ISLAND D
DETAIL SHEET
HAYS COUNTY
DEPARTMENT OF
ENGINEERING
DOUCET
& ASSOCIATES
PROJECT: 025-013
SHEET NO.
66 OF 143



DATE: 4/8/2022 9:00:24 AM
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12/9/2022

STATE OF TEXAS
DAVID K. SPEICHER
94630
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PROFESSIONAL ENGINEER

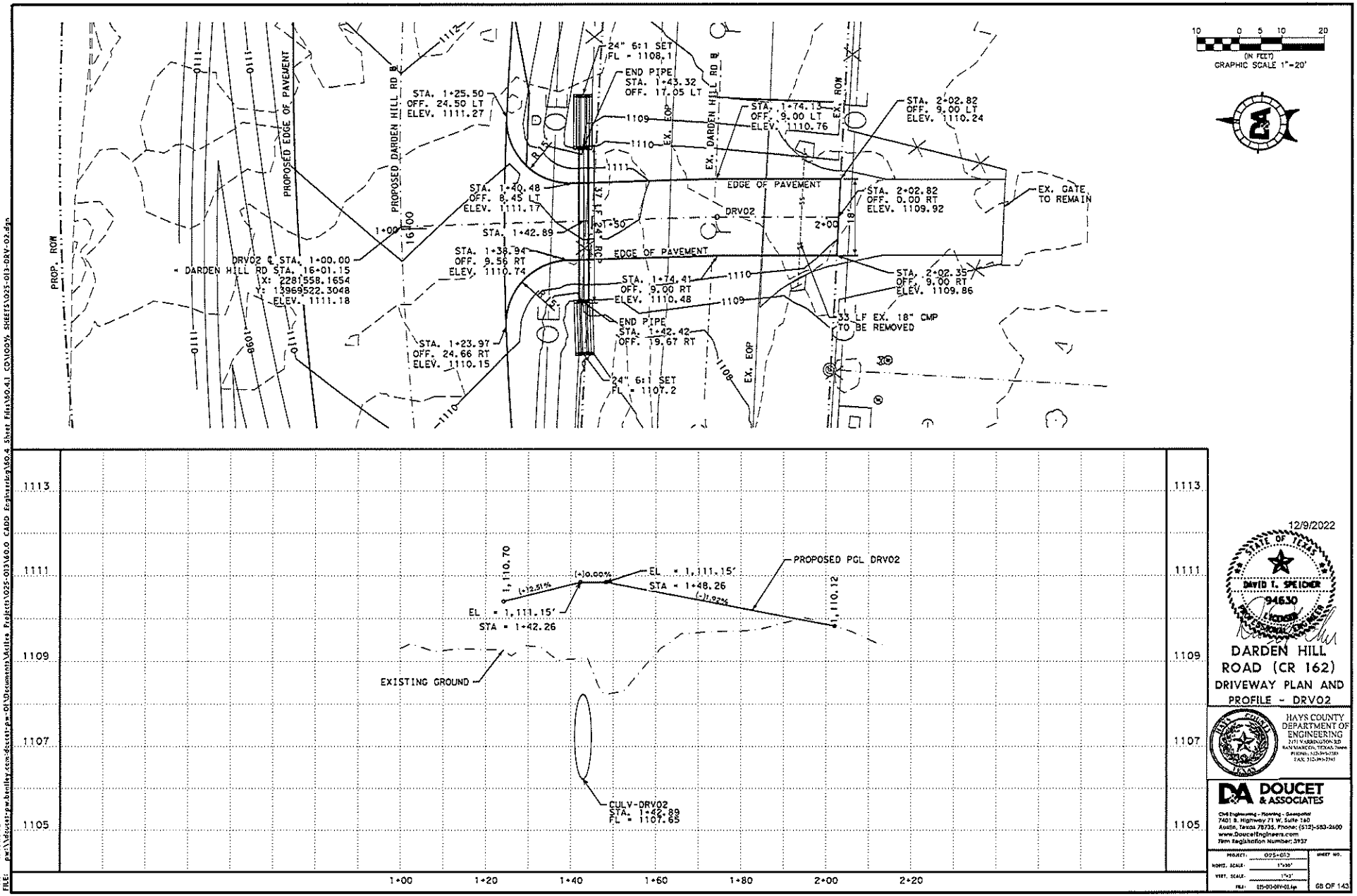
DARDEN HILL ROAD (CR 162) DRIVEWAY PLAN AND PROFILE - DRV01

HAYS COUNTY DEPARTMENT OF ENGINEERING
211 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7305
FAX: 512-393-7360

DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT:	025-013
HORIZ. SCALE:	1"=20'
VERT. SCALE:	1"=5'
FILE	025-013-DRV-01.dgn

SHEET NO. 07 OF 143



12/9/2022

DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

DRIVEWAY PLAN AND PROFILE - DRV02

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7307
FAX: 512-393-7343

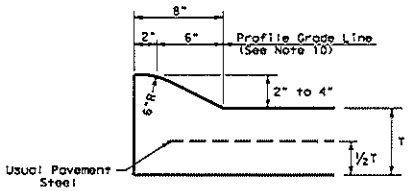
DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT: 025-013
HORIZ. SCALE: 1"=20'
VERT. SCALE: 1"=2'
FILE: 025-013-DRV-01.dgn
SHEET NO.
68 OF 143

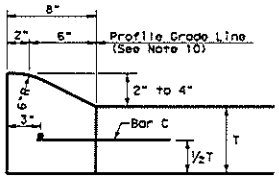
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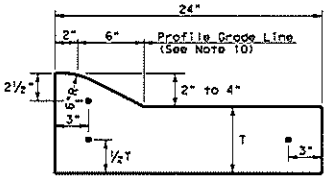
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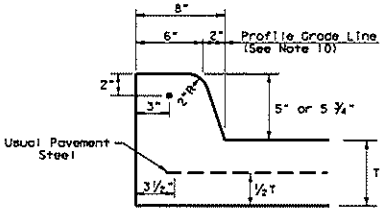
TYPE I CURB (MONOLITHIC)
2" - 4" HEIGHT



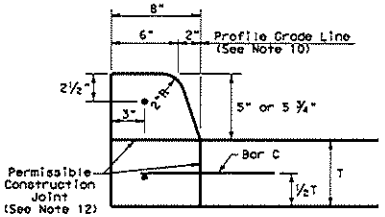
TYPE I CURB
2" - 4" HEIGHT



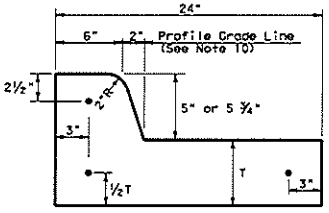
TYPE I CURB AND GUTTER
2" - 4" HEIGHT



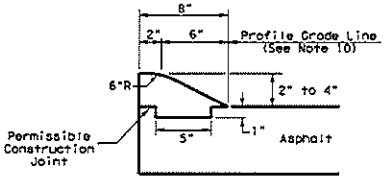
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5" - 5 ¾" HEIGHT



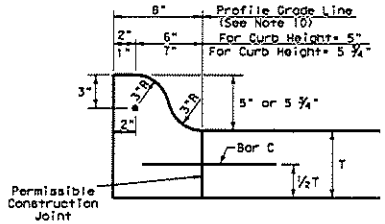
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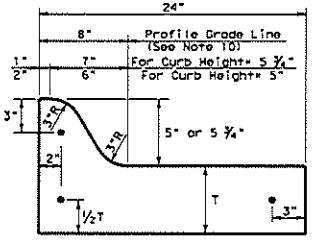
TYPE II CURB AND GUTTER
5" - 5 ¾" HEIGHT



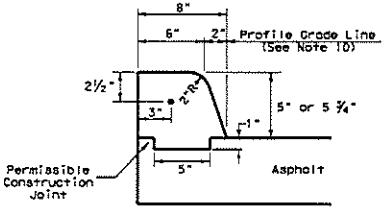
TYPE III CURB (KEYED)
2" - 4" HEIGHT



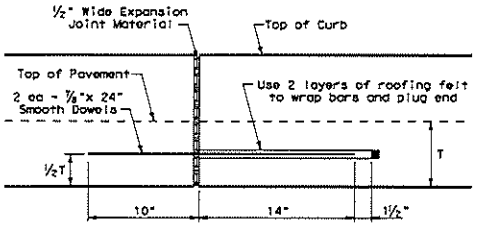
TYPE IIa CURB
5" - 5 ¾" HEIGHT



TYPE IIa CURB AND GUTTER
5" - 5 ¾" HEIGHT

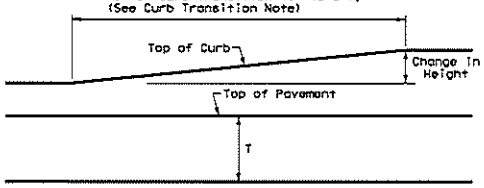


TYPE IV CURB (KEYED)
5" - 5 ¾" HEIGHT



EXPANSION JOINT DETAIL

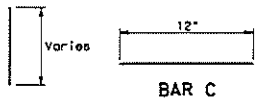
CURB TRANSITION NOTE:
Field conditions may require a longer or shorter transition, and shall be shown elsewhere in the plans, or as directed by the Engineer.



CURB TRANSITION
Note: To be paid for as Highest Curb

GENERAL NOTES

1. All materials and construction shall be in accordance with Item 529, "Concrete Curb, Gutter, and Combined Curb and Gutter."
2. Concrete shall be Class A.
3. When reinforcing bars are used, they shall be No.4 unless otherwise shown. The use of fiber reinforced concrete in lieu of reinforcing steel is acceptable. Use fibers meeting the requirements of DMS 4550, "Fibers for Concrete," and dose fibers in accordance with Material Producers List (MPL) "Fibers for Class A and B Concrete Applications."
4. Round exposed sharp edges with a rounding tool, to a minimum radius of ¼ inch.
5. All existing curbs and driveways to be removed shall be sawed or removed at existing joints.
6. Where concrete curb is to be placed on existing concrete pavement, Bar B may be drilled and the grouted in place, or may be inserted into fresh concrete.
7. Expansion and contraction joints shall be constructed to match pavement joints in all curbs and curb and gutter adjacent to jointed concrete pavement. Where placement of curb or curb and gutter is not adjacent to concrete pavement, expansion joints shall be provided at structures, curb returns at streets, and at locations directed by The Engineer.
8. Vertical and horizontal dowel bars and transverse reinforcing bars shall be placed at four feet C-C.
9. Dimension 'T' shown is the thickness of concrete pavement. When curb is installed adjacent to flexible pavement dimension 'T' is 8" maximum.
10. Usual profile grade line. Refer to typical sections and plan-profile sheets for exact locations.
11. One-half inch expansion joint material shall be provided where curb or curb and gutter is adjacent to sidewalk or riprap.
12. When horizontal permissible construction joints are used, the longitudinal pavement steel shall be placed in accordance with pavement details shown elsewhere in the plans. Reinforcing steel for curb section shall then conform to that required for concrete curb.
13. Bar B used as needed to support curb reinforcing steel during concrete placement.



BAR B

BAR C

Texas Department of Transportation

Design Division Standard

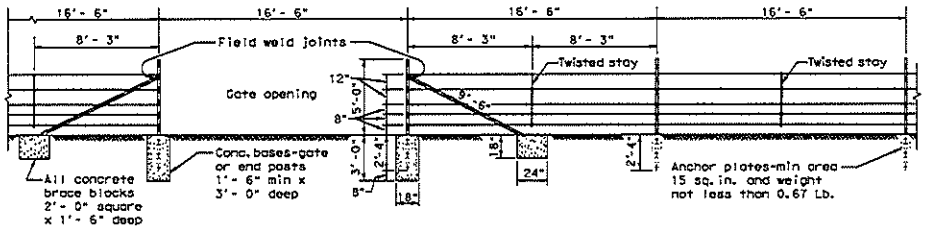
CONCRETE CURB AND CURB AND GUTTER

CCCG-21

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©TxDOT: FEBRUARY 2021	CONT	SECT	JOB	HIGHWAY	
REVISIONS					
	DIST	COUNTY		SHEET NO.	
				69 OF 143	

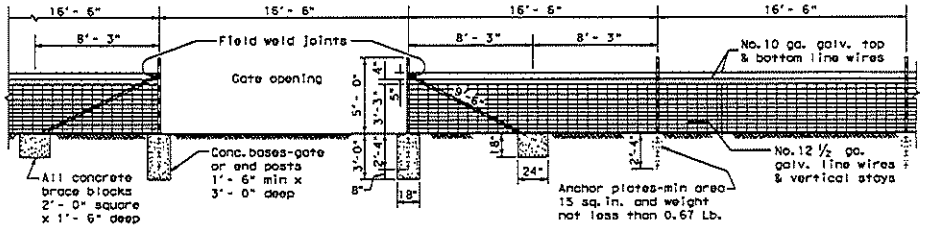
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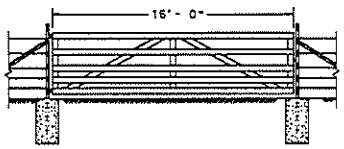
SECTION GALVANIZED BARBED WIRE FENCE WITH METAL POSTS
BRACING DETAIL USED AT ENDS AND GATES
TYPE "C" FENCE
(See General Note 8)

Note:
For Steel pipe and T-Post requirements. (See General Notes 6 & 7)

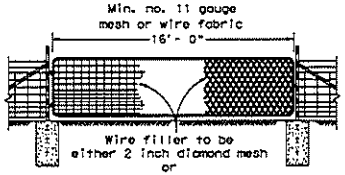


SECTION GALVANIZED WOVEN WIRE FENCE WITH METAL POSTS
BRACING DETAIL USED AT ENDS AND GATES
TYPE "D" FENCE
(See General Note 8)

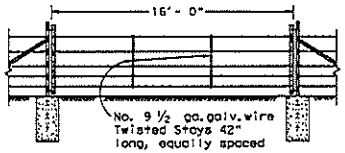
Metal gate shall consist of 5 panels not less than 4'-4" high and shall be aluminum or galvanized metal and of good quality. Gate and hardware shall meet the approval of the engineer.



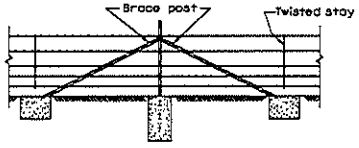
DETAIL TYPE 1 GATE



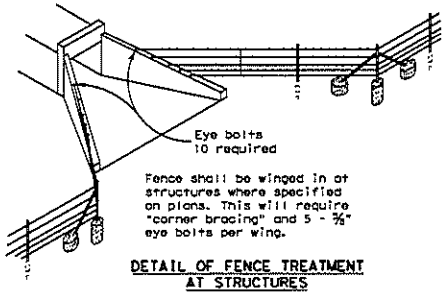
DETAIL TYPE 2 GATE



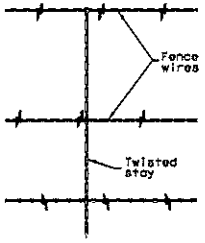
DETAIL TYPE 3 GATE



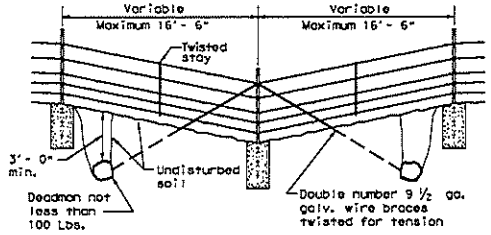
CORNER OR PULL POST ASSEMBLY



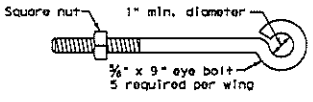
DETAIL OF FENCE TREATMENT AT STRUCTURES



DETAIL OF STAY
(Barbed Wire Fence)



DETAIL OF FENCE SAG



DETAIL OF EYE BOLT

GENERAL NOTES

1. Any high point which interferes with the placing of wire mesh shall be excavated to provide a 2 inch clearance.
2. Latches for Type 1 and Type 2 gates shall be good commercial quality and design latch of the spring, fork or chain type. All latches shall be suitable to the gate and shall be approved by the Engineer.
3. Hinges for Type 2 gates shall be a commercial design approved by the Engineer suitable for post and gate.
4. Concrete shall be of the design and consistency approved by the Engineer and shall contain not less than 4 sacks of cement per cubic yard. Concrete footings are to be crowned at the top to shed water.
5. Steel anchor plates shall be of a design and thickness sufficient to prevent turning of the post in firm soil.
6. Steel pipe end posts, corner and pull posts shall be a minimum of 2" Std. pipe (2.375" O.D., 0.154" wall thickness) with a 1¼" Std. pipe brace (1.660" O.D., 0.140" wall thickness), with a 2"x2"x1/4" angle, or other as approved by the Engineer. Fasteners for securing barbed wire or woven wire fence to metal posts shall be a minimum of 11 gauge galvanized steel wire. Tubular posts shall be fitted with water malleable iron caps.
7. If Steel pipe is used for posts and braces, use standard pipe in accordance with ASTM A 53, Class B or A 501. For T-Posts use steel that meets ASTM A 702. Metal line posts shall be not less than 6'-6" in length and shall weigh not less than (1.33 lbs./lin.ft.). These items shall be in accordance with Item 552, "Wire Fence."
8. Barbed Wire shall be in accordance with ASTM A 121, Class 1 Design designation 12-2-4-1 4R or 12-2-5-1 4R, or as approved by the Engineer.

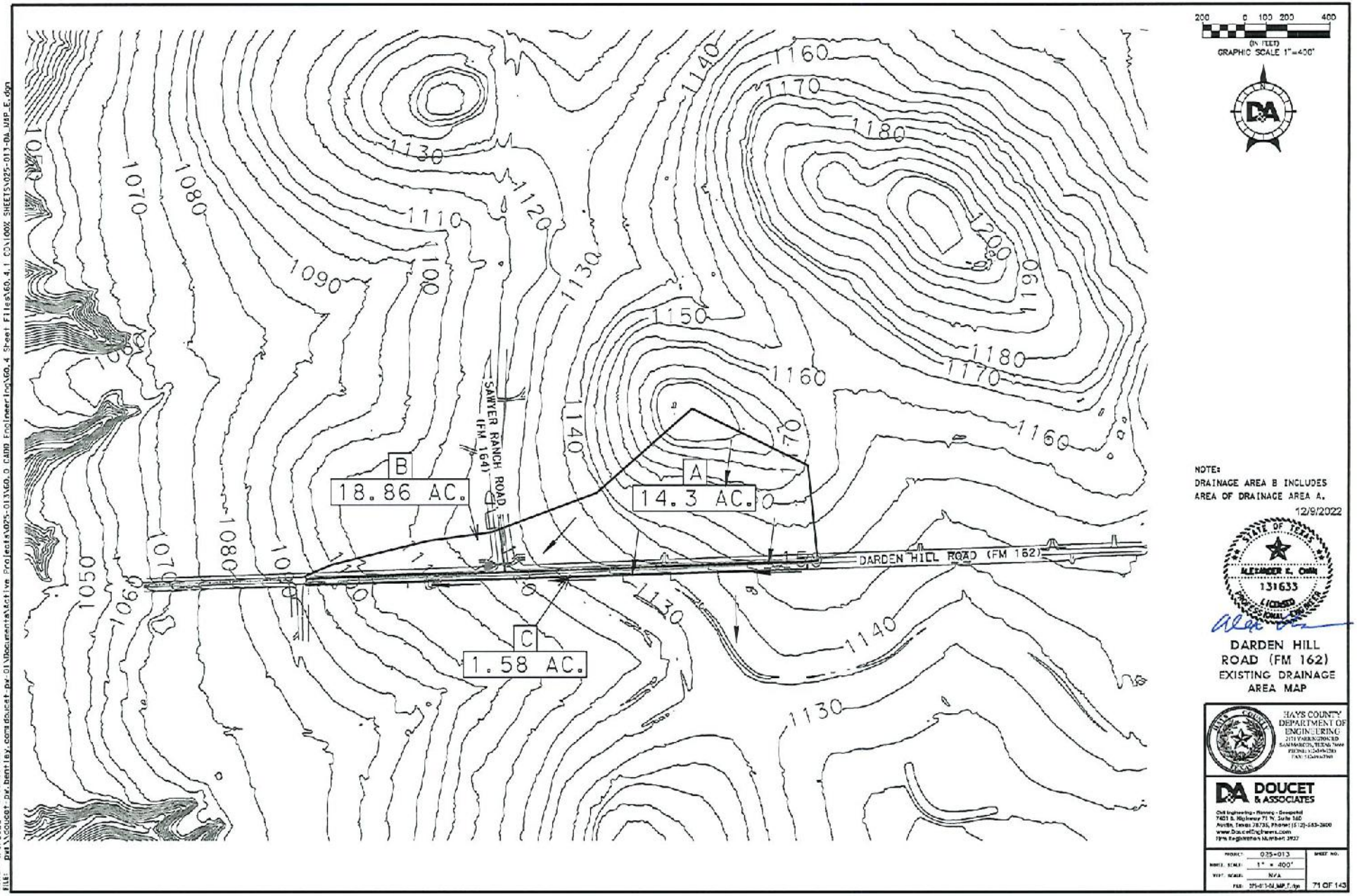
   Woven Wire Fence (Type D) shall be in accordance with ASTM A 116, Class 1 No. 12-1/2 Grade 60 (See Table 1 ASTM A 116) to the height and design shown on the plans, or as approved by the Engineer.
9. The location of gates and corner posts will be as indicated elsewhere in these plans.

Texas Department of Transportation | Design Division Standard

BARBED WIRE AND WOVEN WIRE FENCE
(STEEL POSTS)

WF(2)-10

FILE: wf210.dgn	DW: TxDOT	CK: AM	DW: VP	CK:
©TxDOT 1995	CONT	SECT	JOB	HIGHWAY
REVISIONS	DIST	COUNTY		SHEET NO. 70 OF 143



NOTE:
DRAINAGE AREA B INCLUDES AREA OF DRAINAGE AREA A.

12/9/2022

ALEXANDER K. CHAN
131633
LICENSED
PROFESSIONAL ENGINEER
STATE OF TEXAS

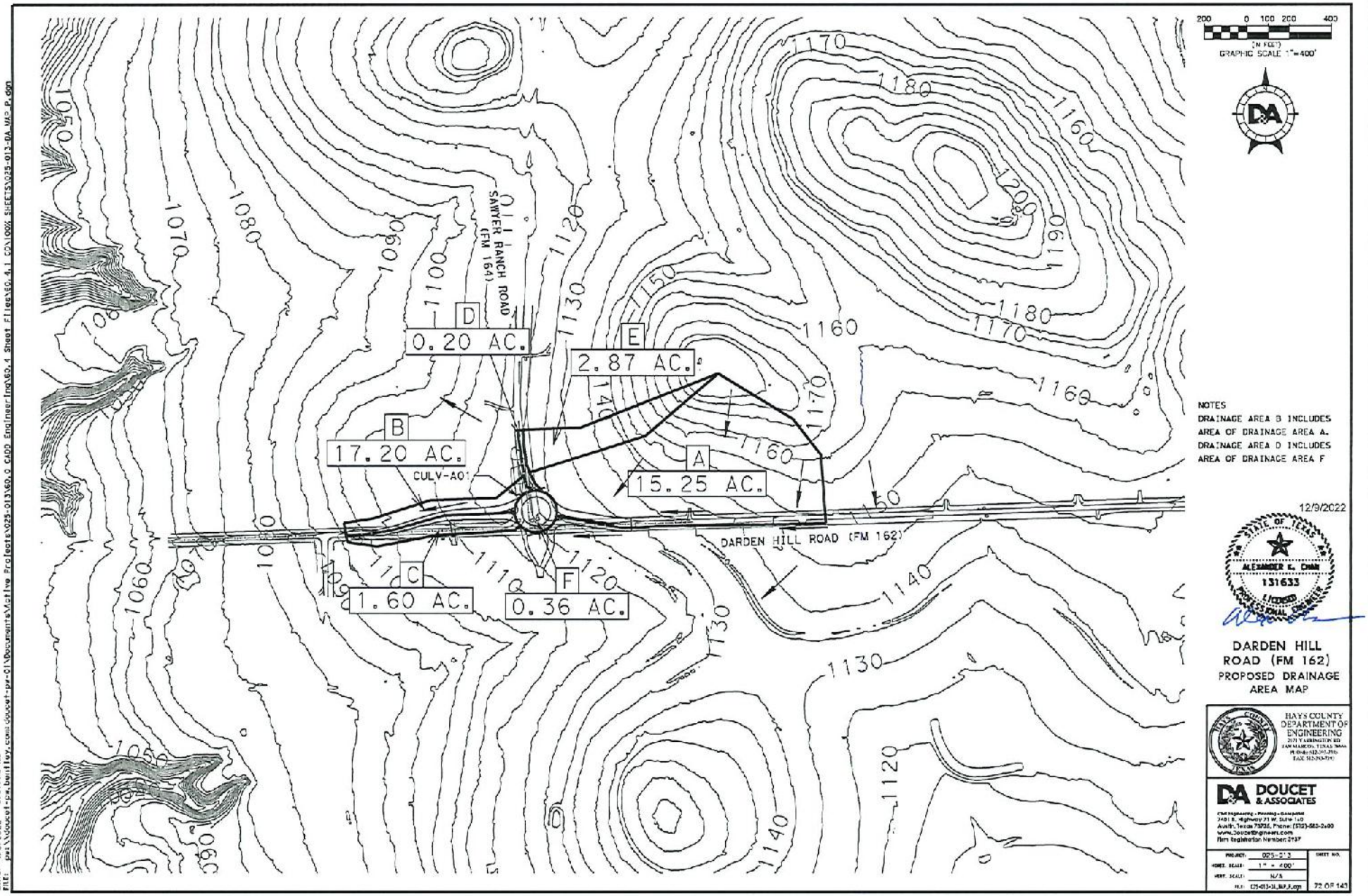
DARDEN HILL ROAD (FM 162) EXISTING DRAINAGE AREA MAP

HAYS COUNTY DEPARTMENT OF ENGINEERING
111 VERAMENDI
SAN MARCOS, TEXAS 78666
PHONE: (512)393-7307
FAX: (512)393-7320

DA DOUCET & ASSOCIATES
Civil Engineering • Planning • Geospatial
7401 B. Highway 71 W., Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
TBPE Registration Number: 3937

PROJECT:	025-013
HORIZ. SCALE:	1" = 400'
VERT. SCALE:	N/A
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(IN FEET)
GRAPHIC SCALE 1"=400'

NOTES
DRAINAGE AREA B INCLUDES AREA OF DRAINAGE AREA A.
DRAINAGE AREA D INCLUDES AREA OF DRAINAGE AREA F

12/9/2022

STATE OF TEXAS
ALEXANDER L. CHAN
131633
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (FM 162) PROPOSED DRAINAGE AREA MAP

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
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7401 B. Highway 71 W. Suite 160
Austin, Texas 78735, Phone: (512) 583-2600
www.doucetengineers.com
Firm Registration Number: 2337

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COMPOSITE C VALUE CALCULATIONS

	2-year	5-year	10-year	50-year	100-year
C value for impervious surfaces-concrete	0.75	0.80	0.83	0.92	0.97
C value for impervious surfaces-asphalt	0.73	0.77	0.81	0.90	0.95
C value for pervious surfaces-grass					
PF: Poor condition, flat slope, 0-2%	0.32	0.34	0.37	0.44	0.47
PA: Poor condition, average slope, 2-7%	0.37	0.40	0.43	0.49	0.53
PS: Poor condition, steep slope, >7%	0.40	0.43	0.45	0.52	0.55
FF: Fair condition, flat slope, 0-2%	0.25	0.28	0.30	0.37	0.41
FA: Fair condition, average slope, 2-7%	0.33	0.36	0.38	0.45	0.49
FS: Fair condition, steep slope, >7%	0.37	0.40	0.42	0.49	0.53
GF: Good condition, flat slope, 0-2%	0.21	0.23	0.25	0.32	0.36
GA: Good condition, average slope, 2-7%	0.29	0.32	0.35	0.42	0.46
GS: Good condition, steep slope, >7%	0.34	0.37	0.40	0.47	0.51

Existing Composite C Value Calculations

Drainage Area	Area (Sq. Ft.)	Area (Acres)	Impervious Area (Acres)	Percent Impervious	Pervious Classification	Pervious C Value				Composite C Value			
						2-year	10-year	25-year	100-year	2-year	10-year	25-year	100-year
DA A	622921	14.30	0.85	5%	FA	0.33	0.38	0.42	0.49	0.35	0.40	0.44	0.51
DA B	821507	18.86	1.12	6%	FA	0.33	0.38	0.42	0.49	0.35	0.41	0.45	0.52
DA C	68664	1.58	0.80	51%	FA	0.33	0.38	0.42	0.49	0.54	0.61	0.65	0.73

Existing Time of Concentration Calculations

Drainage Area	Sheet Flow 1							Shallow Concentrated Flow 1 (Unpaved)						Channel/Storm Drain Flow			Time of Concentration
	Length	N	Elev	Elev	ΔElev	Slope	Sub Tc	Length	Elev	Elev	ΔElev	Slope	Velocity	Sub Tc	Length	Velocity	Sub Tc	
DA A	100	0.24	1181.26	1174.17	7.09	0.071	8.30	560	1174.17	1139.56	34.61	0.062	4.01	2.33	848	3.00	4.71	15.33
DA B	100	0.24	1181.26	1174.17	7.09	0.071	8.30	560	1174.17	1139.56	34.61	0.062	4.01	2.33	1808	3.00	10.04	20.67
DA C	19	0.24	1149.9	1148.6	1.30	0.068	2.23								2379	3.00	13.22	15.45

Existing Rational Method Calculations

Drainage Area	Area Acres	T_c min	I_2	I_{10}	I_{25}	I_{100}	C_2	C_{10}	C_{25}	C_{100}	Q_2 cfs	Q_{10} cfs	Q_{25} cfs	Q_{100} cfs
DA A	14.30	15.33	3.85	5.87	6.98	9.04	0.35	0.40	0.44	0.51	19.2	33.6	44.0	66.2
DA B	18.86	20.67	3.34	5.09	6.07	7.93	0.35	0.41	0.45	0.52	22.4	39.0	51.2	77.6
DA C	1.58	15.45	3.83	5.86	6.96	9.01	0.54	0.61	0.65	0.73	3.3	5.6	7.2	10.4

Proposed Rational Method Calculations

Drainage Area	Area Acres	T_c min	I_2	I_{10}	I_{25}	I_{100}	C_2	C_{10}	C_{25}	C_{100}	Q_2 cfs	Q_{10} cfs	Q_{25} cfs	Q_{100} cfs
DA A	15.25	13.83	4.05	6.19	7.34	9.47	0.35	0.41	0.45	0.52	21.8	38.3	49.9	74.7
DA B	17.20	15.89	3.79	5.78	6.87	8.91	0.36	0.42	0.46	0.53	23.7	41.4	54.1	81.1
DA C	1.60	18.80	3.71	5.66	6.74	8.75	0.47	0.53	0.58	0.65	2.8	4.8	6.2	9.1
DA D	0.20	5.00	5.56	8.63	10.10	12.67	0.55	0.62	0.68	0.74	0.6	1.1	1.4	1.9
DA E	2.87	11.00	4.40	6.75	7.99	10.24	0.35	0.40	0.44	0.51	4.4	7.8	10.1	15.0
DA F	0.36	13.00	4.13	6.31	7.48	9.64	0.33	0.38	0.42	0.49	0.5	0.9	1.1	1.7

Proposed Composite C Value Calculations

Drainage Area	Area (Acres)	Impervious Cover Composite C Value						Impervious Area (sf)	Impervious Area (Acres)	Percent Impervious	Pervious Classification	Pervious C Value				Composite C Value			
		2-year	5-year	10-year	25-year	50-year	100-year					2-year	10-year	25-year	100-year	2-year	10-year	25-year	100-year
DA A	15.25	0.75	0.80	0.83	0.88	0.92	0.97	37949	0.87	6%	FA	0.33	0.38	0.42	0.49	0.35	0.41	0.45	0.52
DA B	17.20	0.75	0.80	0.83	0.88	0.92	0.97	61235	1.41	8%	FA	0.33	0.38	0.42	0.49	0.36	0.42	0.46	0.53
DA C	1.60	0.75	0.80	0.83	0.88	0.92	0.97	23726	0.54	34%	FA	0.33	0.38	0.42	0.49	0.47	0.53	0.58	0.65
DA D	0.20	0.75	0.80	0.83	0.88	0.92	0.97	4704	0.11	53%	FA	0.33	0.38	0.42	0.49	0.55	0.62	0.66	0.74
DA E	2.87	0.75	0.80	0.83	0.88	0.92	0.97	5755	0.13	5%	FA	0.33	0.38	0.42	0.49	0.35	0.40	0.44	0.51
DA F	0.36	0.75	0.80	0.83	0.88	0.92	0.97	0	0.00	0%	FA	0.33	0.38	0.42	0.49	0.33	0.38	0.42	0.49

Proposed Time of Concentration Calculations

Drainage Area	Sheet Flow 1							Shallow Concentrated Flow 1 (Unpaved)						Channel/Storm Drain Flow			Time of Concentration
	Length	N	Elev	Elev	ΔElev	Slope	Sub Tc	Length	Elev	Elev	ΔElev	Slope	Velocity	Sub Tc	Length	Velocity	Sub Tc	
DA A	100	0.24	1181.26	1174.17	7.09	0.071	8.30	560	1174.17	1139.56	34.61	0.062	4.01	2.33	863	4.78	3.01	13.63
DA B	100	0.24	1181.26	1174.17	7.09	0.071	8.30	560	1174.17	1139.56	34.61	0.062	4.01	2.33	1839	5.82	5.27	15.89
DA C	100	0.24	1114.5	1112.5	2.00	0.020	13.76								783	4.60	2.84	16.60
DA D	16	0.24	1120	1119.75	0.25	0.016	3.51								131	2.78	0.79	5.00
DA E	100	0.24	1159	1150.5	8.50	0.085	7.72	555	1150.50	1116.21	34.29	0.062	4.01	2.31	182	2.75	0.98	11.00
DA F	100	0.24	1122.00	1119.50	2.50	0.025	12.59	43	1119.50	1119.00	0.50	0.012	1.74	0.41				13.00

NOTE:
ATLAS 14 INTENSITIES ARE BEING USED. COEFFICIENTS OBTAINED FROM TXDOT HYDRAULIC DESIGN MANUAL.

12/9/2022

STATE OF TEXAS
ALEXANDER E. CHIN
131633
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DARDEN HILL ROAD (FM 162)
DRAINAGE CALCULATIONS 1

HAYS COUNTY DEPARTMENT OF ENGINEERING

DOUCET & ASSOCIATES
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www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT: 025-013 SHEET NO.
HORIZ. SCALE:
VERT. SCALE:
FILE: C:\4-04-01\DACALC.dgn
73 OF 145

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PROPOSED ROADSIDE DITCH CAPACITY

Roadside Ditch	STA	25 Year Storm (cfs)	Ditch Length (ft)	Longitudinal slope (ft/ft)	Mannings roughness coefficient	Inverts		Flow Depth (ft)	Flow Velocity (fps)	Ditch Capacity (cfs)	Available Depth (ft)
						Upstream	Downstream				
Ditch_A	20+50	49.90	410	0.033	0.03	1129.00	1115.50	1.63	4.78	84.97	2
Ditch_B	10+50	54.10	882	0.026	0.03	1114.00	1091.00	1.43	6.29	132.62	2
Ditch_C	10+50	7.35	900	0.027	0.03	1116.00	1092.00	0.84	3.75	24.25	1
Ditch_D	20+50	1.40	168	0.029	0.03	1119.58	1114.75	0.4	2.78	249.88	2.6
Ditch_E	19+00	10.10	250	0.007	0.03	1118.50	1116.79	0.91	2.75	59.31	1.7

Manning's roughness coefficient is assumed 0.03 for natural clean ditch (from FlowMaster)

Ditch_A carries flow from DA A. Ditch_B carries flow from DAB. Ditch_C carries flow from DA C and DA F

25-YR PROPOSED CROSS CULVERTS SUMMARY TABLE

Culvert	Station	Type	Invert		Length	Slope	Crest	Overtopping Elevation (ft)	25 yr					
			US (ft)	DS (ft)	(ft)	(%)	(ft)		Q total (cfs)	Q culvert (cfs)	Q crest (cfs)	HW WSEL (ft)	TW WSEL (ft)	Outlet Velocity (fps)
A01	1+99.45	4'x2' RBC	1117.00	1114.75	121.00	1.86	1121.00	1121.00	49.90	49.90	0.00	1120.27	1116.16	5.68

100-YR PROPOSED CROSS CULVERTS SUMMARY TABLE

Culvert	Station	Type	Invert		Length	Slope	Crest	Overtopping Elevation (ft)	100 yr					
			US (ft)	DS (ft)	(ft)	(%)	(ft)		Q total (cfs)	Q culvert (cfs)	Q crest (cfs)	HW WSEL (ft)	TW WSEL (ft)	Outlet Velocity (fps)
A01	1+99.45	4'x2' RBC	1117.00	1114.75	121.00	1.86	1121.00	1121.00	74.70	62.04	12.66	1121.27	1116.40	6.32

25-YR EXISTING CROSS CULVERTS SUMMARY TABLE

Culvert	Station	Type	Invert		Length	Slope	Crest	Overtopping Elevation (ft)	25 yr					
			US (ft)	DS (ft)	(ft)	(%)	(ft)		Q total (cfs)	Q culvert (cfs)	Q crest (cfs)	HW WSEL (ft)	TW WSEL (ft)	Outlet Velocity (fps)
A01	19+50	30" RCP (3)	1114.06	1113.58	78.00	0.62	1118.00	1118.00	44.00	44.00	0.00	1115.89	1114.81	5.32

100-YR EXISTING CROSS CULVERTS SUMMARY TABLE

Culvert	Station	Type	Invert		Length	Slope	Crest	Overtopping Elevation (ft)	100 yr					
			US (ft)	DS (ft)	(ft)	(%)	(ft)		Q total (cfs)	Q culvert (cfs)	Q crest (cfs)	HW WSEL (ft)	TW WSEL (ft)	Outlet Velocity (fps)
A01	19+50	30" RCP (3)	1114.06	1113.58	78.00	0.62	1118.00	1118.00	66.20	66.20	0.00	1116.39	1115.05	5.55

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12/9/2022

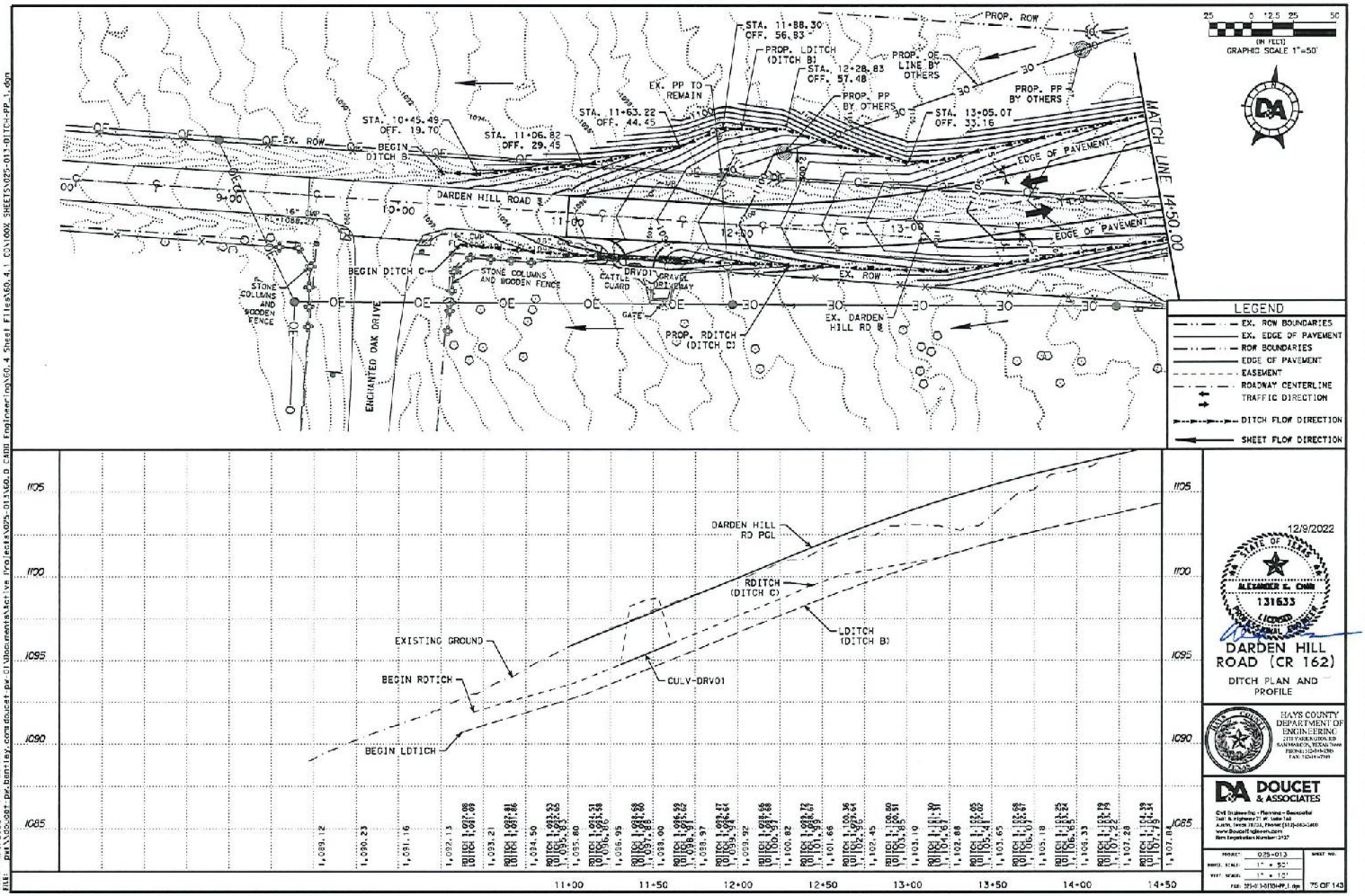
STATE OF TEXAS
ALEXANDER E. CHAN
131633
LICENSED
PROFESSIONAL ENGINEER

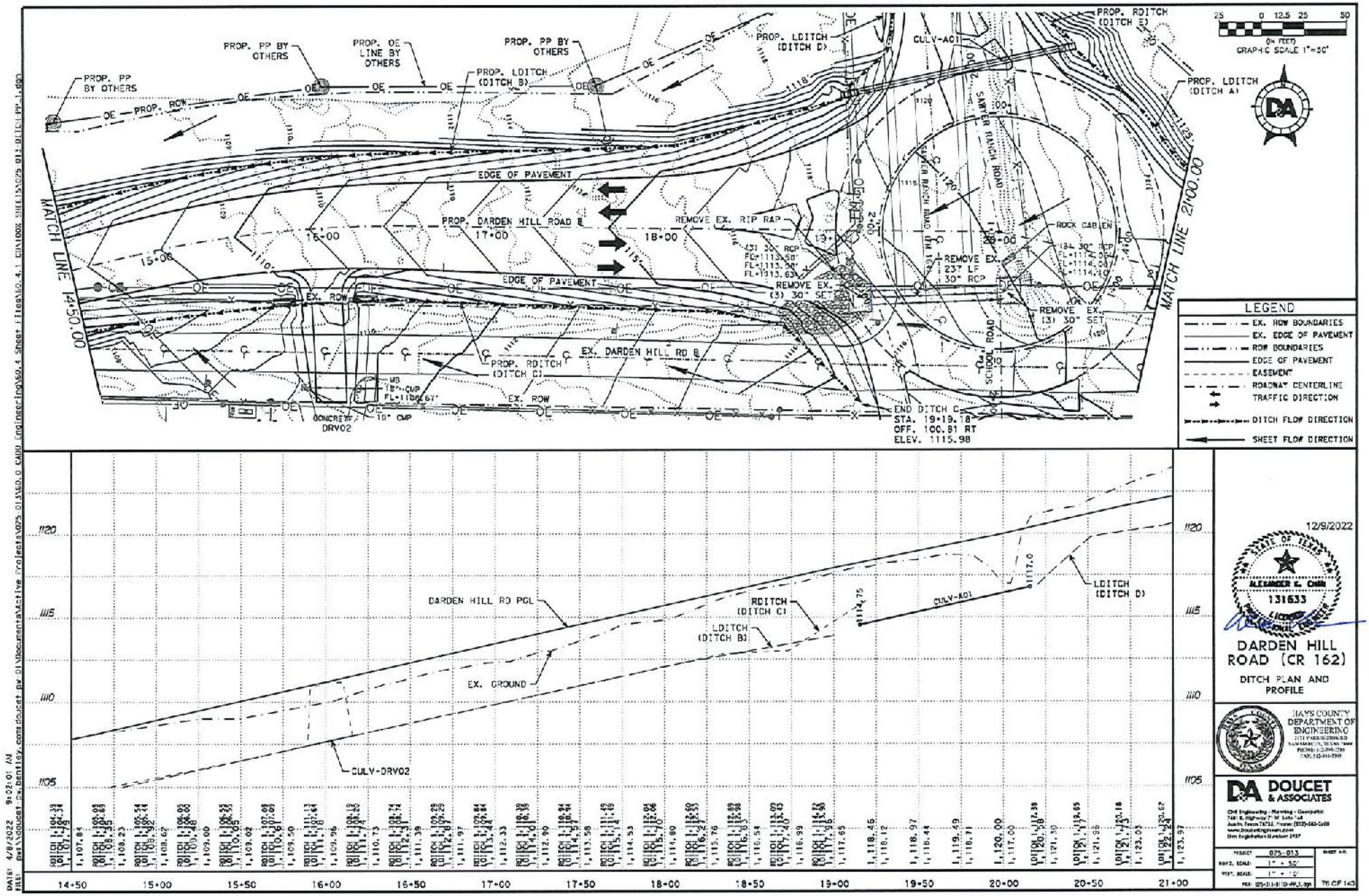
DARDEN HILL ROAD (FM 162)
DRAINAGE CALCULATIONS 2

HAYS COUNTY DEPARTMENT OF ENGINEERING

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Civil Engineering · Planning · Geospatial
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Firm Registration Number: 3937

PROJECT: 025-013 SHEET NO.
HORIZ. SCALE:
VERT. SCALE:
FILE: 25DRAINAGECALC.dgn 74 OF 140


STA. 11+88.30
OFF. 56.83
PROP. LDITCH
(DITCH B)
STA. 12+28.83
OFF. 57.48
PROP. ROW
PROP. OE
LINE BY
OTHERS
PROP. PP
BY OTHERS
STA. 13+05.07
OFF. 33.16
EX. PP TO
REMAIN
STA. 11+63.22
OFF. 44.45
STA. 10+45.49
OFF. 19.70
STA. 11+06.82
OFF. 29.45
BEGIN
DITCH B
EX. ROW
DARDEN HILL ROAD
MATCH LINE 14+50.00
EDGE OF PAVEMENT
EDGE OF PAVEMENT
BEGIN DITCH C
STONE COLUMNS
AND WOODEN FENCE
CULV-DRV01
CATTLE
GUARD
GRAVEL
DRIVEWAY
GATE
EX. ROW
STONE
COLUMNS
AND
WOODEN
FENCE
ENCHANTED OAK DRIVE
PROP. RDITCH
(DITCH C)
EX. DARDEN
HILL RD ℄
25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'
LEGEND
EX. ROW BOUNDARIES
EX. EDGE OF PAVEMENT
ROW BOUNDARIES
EDGE OF PAVEMENT
EASEMENT
ROADWAY CENTERLINE
TRAFFIC DIRECTION
DITCH FLOW DIRECTION
SHEET FLOW DIRECTION
1105
1100
1095
1090
1085
DARDEN HILL
RD PGL
RDITCH
(DITCH C)
LDITCH
(DITCH B)
EXISTING GROUND
BEGIN RDTICH
BEGIN LDTICH
CULV-DRV01
11+00
11+50
12+00
12+50
13+00
13+50
14+00
14+50
12/9/2022
ALEXANDER E. CHIN
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ENGINEER
DARDEN HILL
ROAD (CR 162)
DITCH PLAN AND
PROFILE
HAYS COUNTY
DEPARTMENT OF
ENGINEERING
DOUCET
& ASSOCIATES
PROJECT: 025-013
HORIZ. SCALE: 1" = 50'
VERT. SCALE: 1" = 10'
SHEET NO.
75 OF 143
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12/9/2022

DARDEN HILL ROAD (CR 162)

DITCH PLAN AND PROFILE

HAYS COUNTY DEPARTMENT OF ENGINEERING

DOUCET & ASSOCIATES

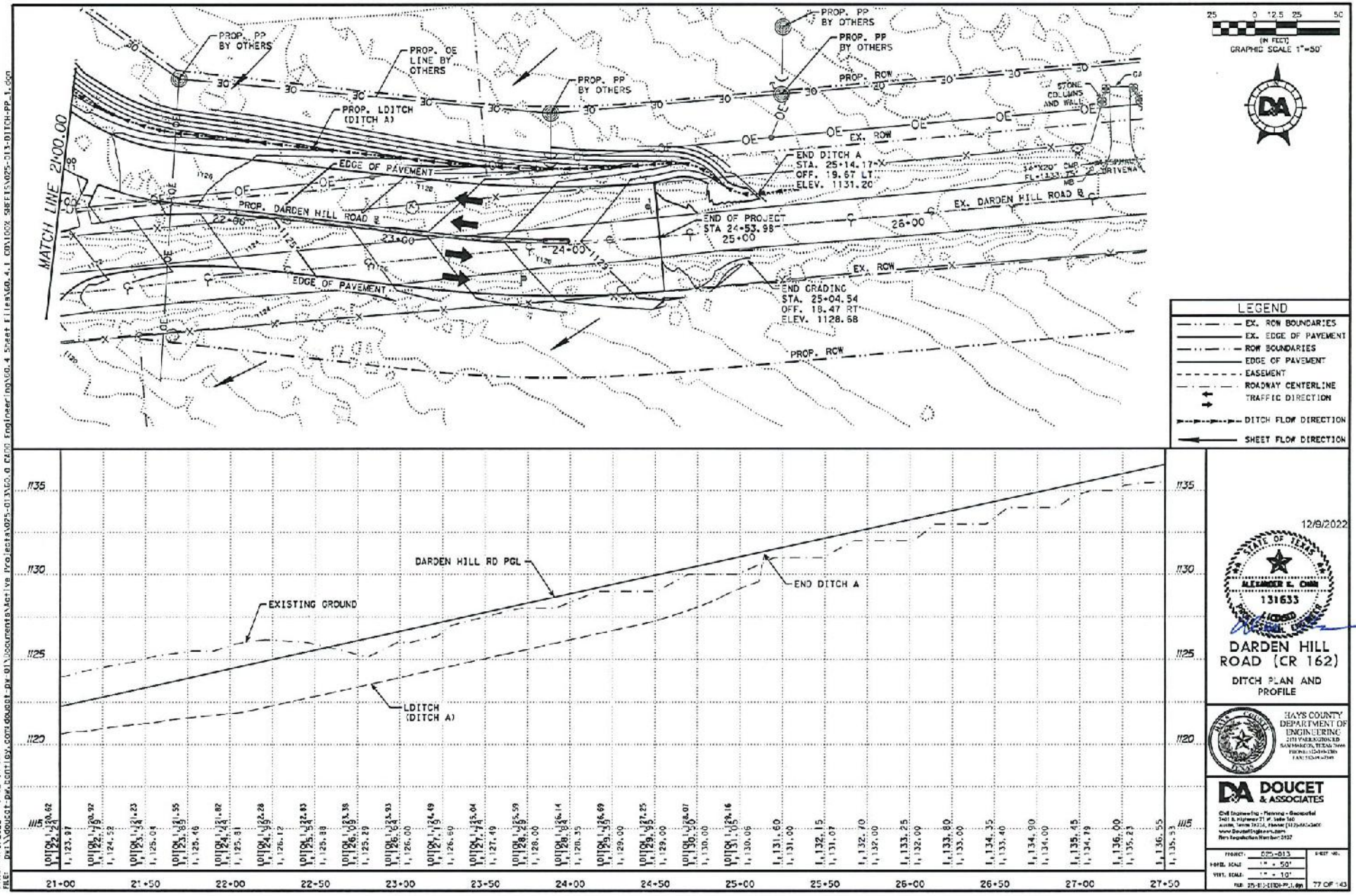
PROJECT 025-013

HORZ. SCALE 1" = 50'

VERT. SCALE 1" = 10'

SHEET NO. 76 OF 143

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12/9/2022

131633

DARDEN HILL ROAD (CR 162)

DITCH PLAN AND PROFILE

HAYS COUNTY DEPARTMENT OF ENGINEERING

DOUCET & ASSOCIATES

PROJECT: CR-013

HORZ. SCALE: 1" = 50'

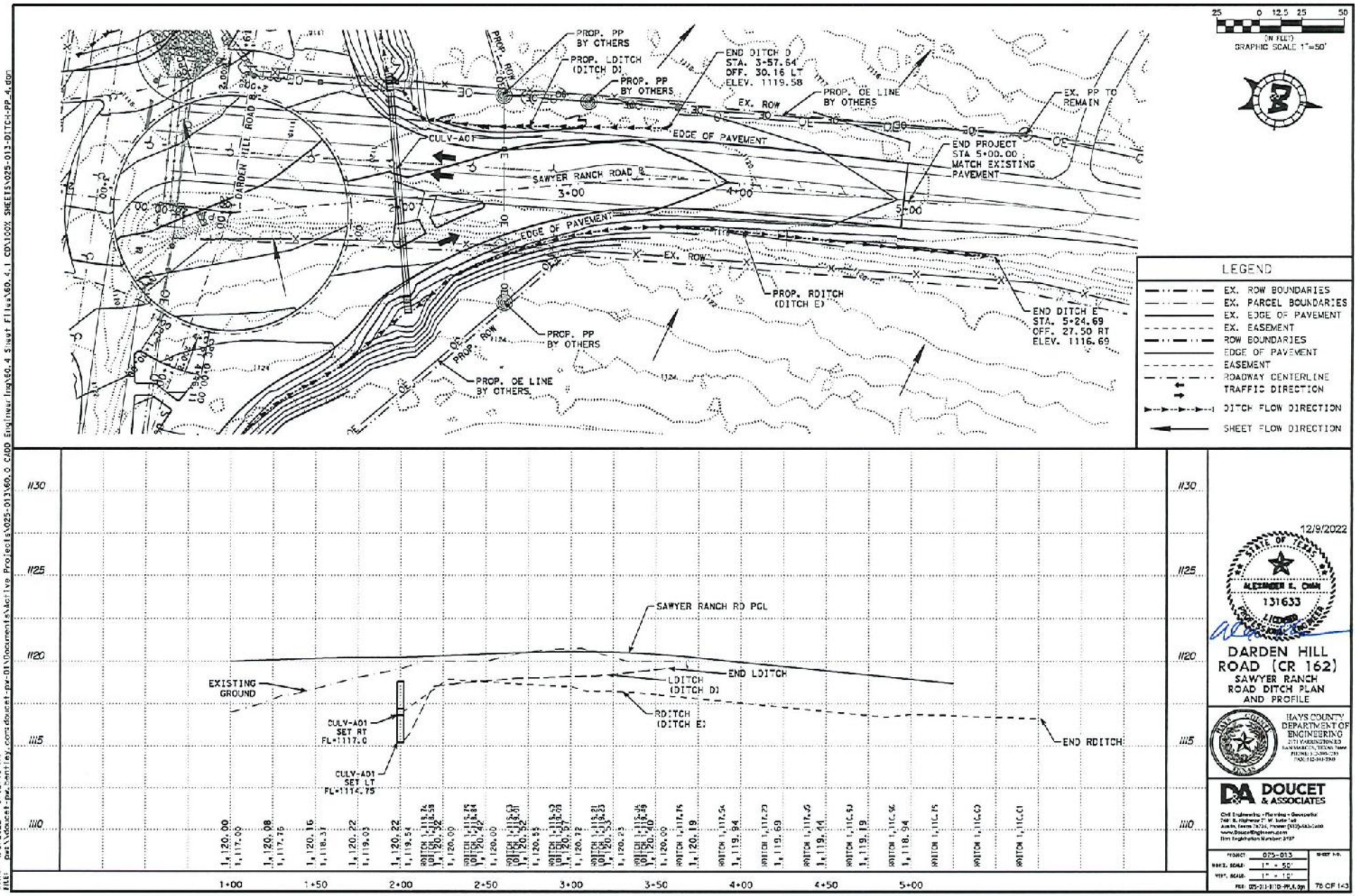
VERT. SCALE: 1" = 10'

FILE: 25-013-DITCH-PP_1.dgn

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12/9/2022

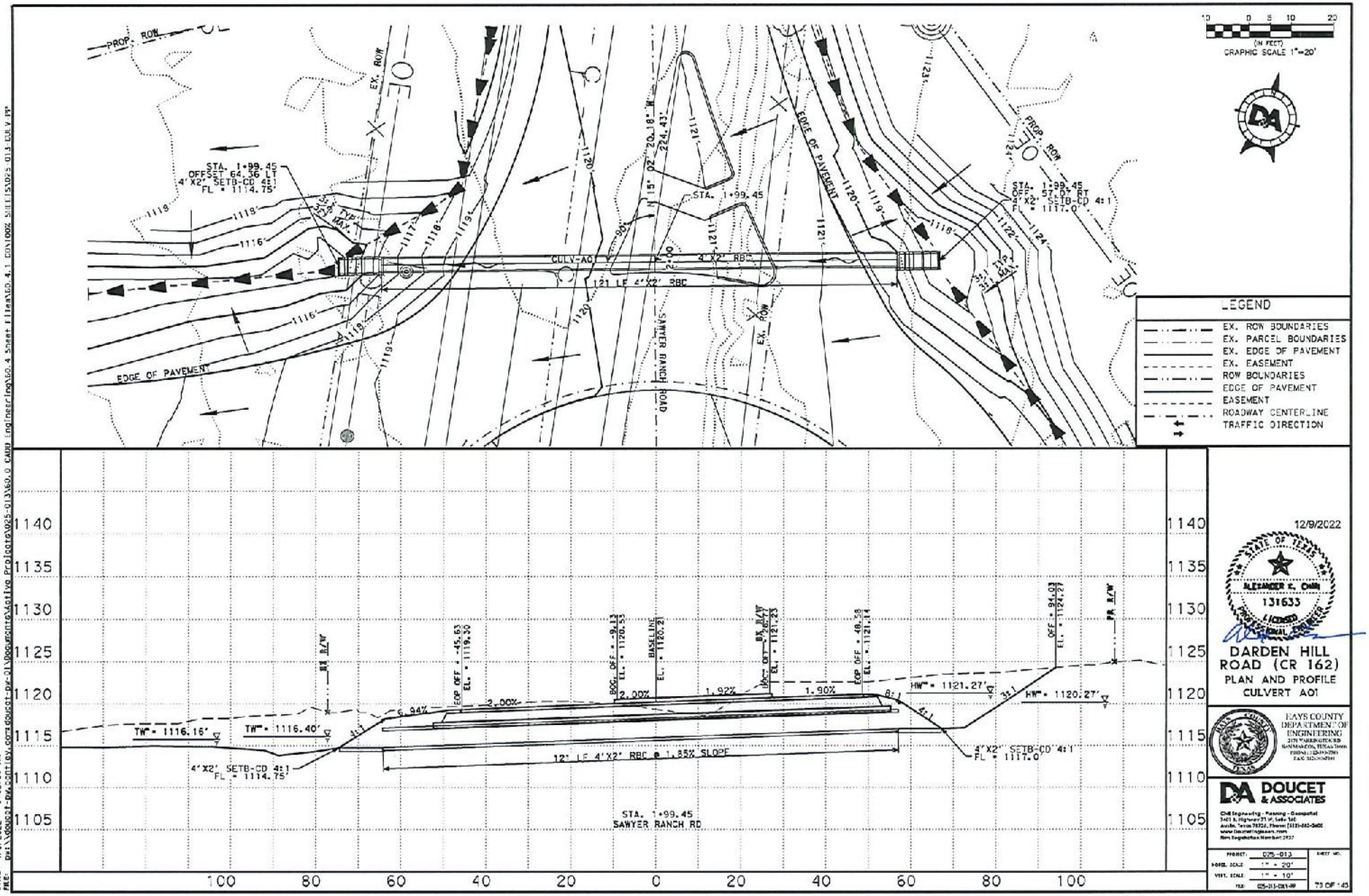
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PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)
SAWYER RANCH ROAD DITCH PLAN AND PROFILE

HAYS COUNTY DEPARTMENT OF ENGINEERING
21I WASHINGTON ST
SAN MARCOS, TEXAS 78666
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Austin, Texas 78735, Phone: (512)583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT	025-013
HORZ. SCALE	1" = 50'
VERT. SCALE	1" = 10'
FILE	025-013-DITCH-PP_4.dgn
SHEET NO.	76 OF 143



12/9/2022

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DARDEN HILL ROAD (CR 162)

PLAN AND PROFILE

CULVERT A01

HAYS COUNTY
DEPARTMENT OF
ENGINEERING
2171 YARRINGTON RD
KYLE, TEXAS 78640
PHONE: (512) 393-7307
FAX: (512) 393-7331

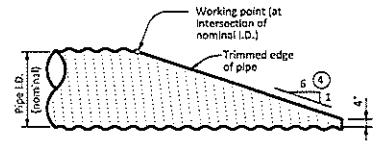
DOUCET & ASSOCIATES

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7401 B. Highway 71 W., Suite 160
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www.doucetengineers.com
Texas Registration Number 2337

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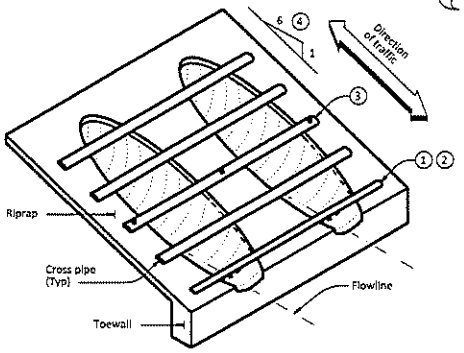
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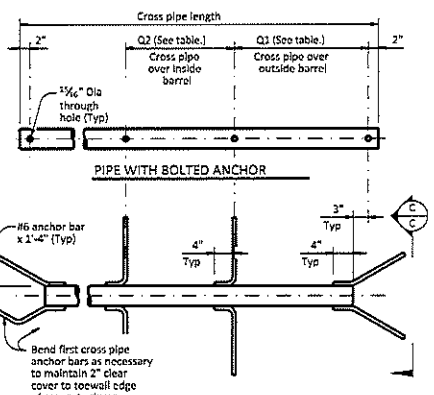
NOTE: All cross pipes, calculations, and dimensions are based on the pipe culverts mitered as shown in this detail. Alternate styles of mitered ends will require that appropriate adjustments be made to the values presented on this standard.

SIDE ELEVATION OF TYPICAL PIPE CULVERT MITER

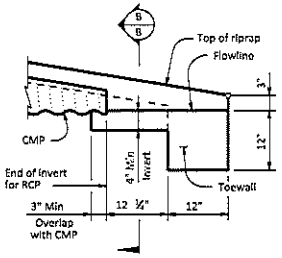
(Showing corrugated metal pipe (CMP) culvert Details at reinforced concrete pipe (RCP) culvert are similar.)



ISOMETRIC VIEW OF TYPICAL INSTALLATION

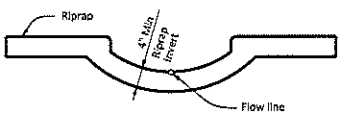


CROSS PIPE DETAILS



DETAIL "A"

(Showing invert with corrugated metal pipe (CMP) culvert. Reinforced concrete pipe (RCP) culvert details are similar. Cross pipes not shown for clarity.)



SECTION B-B

(Cross pipes not shown for clarity.)

CROSS PIPE LENGTHS, REQUIRED PIPE SIZES, AND RIPRAP QUANTITIES (2)

Nominal Culvert I.D.	Conc Riprap (CY) (5)	Pipe Culvert Spa ~ G	Single Barrel ~ Q1	Multi-Barrel ~ Q1	Q2	Conditions for Use of Cross Pipes	Cross Pipe Sizes
12"	0.6	0' - 9"	N/A	2' - 1"	1' - 9"	3 or more pipe culverts	3" Std (3.500" O.D.)
15"	0.7	0' - 11"	N/A	2' - 5"	2' - 2"		
18"	0.8	1' - 2"	N/A	2' - 10"	2' - 8"		
21"	0.9	1' - 4"	N/A	3' - 2"	3' - 1"		
24"	0.9	1' - 7"	N/A	3' - 6"	3' - 7"		
27"	1.0	1' - 8"	N/A	3' - 10"	3' - 11"	3 or more pipe culverts	3 1/2" Std (4.000" O.D.)
30"	1.1	1' - 10"	N/A	4' - 2"	4' - 4"	2 or more pipe culverts	
33"	1.2	1' - 11"	4' - 2"	4' - 5"	4' - 8"	All pipe culverts	
36"	1.3	2' - 1"	4' - 5"	4' - 9"	5' - 1"	All pipe culverts	4" Std (4.500" O.D.)
42"	1.5	2' - 4"	4' - 11"	5' - 5"	5' - 10"		
48"	1.7	2' - 7"	5' - 5"	6' - 0"	6' - 7"	All pipe culverts	5" Std (5.563" O.D.)
54"	2.0	3' - 0"	5' - 11"	6' - 9"	7' - 6"		
60"	2.2	3' - 3"	6' - 5"	7' - 4"	8' - 3"		
66"	2.4	3' - 3"	6' - 11"	7' - 10"	8' - 9"		
72"	2.7	3' - 4"	7' - 5"	8' - 5"	9' - 4"		

(1) The proper installation of the first cross pipe is critical for vehicle safety. Place the top of the first cross pipe no more than 6" above the flow line.

(2) Provide cross pipes, except the first bottom pipe, of the size shown in the table. Provide a 3 1#2" standard pipe (4" O.D.) for the first bottom pipe.

(3) Install the third cross pipe from the bottom of the culvert using a bolted connection. Ensure that riprap concrete does not flow into the cross pipe so as to permit disassembly of the bolted connection to allow cleanout access. At the Contractor's option, install all other cross pipes using the bolted connection details.

(4) Match cross slope as shown elsewhere in the plans. Cross slope of 6:1 or flatter is required for vehicle safety.

(5) Riprap placed beyond the limits shown will be paid for as concrete riprap in accordance with Item 432, "Riprap".

(6) Quantities shown are for one end of one reinforced concrete pipe (RCP) culvert. For multiple pipe culverts or for corrugated metal pipe (CMP) culverts, quantities will need to be adjusted. Riprap quantities are for contractor's information only.

MATERIAL NOTES:

Synthetic fibers listed on the "Fibers for Concrete" Material Producer List (MPL) may be used in lieu of steel reinforcing in riprap concrete unless noted otherwise.

Provide cross pipes that meet the requirements of ASTM A53 (Type E or S, Gr B), ASTM A500 (Gr B), or API 5LX52.

Provide ASTM A307 bolts and nuts.

Galvanize all steel components, except concrete reinforcing, after fabrication. Repair galvanizing damaged during transport or construction in accordance with the specifications.

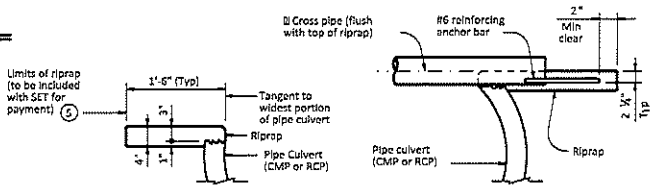
GENERAL NOTES:

Cross pipes are designed for a traversing load of 10,000 pounds at yield as recommended by Research Report 280-2F, "Safety Treatment of Roadside Parallel-Drainage Structures", Texas Transportation Institute, March 1981.

Safety end treatments (SET) shown herein are intended for use in those installations where out of control vehicles are likely to traverse the openings approximately perpendicular to the cross pipes.

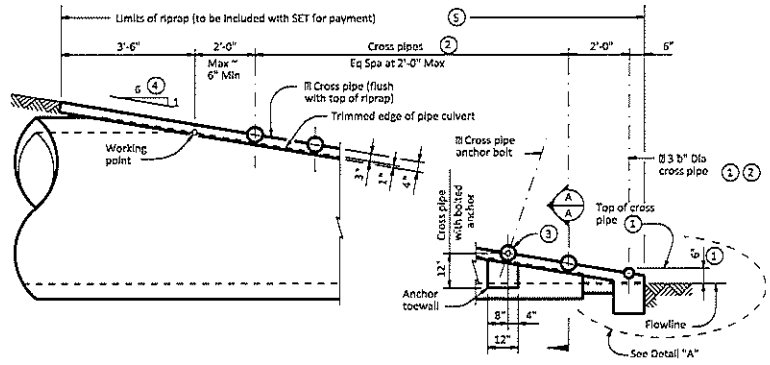
Construct concrete riprap and all necessary inverts in accordance with the requirements of Item 432, "Riprap".

Payment for riprap and toewall is included in the Price Bid for each Safety End Treatment.



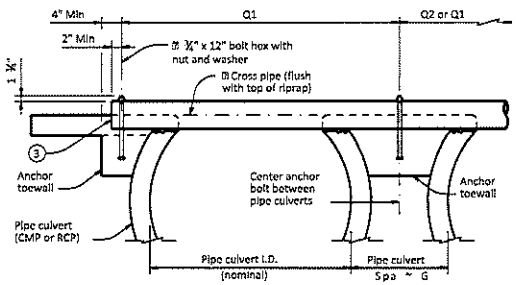
SHOWING TYPICAL PIPE CULVERT AND RIPRAP

SHOWING CROSS PIPE WITH ANCHOR BAR



SIDE ELEVATION OF CAST-IN-PLACE CONCRETE

(Showing reinforced concrete pipe (RCP) culvert. Details at corrugated metal pipe (CMP) culvert are similar.)



SHOWING CROSS PIPE WITH BOLTED ANCHOR

SECTION A-A

Texas Department of Transportation

Bridge Division Standard

SAFETY END TREATMENT

FOR 12" DIA TO 72" DIA PIPE CULVERTS

TYPE II ~ PARALLEL DRAINAGE

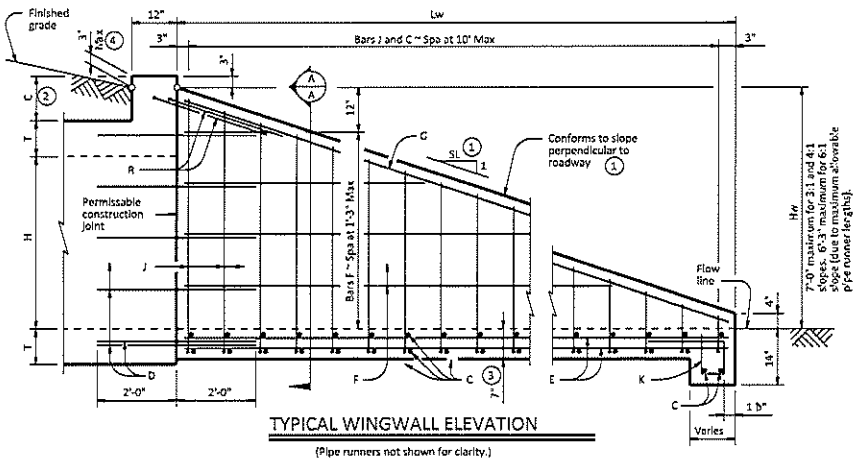
SETP-PD

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REVISIONS		DIST	COUNTY		SHEET NO. 80 OF 143

DATE:

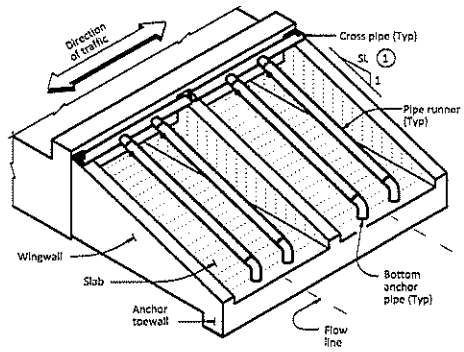
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TYPICAL WINGWALL ELEVATION

(Pipe runners not shown for clarity.)



ISOMETRIC VIEW OF TYPICAL INSTALLATION

WING DIMENSION CALCULATIONS:

Hw = H + T + C - 0.250'

Lw = (Hw - 0.333') (SL)

For cast-in-place culverts:

Atw = (N) (S) + (N + 1) (U)

For precast culverts:

Atw = (N) (2U + S) + (N - 1) (0.500')

Total Wingwall Area (SF)

= (0.5) (Hw + 0.333') (Lw) (N + 1)

Total Concrete Volume (CY)

= [(Wingwall Area) (0.583') +

(Lw) (Atw) (0.583') +

(Atw) (1.167') (1.167' - 0.583')] ÷ (27)

PIPE RUNNER DIMENSION CALCULATIONS:

Pipe Runner Length

= (Lw) (K1) (1.917')

Total Reinforcing (Lb)

= (1.55) (Lw) (Atw) +

(4.43) (Atw) +

(K2) (Hw) (N + 1) (Lw) √

C = Height of curb above top of top slab (feet)

Hw = Height of wingwall (feet)

K = Constant value for use in formulas

Slope SL:1	K1	K2
3:1	1.054	7.45
4:1	1.031	8.49
6:1	1.014	10.30

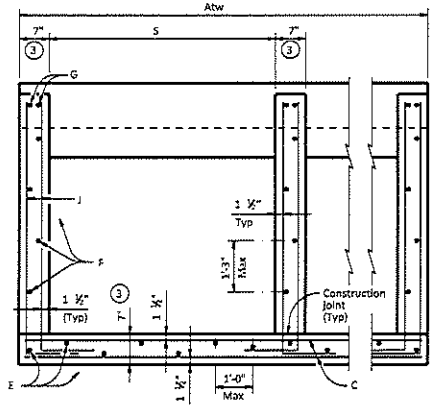
Atw = Anchor toewall length (feet)

Lw = Length of wingwall (feet)

N = Number of culvert barrels

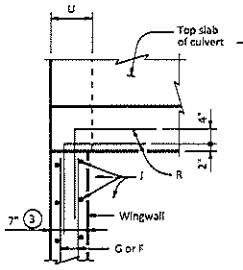
SL:1 = Side slope ratio (horizontal : 1 vertical)

See applicable box culvert standard for H, S, T, and U values.



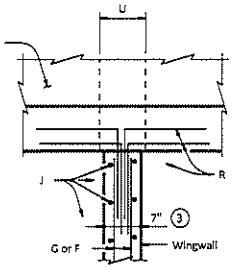
SECTION A-A

(Showing typical wingwall and wing slab reinforcing. Pipe runners not shown for clarity.)



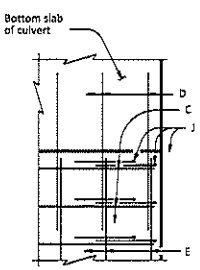
AT TOP OF EXTERIOR WINGWALL

(Cast-in-place culvert)



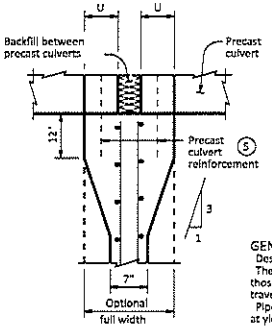
AT TOP OF INTERIOR WINGWALL

(Cast-in-place culvert)



AT OUTSIDE OF BOTTOM SLAB

(Cast-in-place culvert)



AT INTERIOR WINGWALL

(Precast culvert)

MATERIAL NOTES:

Provide Grade 60 reinforcing steel.

Provide galvanized reinforcing steel if required elsewhere in the plans.

Adjust reinforcing as necessary to provide a minimum clear cover of 1 ½".

Provide Class "C" concrete (f'c = 3,600 psi).

Provide pipe runners, cross pipes, and anchor pipes meeting the requirements of ASTM A53 (Type E or S, Gr B), ASTM A500 Gr B, or API 5LX52.

Provide ASTM A307 bolts.

Galvanize all steel components, except the concrete reinforcing, unless required elsewhere in the plans, after fabrication.

Repair galvanizing damaged during transport or construction in accordance with the Item 445, "Galvanizing".

GENERAL NOTES:

Designed according to AASHTO LRFD Bridge Design Specifications.

The safety end treatments shown herein are intended for use in those installations where out of control vehicles are likely to traverse the openings approximately perpendicular to the pipe runners.

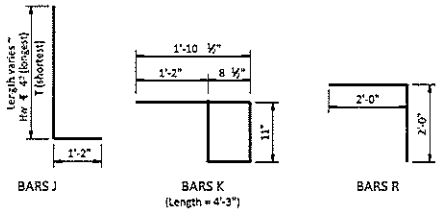
Pipe runners are designed for a traversing load of 1,800 pounds at yield as recommended by Research Report 280-1, "Safety Treatment of Roadside Cross-Drainage Structures", Texas Transportation Institute, March 1981.

The quantities for pipe runners, reinforcing steel, and concrete resulting from the formulas given herein are for Contractor's information only.

See the Box Culvert Supplement (BCS) standard sheet for additional dimensions and information.

Alternate design drawings bearing the seal of a professional engineer will be acceptable for precast construction of the safety end treatments.

Cover dimensions are clear dimensions, unless noted otherwise.
Reinforcing dimensions are out-to-out of bars.



BARS J

BARS K

(Length = 4'-3")

BARS R

TABLE OF REINFORCING BAR SIZES AND SPACING

Bar	Size	Spacing
C	#4	10" Max
D	#4	Match F and E
E	#4	1'-0" Max
F	#4	1'-3" Max
G	#6	As shown
J	#4	10" Max
K	#4	1'-0" Max
R	#4	As shown

PLAN VIEWS OF CORNER DETAILS

1. Recommended values of slope are: 3:1, 4:1, and 6:1. Provide 3:1 or flatter slope.
2. 0" Min to 5'-0" Max. Estimated curb heights are shown elsewhere in the plans. For structures without railing and curbs taller than 1'-0", refer to the Extended Curb Details (ECD) standard sheet.
3. Wingwall and slab thicknesses may be the same as the adjacent culvert wall and slab thicknesses (7" minimum). If thicknesses greater than the minimum (7") are used, no changes will be made in quantities and no additional compensation will be allowed.
4. For vehicle safety, reduce curb height, if necessary, to provide a maximum 3" projection. No changes will be made in quantities and no additional compensation will be allowed for this work.
5. For culverts with C = 0", the precast culvert reinforcing may extend 1'-0" minimum into wingwall. Wingwall Bars D and R may be omitted. Otherwise, refer to the Wingwall Connection detail on the Box Culvert Precast Miscellaneous Details (SCP-MD) standard sheet.

SHEET 1 OF 2

Texas Department of Transportation

Bridge Division Standard

SAFETY END TREATMENT

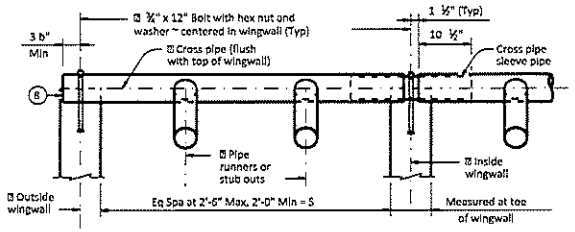
FOR 0° SKEW BOX CULVERTS (MAXIMUM Hw = 7'-0") TYPE I ~ CROSS DRAINAGE

SETB-CD

FILE:	setbcdse-20.dgn	DN: GAF	CK: CAT	DW: TxDOT	CK: TxDOT
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					81 OF 143

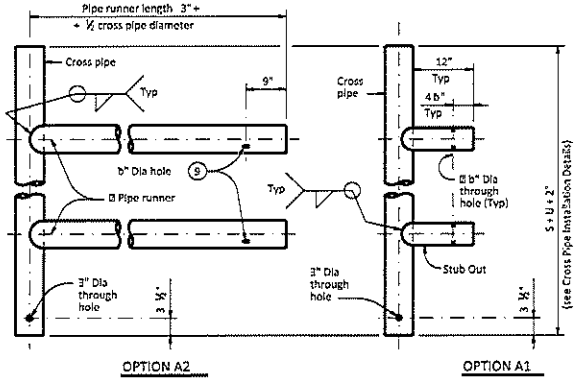
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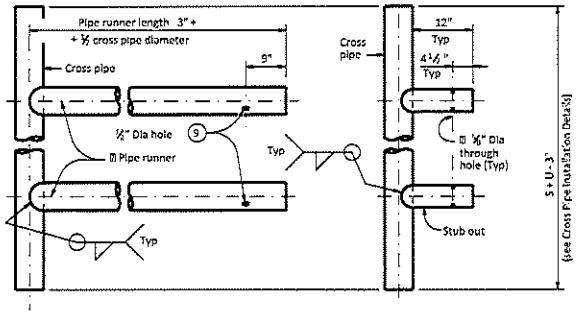
NOTE: At Contractor's option, make the cross pipe continuous across the inside wingwalls. If option is selected, omit the sleeve pipe and make a 3" diameter through hole in the cross pipe to accept the anchor bolt at the centerline of each inside wingwall.

CROSS PIPE INSTALLATION DETAILS



OPTION A2 OPTION A1

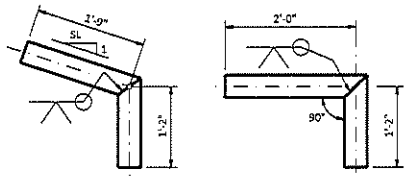
FOR USE IN OUTSIDE CULVERT BAY



OPTION A2 OPTION A1

FOR USE IN INSIDE CULVERT BAY

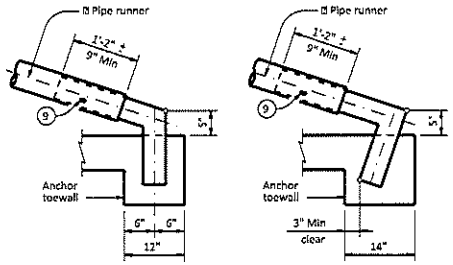
CROSS PIPE AND CONNECTIONS DETAILS



OPTION A OPTION B

BOTTOM ANCHOR PIPE DETAILS

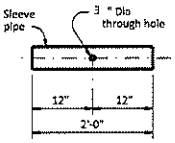
(10)



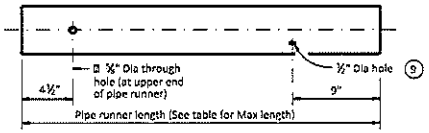
OPTION B1 OPTION B2

BOTTOM ANCHOR TOEWALL DETAILS

(Wingwall not shown for clarity.)



CROSS PIPE SLEEVE PIPE DETAILS



NOTE: The separate pipe runner shown is required when Cross Pipe Connection Option A1 is used.

PIPE RUNNER DETAILS

(6) Cross pipe is the same size as the pipe runner. Cross pipe stub out is the same size as the anchor pipe.

(7) Note that actual slope of safety pipe runner may vary slightly from side slope.

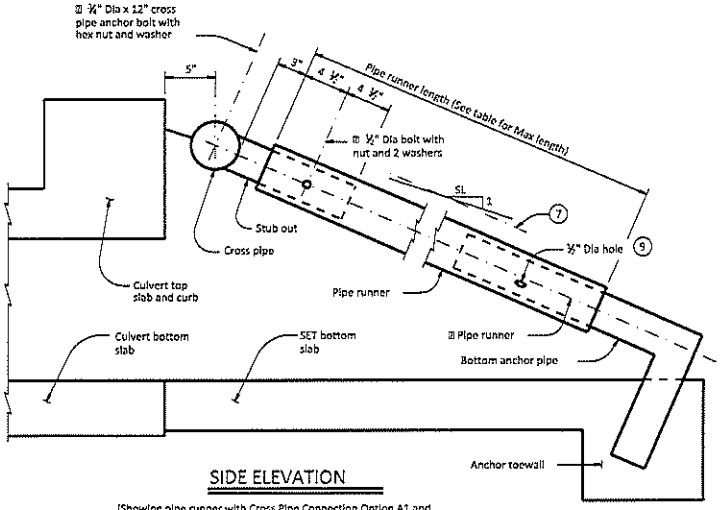
(8) Take care to ensure that riprap concrete does not flow into the cross pipe so as to permit disassembly of the bolted connection to allow cleanout access.

(9) After installation, inspect the 1#2" hole to ensure that the lap of the safety pipe runner with the bottom anchor pipe is adequate.

(10) At fabricator's option, a heat bend to a smooth 5" radius or a manufactured elbow (of the same material as the runner) may be substituted for the mitered and welded joint in the bottom anchor pipe.

MAXIMUM PIPE RUNNER LENGTHS AND REQUIRED PIPE RUNNER AND ANCHOR PIPE SIZES (6)

Maximum Pipe Runner Length	Required Pipe Runner Size			Required Anchor Pipe Size		
	Pipe Size	Pipe O.D.	Pipe I.D.	Pipe Size	Pipe O.D.	Pipe I.D.
10'- 0"	3" STD	3.500"	3.068"	2" STD	2.375"	2.067"
19'- 8"	4" STD	4.500"	4.026"	3" STD	3.500"	3.068"
34'- 2"	5" STD	5.563"	5.047"	4" STD	4.500"	4.026"



SIDE ELEVATION

(Showing pipe runner with Cross Pipe Connection Option A1 and Bottom Anchor Toewall Option B2. Wingwall not shown for clarity.)

SHEET 2 OF 2

Texas Department of Transportation — Bridge Division Standard

SAFETY END TREATMENT

FOR 0° SKEW BOX CULVERTS
(MAXIMUM Hw = 7'-0")
TYPE I ~ CROSS DRAINAGE

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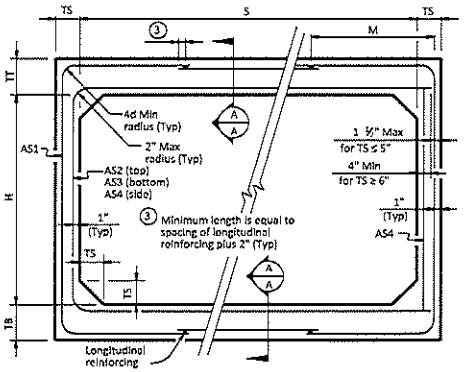
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BOX DATA

SECTION DIMENSIONS					Fill Height	M (Min)	REINFORCING (sq. in. / ft.) ②							① Lift Weight
S (ft.)	H (ft.)	TT (in.)	TB (in.)	TS (in.)	(ft.)	(in.)	AS1	AS2	AS3	AS4	AS5	AS7	AS8	(tons)
4	2	7.5	6	5	< 2	-	0.18	0.27	0.15	0.12	0.18	0.18	0.14	4.5
4	2	5	5	5	2 < 3	38	0.18	0.19	0.17	0.12	-	-	-	3.6
4	2	5	5	5	3 - 5	38	0.13	0.13	0.13	0.12	-	-	-	3.6
4	2	5	5	5	10	38	0.12	0.12	0.12	0.12	-	-	-	3.6
4	2	5	5	5	15	38	0.14	0.16	0.16	0.12	-	-	-	3.6
4	2	5	5	5	20	38	0.18	0.20	0.21	0.12	-	-	-	3.6
4	2	5	5	5	25	38	0.23	0.25	0.25	0.12	-	-	-	3.6
4	2	5	5	5	30	38	0.28	0.30	0.30	0.12	-	-	-	3.6
4	3	7.5	6	5	< 2	-	0.18	0.31	0.18	0.12	0.18	0.18	0.14	5.0
4	3	5	5	5	2 < 3	38	0.15	0.23	0.20	0.12	-	-	-	4.1
4	3	5	5	5	3 - 5	38	0.12	0.16	0.16	0.12	-	-	-	4.1
4	3	5	5	5	10	38	0.12	0.14	0.14	0.12	-	-	-	4.1
4	3	5	5	5	15	38	0.12	0.18	0.18	0.12	-	-	-	4.1
4	3	5	5	5	20	38	0.14	0.23	0.24	0.12	-	-	-	4.1
4	3	5	5	5	25	38	0.17	0.29	0.29	0.12	-	-	-	4.1
4	3	5	5	5	30	38	0.21	0.35	0.35	0.12	-	-	-	4.1
4	4	7.5	6	5	< 2	-	0.18	0.33	0.20	0.12	0.18	0.18	0.14	5.5
4	4	5	5	5	2 < 3	38	0.12	0.26	0.23	0.12	-	-	-	4.6
4	4	5	5	5	3 - 5	38	0.12	0.18	0.18	0.12	-	-	-	4.6
4	4	5	5	5	10	38	0.12	0.15	0.15	0.12	-	-	-	4.6
4	4	5	5	5	15	38	0.12	0.19	0.20	0.12	-	-	-	4.6
4	4	5	5	5	20	38	0.12	0.25	0.25	0.12	-	-	-	4.6
4	4	5	5	5	25	38	0.14	0.31	0.31	0.12	-	-	-	4.6
4	4	5	5	5	30	38	0.17	0.37	0.37	0.12	-	-	-	4.6

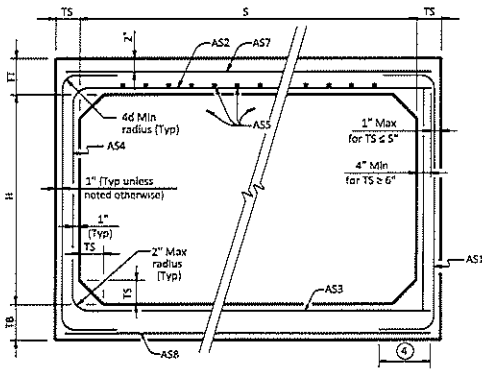
① For box length = 8'-0"

② AS1 thru AS4, AS7 and AS8 are minimum required areas of reinforcement per linear foot of box length. AS5 is minimum required area of reinforcement per linear foot of box width.



CORNER OPTION "A" CORNER OPTION "B"

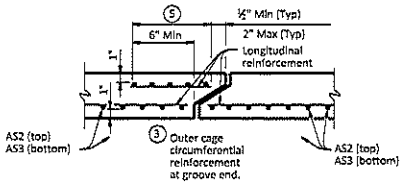
FILL HEIGHT 2 FT AND GREATER



CORNER OPTION "A" CORNER OPTION "B"

FILL HEIGHT LESS THAN 2 FT

④ Length is equal to spacing of longitudinal reinforcing plus 2". (10" Min) (Typ)



SECTION A-A

(Showing top and bottom slab joint reinforcement.)

MATERIAL NOTES:

Provide 0.03 sq. in./ft. minimum longitudinal reinforcement at each face in slabs and walls. This minimum requirement may be met by the transverse wires when wire mesh reinforcement is used.

Provide Class H concrete (f'c = 5,000 psi).

GENERAL NOTES:

Designs shown conform to ASTM C1577. Refer to ASTM C1577 for information or details not shown.

See Box Culverts Precast Miscellaneous Details (SCP-MD) standard sheet for details and notes not shown.

In lieu of furnishing the designs shown on this sheet, the contractor may furnish an alternate design that is equal to or exceeds the box design for the design fill height in the table. Submit shop plans for alternate designs in accordance with Item "Precast Concrete Structural Members (Fabrication)".

HL93 LOADING

Texas Department of Transportation — Bridge Division Standard

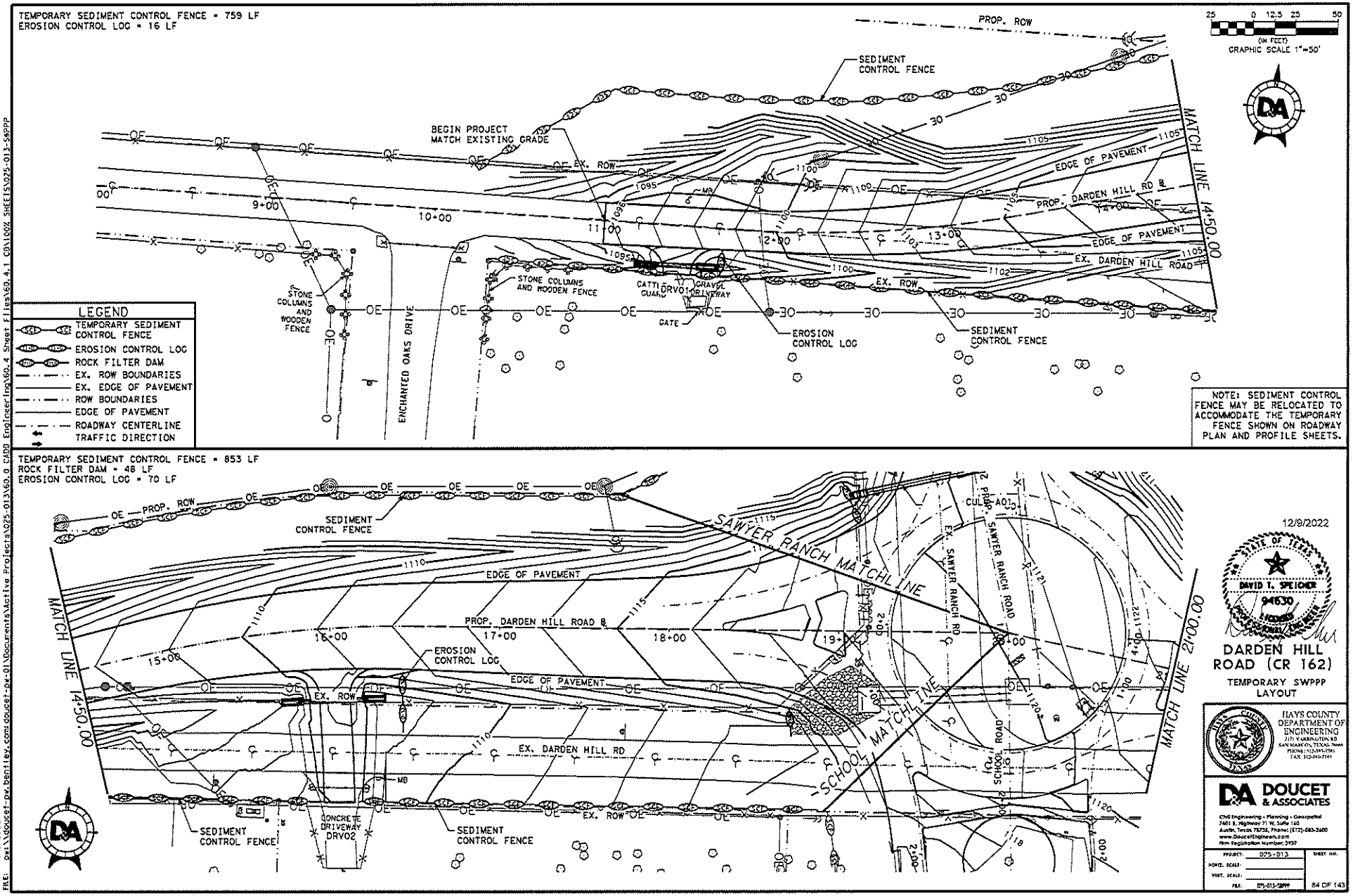
SINGLE BOX CULVERTS PRECAST 4'-0" SPAN

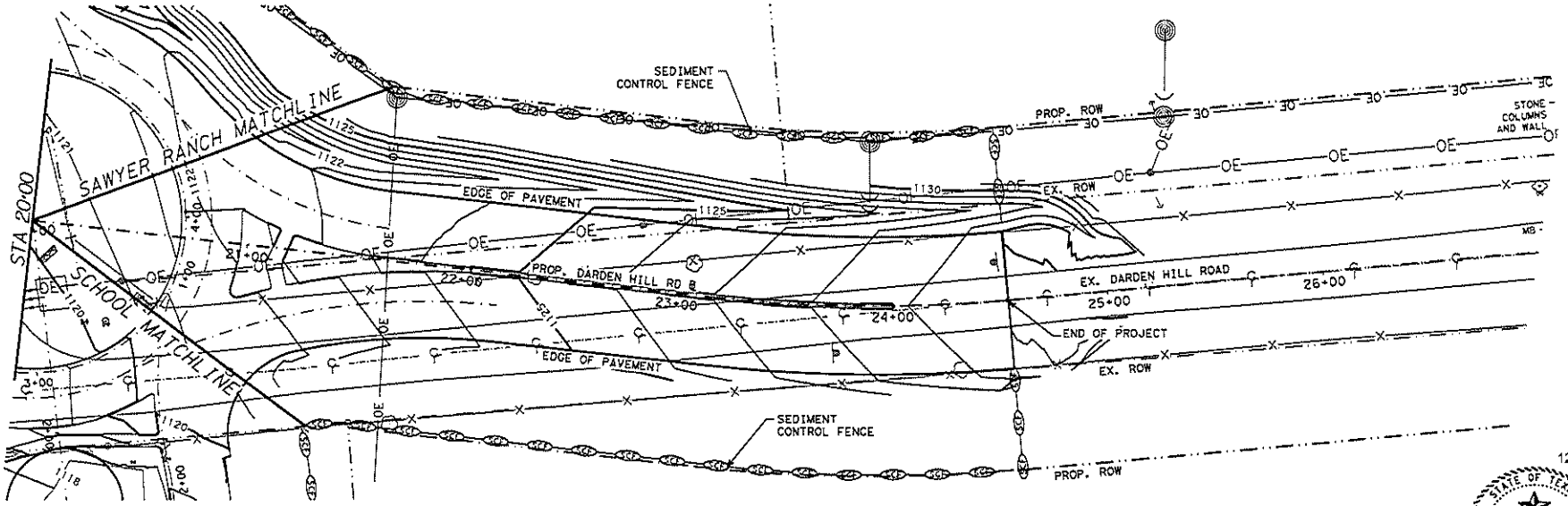
SCP-4

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FILE:


TEMPORARY SEDIMENT CONTROL FENCE = 759 LF
EROSION CONTROL LOG = 16 LF
PROP. ROW
SEDIMENT CONTROL FENCE
BEGIN PROJECT MATCH EXISTING GRADE
EX. ROW
EDGE OF PAVEMENT
PROP. DARDEN HILL RD
EX. DARDEN HILL ROAD
MATCH LINE 14+50.00
STONE COLUMNS AND WOODEN FENCE
ENCHANTED OAKS DRIVE
CATTLE GUARD
GRAVEL DRIVEWAY
GATE
EROSION CONTROL LOG
SEDIMENT CONTROL FENCE
25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'
LEGEND
TEMPORARY SEDIMENT CONTROL FENCE
EROSION CONTROL LOG
ROCK FILTER DAM
EX. ROW BOUNDARIES
EX. EDGE OF PAVEMENT
ROW BOUNDARIES
EDGE OF PAVEMENT
ROADWAY CENTERLINE
TRAFFIC DIRECTION
NOTE: SEDIMENT CONTROL FENCE MAY BE RELOCATED TO ACCOMMODATE THE TEMPORARY FENCE SHOWN ON ROADWAY PLAN AND PROFILE SHEETS.
TEMPORARY SEDIMENT CONTROL FENCE = 853 LF
ROCK FILTER DAM = 48 LF
EROSION CONTROL LOG = 70 LF
SAWYER RANCH MATCH LINE
SCHOOL MATCH LINE
MATCH LINE 21+00.00
EX. SAWYER RANCH RD
CULVERT A01
SCHOOL ROAD
CONCRETE DRIVEWAY DRV02
12/9/2022
DAVID T. SPEICHER
94630
DARDEN HILL ROAD (CR 162)
TEMPORARY SWPPP LAYOUT
HAYS COUNTY DEPARTMENT OF ENGINEERING
DOUCET & ASSOCIATES
PROJECT: 025-013
SHEET NO.
84 OF 143
DATE: 4/8/2022 9:03:22 AM
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25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

12/9/2022

DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

TEMPORARY SWPPP LAYOUT

TEMPORARY SEDIMENT CONTROL FENCE = 802 LF

LEGEND

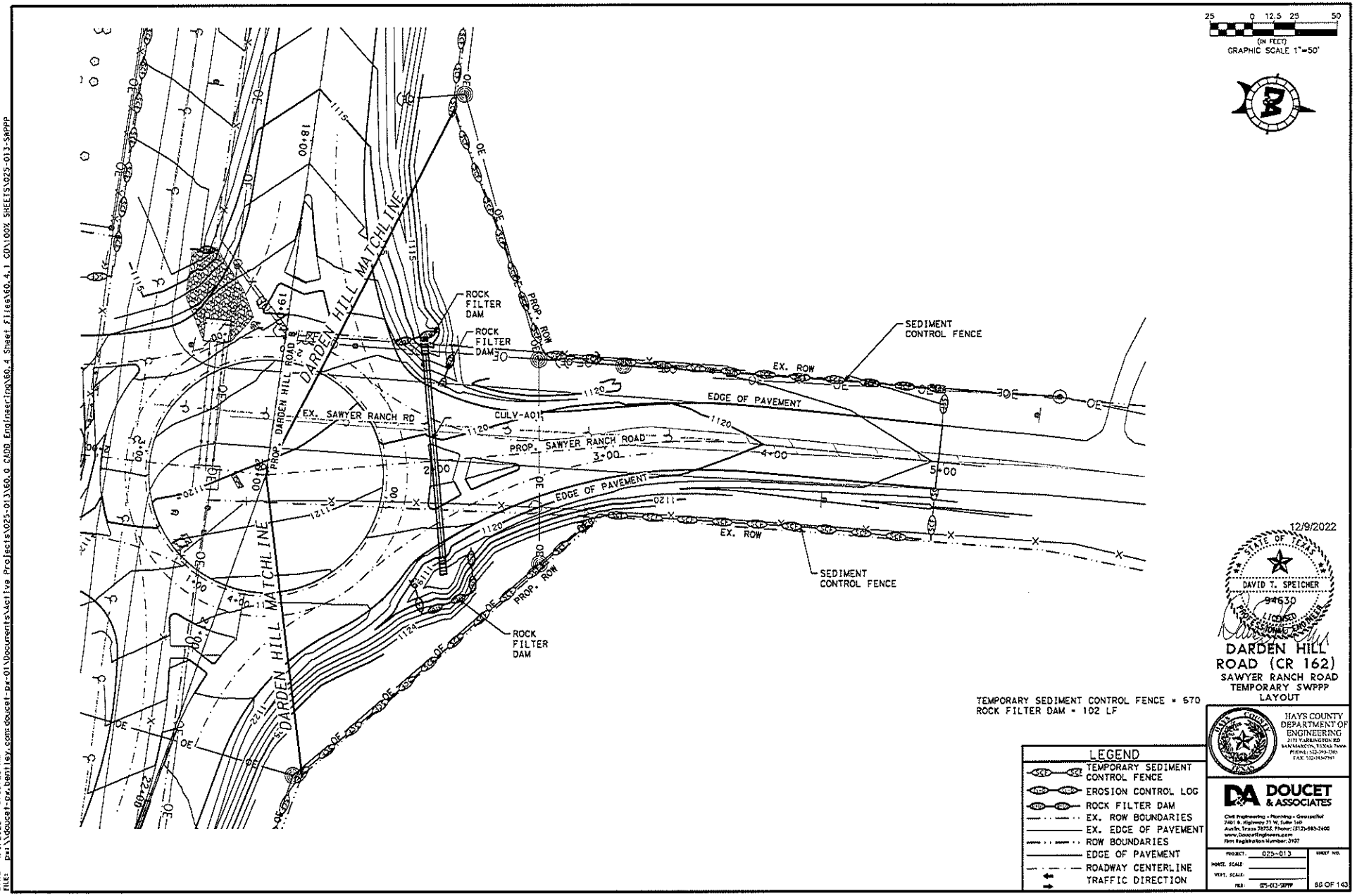
- TEMPORARY SEDIMENT CONTROL FENCE
- EROSION CONTROL LOG
- ROCK FILTER DAM
- EX. ROW BOUNDARIES
- EX. EDGE OF PAVEMENT
- ROW BOUNDARIES
- EDGE OF PAVEMENT
- ROADWAY CENTERLINE
- TRAFFIC DIRECTION

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE (512) 393-7307
FAX: 512-393-7320

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Civil Engineering • Planning • Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735. Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT: 025-013
HORIZ. SCALE:
VERT. SCALE:
FILE: 025-013-SWPPP
SHEET NO.
SS OF 143

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12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

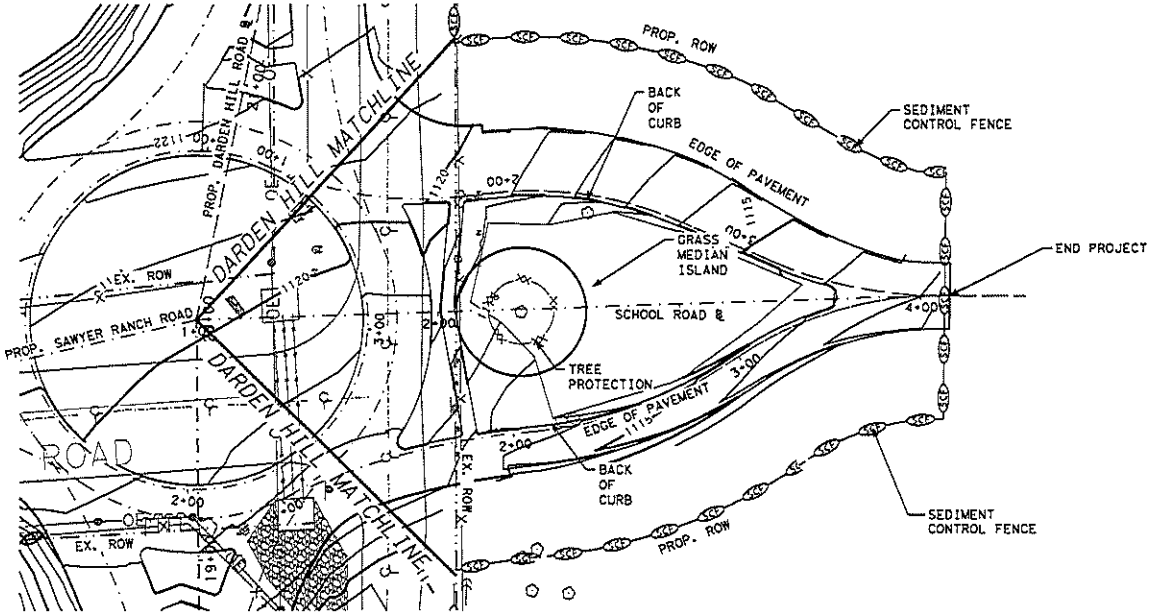
SAWYER RANCH ROAD TEMPORARY SWPPP LAYOUT

HAYS COUNTY DEPARTMENT OF ENGINEERING
211 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7305
FAX: 512-393-7991

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Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
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PROJECT: 025-013
HORIZ. SCALE:
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(IN FEET)
GRAPHIC SCALE 1"=50'

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

SCHOOL ROAD TEMPORARY SWPPP LAYOUT

TEMPORARY SEDIMENT CONTROL FENCE = 527 LF

LEGEND

- TEMPORARY SEDIMENT CONTROL FENCE
- EROSION CONTROL LOG
- ROCK FILTER DAM
- EX. ROW BOUNDARIES
- EX. EDGE OF PAVEMENT
- ROW BOUNDARIES
- EDGE OF PAVEMENT
- ROADWAY CENTERLINE
- TRAFFIC DIRECTION

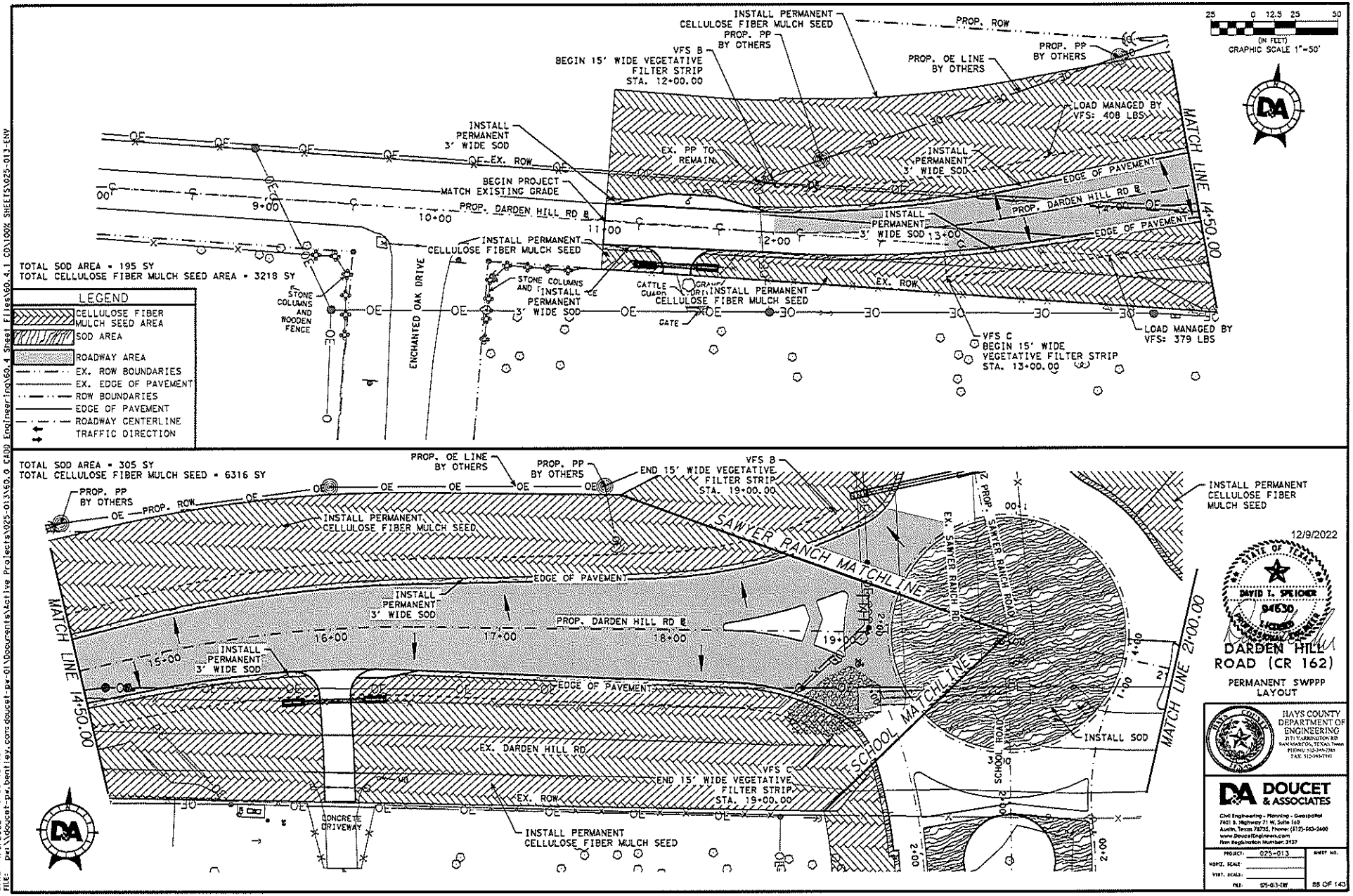
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SAN MARCOS, TEXAS 78666
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FAX: 512-393-7320

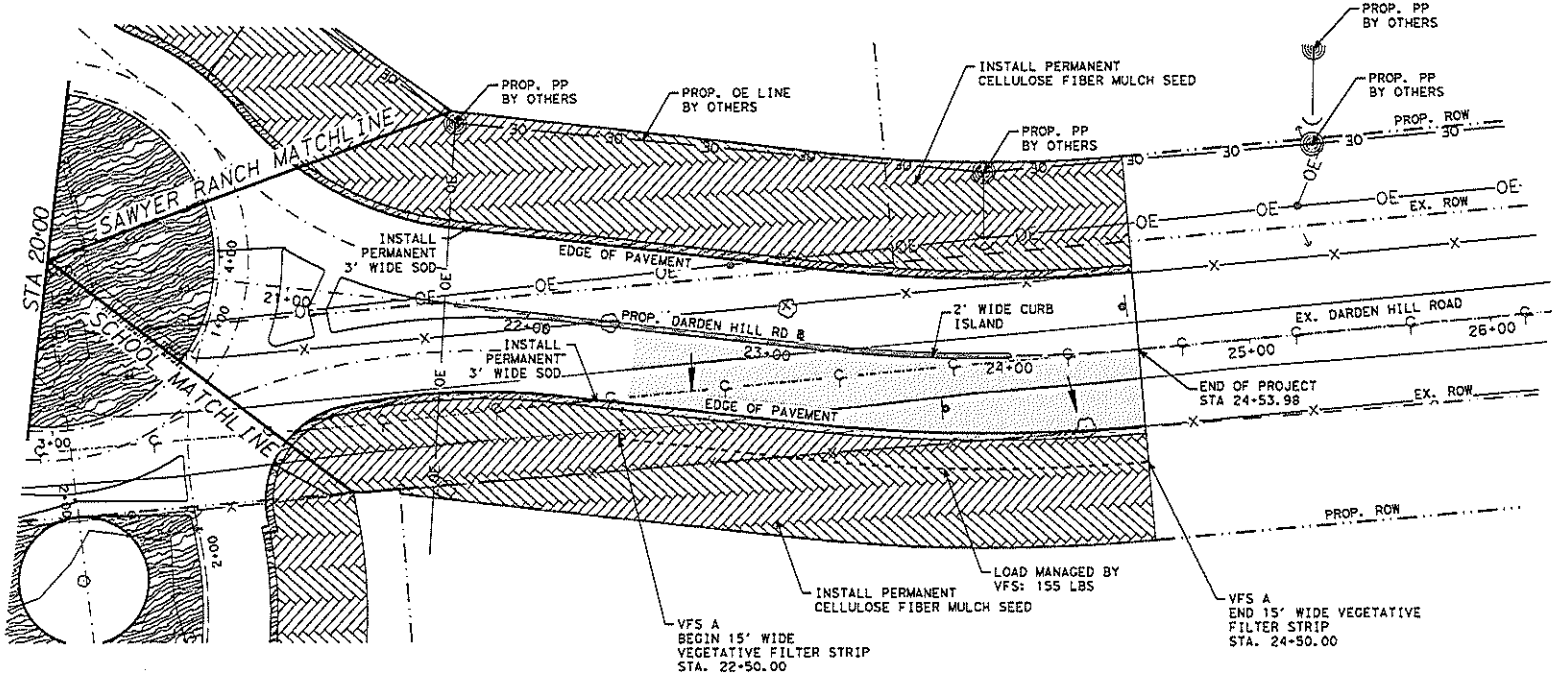
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TOTAL SOD AREA = 195 SY
TOTAL CELLULOSE FIBER MULCH SEED AREA = 3218 SY
LEGEND
CELLULOSE FIBER MULCH SEED AREA
SOD AREA
ROADWAY AREA
EX. ROW BOUNDARIES
EX. EDGE OF PAVEMENT
ROW BOUNDARIES
EDGE OF PAVEMENT
ROADWAY CENTERLINE
TRAFFIC DIRECTION
INSTALL PERMANENT CELLULOSE FIBER MULCH SEED
PROP. PP BY OTHERS
PROP. ROW
VFS B BEGIN 15' WIDE VEGETATIVE FILTER STRIP STA. 12+00.00
PROP. OE LINE BY OTHERS
LOAD MANAGED BY VFS: 408 LBS
INSTALL PERMANENT 3' WIDE SOD
EX. PP TO REMAIN
EX. ROW
BEGIN PROJECT MATCH EXISTING GRADE
PROP. DARDEN HILL RD B
EDGE OF PAVEMENT
MATCH LINE 14+50.00
STONE COLUMNS AND WOODEN FENCE
ENCHANTED OAK DRIVE
STONE COLUMNS AND INSTALL PERMANENT 3' WIDE SOD
CATTLE GUARD
GRAVEL DRIVE
GATE
VFS C BEGIN 15' WIDE VEGETATIVE FILTER STRIP STA. 13+00.00
LOAD MANAGED BY VFS: 379 LBS
25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'
TOTAL SOD AREA = 305 SY
TOTAL CELLULOSE FIBER MULCH SEED = 6316 SY
VFS B
END 15' WIDE VEGETATIVE FILTER STRIP STA. 19+00.00
SAWYER RANCH MATCHLINE
MATCH LINE 14+50.00
MATCH LINE 21+00.00
EX. SAWYER RANCH RD
PROP. SAWYER RANCH ROAD
SCHOOL MATCHLINE
SCHOOL ROAD
EX. DARDEN HILL RD
CONCRETE DRIVEWAY
VFS C
END 15' WIDE VEGETATIVE FILTER STRIP STA. 19+00.00
INSTALL SOD
12/9/2022
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER
DARDEN HILL ROAD (CR 162)
PERMANENT SWPPP LAYOUT
HAYS COUNTY DEPARTMENT OF ENGINEERING
DOUCET & ASSOCIATES
PROJECT: 025-013
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88 OF 143
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25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

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DAVID T. SPEICHER
94630
LICENSED PROFESSIONAL ENGINEER
STATE OF TEXAS

DARDEN HILL ROAD (CR 162)

PERMANENT SWPPP LAYOUT

TOTAL SOD AREA = 259 SY
TOTAL CELLULOSE FIBER MULCH SEED AREA = 3650 SY

LEGEND

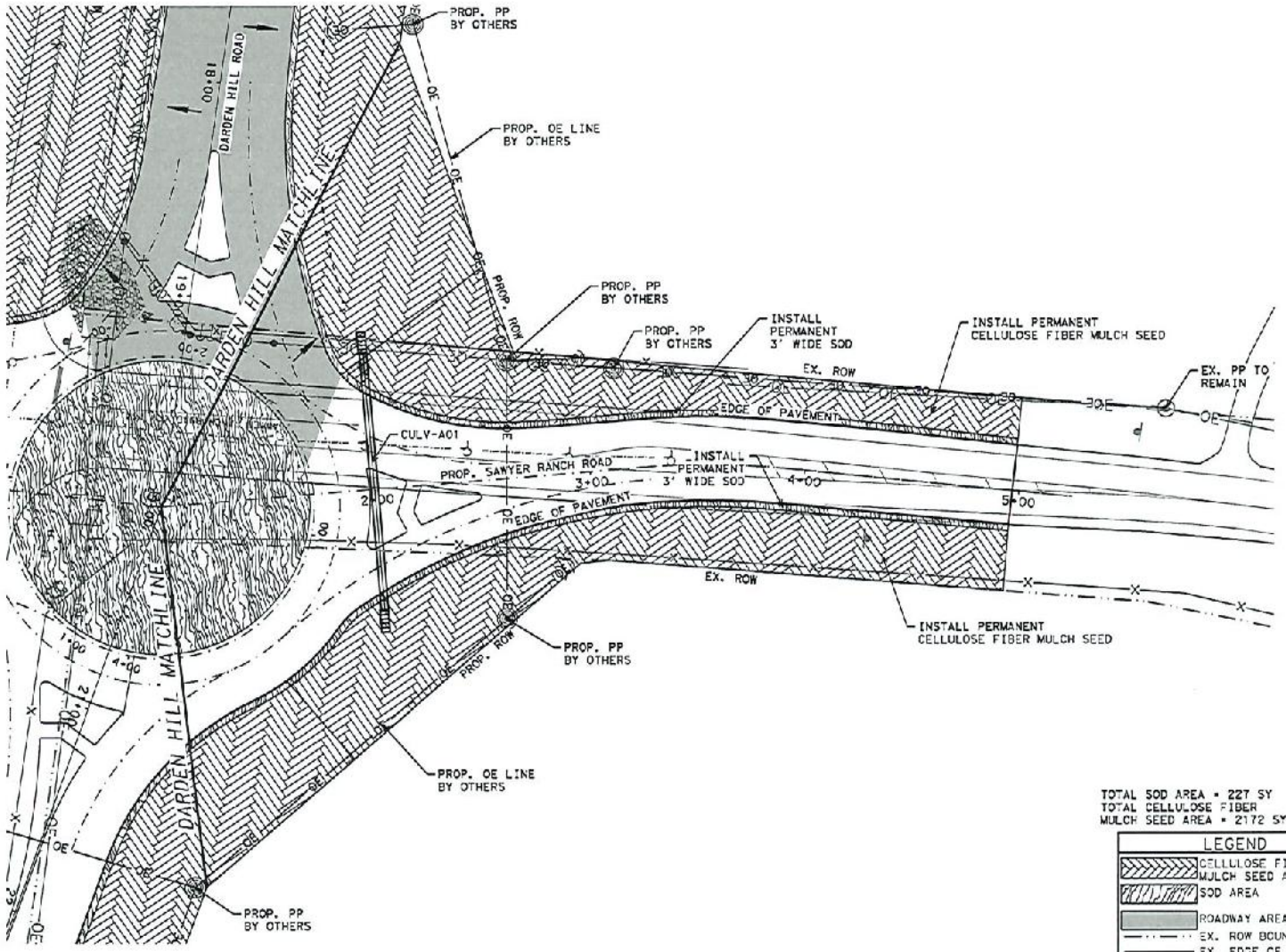
- CELLULOSE FIBER MULCH SEEDAREA
- SOD AREA
- ROADWAY AREA
- EX. ROW BOUNDARIES
- EX. EDGE OF PAVEMENT
- ROW BOUNDARIES
- EDGE OF PAVEMENT
- ROADWAY CENTERLINE
- TRAFFIC DIRECTION

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VERT. SCALE:
FILE: 025-013-SW
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GRAPHIC SCALE 1"=50'

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STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

SAWYER RANCH ROAD PERMANENT SWPPP LAYOUT

TOTAL SOD AREA = 227 SY
TOTAL CELLULOSE FIBER MULCH SEED AREA = 2172 SY

LEGEND

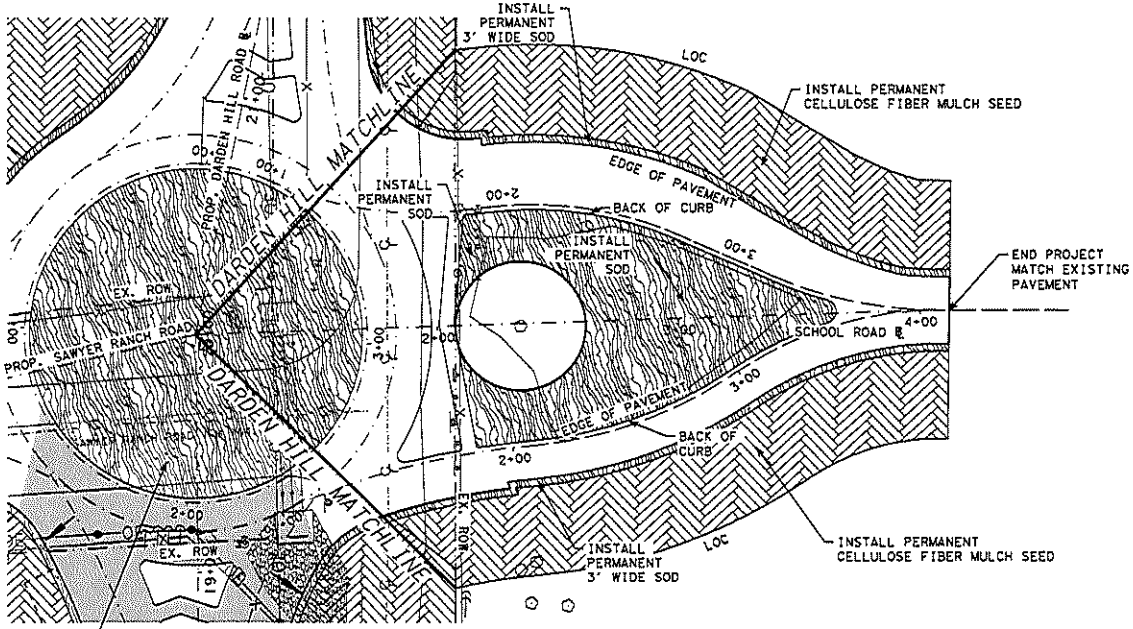
- CELLULOSE FIBER MULCH SEED AREA
- SOD AREA
- ROADWAY AREA
- EX. ROW BOUNDARIES
- EX. EDGE OF PAVEMENT
- ROW BOUNDARIES
- EDGE OF PAVEMENT
- ROADWAY CENTERLINE
- TRAFFIC DIRECTION

HAYS COUNTY DEPARTMENT OF ENGINEERING
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(IN FEET)
GRAPHIC SCALE 1"=50'

12/9/2022

DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

SCHOOL ROAD
PERMANENT SWPPP
LAYOUT

TOTAL SOD AREA = 1,055 SY
TOTAL CELLULOSE FIBER MULCH SEED AREA = 1,826 SY

LEGEND

- CELLULOSE FIBER MULCH SEED AREA
- SOD AREA
- ROADWAY AREA
- EX. ROW BOUNDARIES
- EX. EDGE OF PAVEMENT
- ROW BOUNDARIES
- EDGE OF PAVEMENT
- ROADWAY CENTERLINE
- TRAFFIC DIRECTION

HAYS COUNTY DEPARTMENT OF ENGINEERING
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VFS south of Ditch A (STA 22+50 to 24+50)

1. Required Load Reduction for the total project:

Lm = 27.2(An x P)

Lm = Required TSS removal resulting from proposed development = 80% of increased load
An = Anet increase in impervious area for the project
P = Average annual precipitation

County =	Hays
Total Project area =	8.02 acres
Pre-development impervious area within the limits of th	1.33 acres
Total post-development area within the limits of the pla	2.360 acres
Total post-development impervious cover fraction =	0.29
P =	33 inches
Lm total project (TCEQ Required 80%)=	925 lbs.

2. Drainage Basin Parameters:

Total drainage basin =	0.16 acres
Predevelopment impervious area within drainage basin	0 acres
Post-development impervious area within drainage basi	0.16 acres
Post-development impervious fraction within drainage basi	1.00
Lm (TCEQ Required 80%)=	144 lbs.

3. Indicate the proposed BMP Code for this basin:

Proposed BMP =	Vegetated Filter Strip
Removal efficiency =	85 percent

4. Calculate Maximum TSS Load Removed (Lr) for this Drainage Basin by the selected BMP Type.

Lr = (BMP efficiency) x P x (Ai x 34.6 + Ap x 0.54)

Ac = Total On-site drainage area in the BMP catchment area
Ai = Impervious area proposed in the BMP catchment area
Ap = Pervious area remaining in the BMP catchment area
Lr = TSS Load removed from this catchment area by the proposed BMP

Ac =	0.16 acres
Ai =	0.16 acres
Ap =	0.00 acres
Lr =	155 lbs.

5. Calculate Fraction of Annual Runoff to Treat the drainage basin:

Desired Lm this basin =	155 lbs.
F =	1.00

6. Calculate Capture Volume required by the BMP Type for this drainage basin:

Rainfall Depth =	4 inches
Post Development Runoff Coefficient =	0.82
On-site Water Quality Volume =	1,896 cubic feet
Off-site area draining to BMP =	0 acres
Off-Site impervious cover draining to BMP =	0 acres
Impervious fraction of off-site area =	0
Off-site Runoff Coefficient =	0.00
Off-site Water Quality Volume =	0 cubic feet
Storage for sediment =	379 cubic feet
Total Capture Volume (required water quality volume x 1.2	2,276 cubic feet

VFS along Ditch B (STA 12+00 to 19+00)

1. Required Load Reduction for the total project:

Lm = 27.2(An x P)

Lm = Required TSS removal resulting from proposed development = 80% of increased load
An = Anet increase in impervious area for the project
P = Average annual precipitation

County =	Hays
Total Project area =	8.02 acres
Pre-development impervious area within the limits of th	1.33 acres
Total post-development area within the limits of the pla	2.360 acres
Total post-development impervious cover fraction =	0.29
P =	33 inches
Lm total project (TCEQ Required 80%)=	925 lbs.

2. Drainage Basin Parameters:

Total drainage basin =	0.44 acres
Predevelopment impervious area within drainage basin	0 acres
Post-development impervious area within drainage basi	0.42 acres
Post-development impervious fraction within drainage basi	0.95
Lm (TCEQ Required 80%)=	377 lbs.

3. Indicate the proposed BMP Code for this basin:

Proposed BMP =	Vegetated Filter Strip
Removal efficiency =	85 percent

4. Calculate Maximum TSS Load Removed (Lr) for this Drainage Basin by the selected BMP Type.

Lr = (BMP efficiency) x P x (Ai x 34.6 + Ap x 0.54)

Ac = Total On-site drainage area in the BMP catchment area
Ai = Impervious area proposed in the BMP catchment area
Ap = Pervious area remaining in the BMP catchment area
Lr = TSS Load removed from this catchment area by the proposed BMP

Ac =	0.44 acres
Ai =	0.42 acres
Ap =	0.02 acres
Lr =	408 lbs.

5. Calculate Fraction of Annual Runoff to Treat the drainage basin:

Desired Lm this basin =	408 lbs.
F =	1.00

6. Calculate Capture Volume required by the BMP Type for this drainage basin:

Rainfall Depth =	4 inches
Post Development Runoff Coefficient =	0.78
On-site Water Quality Volume =	4,979 cubic feet
Off-site area draining to BMP =	0 acres
Off-Site impervious cover draining to BMP =	0 acres
Impervious fraction of off-site area =	0
Off-site Runoff Coefficient =	0.00
Off-site Water Quality Volume =	0 cubic feet
Storage for sediment =	996 cubic feet
Total Capture Volume (required water quality volume x 1.2	5,974 cubic feet

12/9/2022

STATE OF TEXAS
ALEXANDER K. CHAN
131633
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

VEGETATIVE FILTER STRIP

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SAN MARCOS, TEXAS 78666
PHONE: (512)-393-7307
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PROJECT:	925-013
HORIZ. SCALE:	
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FILE:	925-013-TCEQ
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VFS along Ditch C (STA 13+00 to 19+00)

1. Required Load Reduction for the total project:

Lm = 27.2(An x P)

Lm = Required TSS removal resulting from proposed development = 80% of increased load
An = Anet increase in impervious area for the project
P = Average annual precipitation

County =	Hays
Total Project area =	8.02 acres
Pre-development impervious area within the limits of th	1.33 acres
Total post-development area within the limits of the pla	2.350 acres
Total post-development impervious cover fraction =	0.29
P =	33 inches
Lm total project (TCEQ Required 80%)=	925 lbs.

2. Drainage Basin Parameters:

Total drainage basin =	0.41 acres
Predevelopment impervious area within drainage basin	0 acres
Post-development impervious area within drainage bas	0.39 acres
Post-development impervious fraction within drainage basi	0.95
Lm (TCEQ Required 80%)=	350 lbs.

3. Indicate the proposed BMP Code for this basin:

Proposed BMP =	Vegetated Filter Strip
Removal efficiency =	85 percent

4. Calculate Maximum TSS Load Removed (Lr) for this Drainage Basin by the selected BMP Type.

Lr = (BMP efficiency) x P x (Al x 34.5 + Ap x 0.54)

Ac = Total On-site drainage area in the BMP catchment area
Al = Impervious area proposed in the BMP catchment area
Ap = Pervious area remaining in the BMP catchment area
Lr = TSS Load removed from this catchment area by the proposed BMP

Ac =	0.41 acres
Al =	0.39 acres
Ap =	0.02 acres
Lr =	379 lbs.

5. Calculate Fraction of Annual Runoff to Treat the drainage basin:

Desired Lm this basin =	379 lbs.
F =	1.00

6. Calculate Capture Volume required by the BMP Type for this drainage basin:

Rainfall Depth =	4 inches
Post Development Runoff Coefficient =	0.78
On-site Water Quality Volume =	4,628 cubic feet
Off-site area draining to BMP =	0 acres
Off-Site impervious cover draining to BMP =	0 acres
Impervious fraction of off-site area =	0
Off-Site Runoff Coefficient =	0.00
Off-site Water Quality Volume =	0 cubic feet
Storage for sediment =	925 cubic feet
Total Capture Volume (required water quality volume x 1.2	5,548 cubic feet

12/9/2022

STATE OF TEXAS
ALEXANDER K. CHAN
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PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

VEGETATIVE FILTER STRIP

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203 WASHINGTON ST
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PHONE: (512) 393-2049
FAX: 393-2040

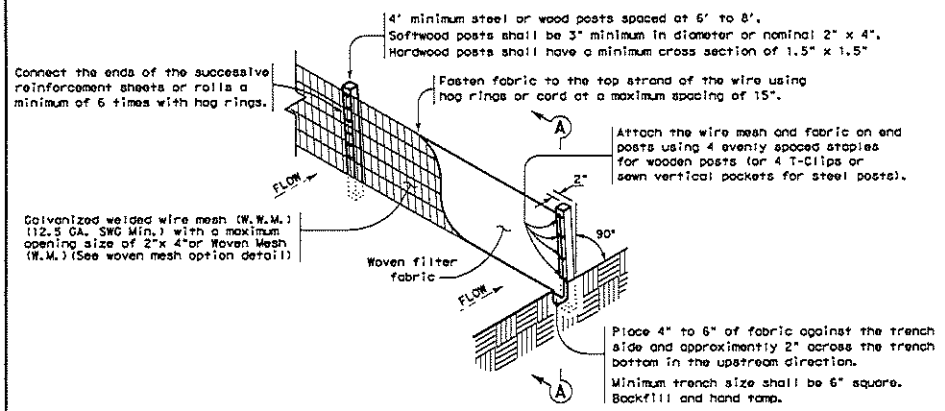
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PROJECT: 025-013
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93 OF 140

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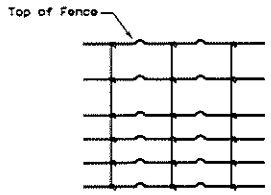
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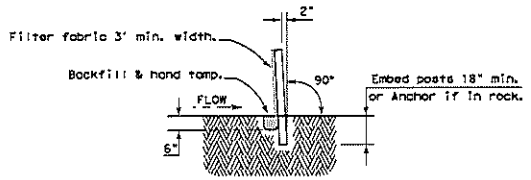
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TEMPORARY SEDIMENT CONTROL FENCE

SCF





SECTION A-A

HINGE JOINT KNOT WOVEN MESH (OPTION) DETAIL

Galvanized hinge joint knot woven mesh (12.5 GA.SWG Min.) requires a minimum of five horizontal wires spaced at a maximum of 12 inches apart and all vertical wires spaced at a maximum of 12 inches apart.

SEDIMENT CONTROL FENCE USAGE GUIDELINES

A sediment control fence may be constructed near the downstream perimeter of a disturbed area along a contour to intercept sediment from overland runoff. A 2 year storm frequency may be used to calculate the flow rate to be filtered.

Sediment control fence should be sized to filter a maximum flow through rate of 100 GPM/FT^2. Sediment control fence is not recommended to control erosion from a drainage area larger than 2 acres.

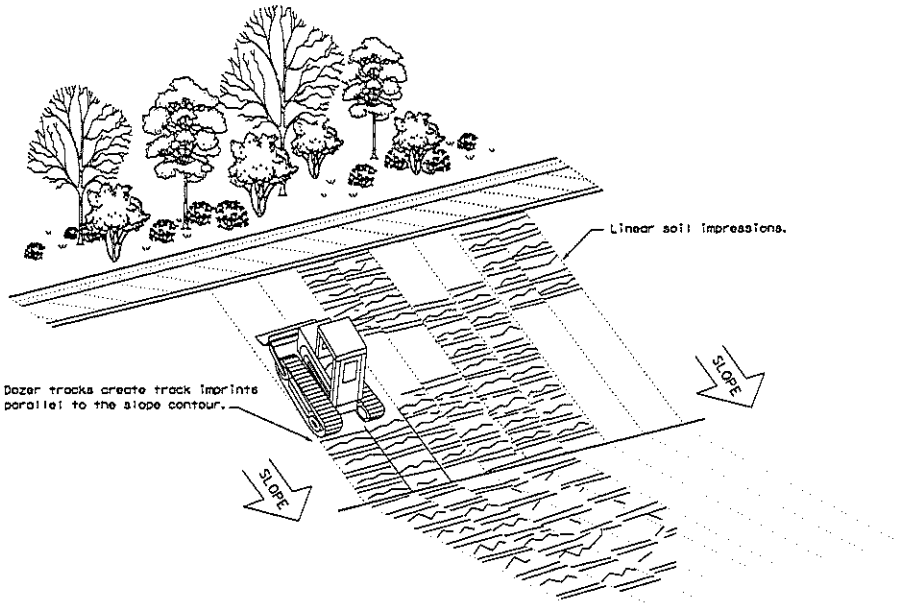
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Sediment Control Fence

SCF

GENERAL NOTES

1. Vertical tracking is required on projects where soil distributing activities have occurred unless otherwise approved.
2. Perform vertical tracking on slopes to temporarily stabilize soil.
3. Provide equipment with a track undercarriage capable of producing linear soil impressions measuring a minimum of 12" in length by 2" to 4" in width by 1/2" to 2" in depth.
4. Do not exceed 12" between track impressions.
5. Install continous linear track impressions where the minimum 12" length impressions are perpendicular to the slope or direction of water flow.



VERTICAL TRACKING

Texas Department of Transportation

Design Division Standard

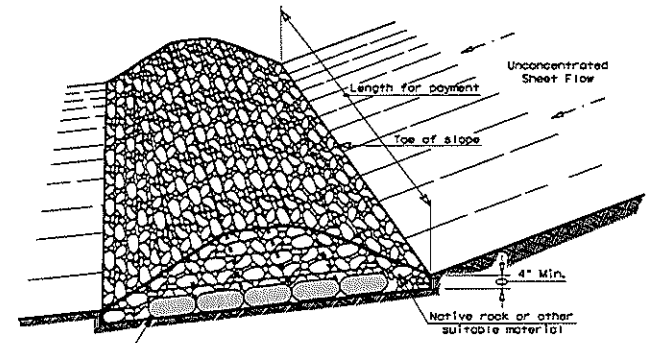
TEMPORARY EROSION, SEDIMENT AND WATER POLLUTION CONTROL MEASURES

FENCE & VERTICAL TRACKING

EC(1)-16

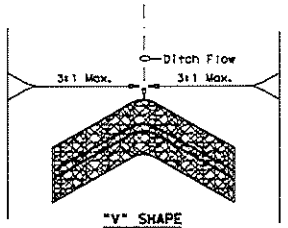
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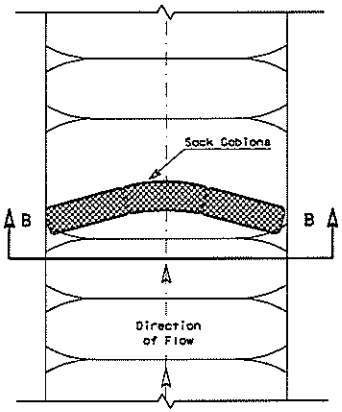


FILTER DAM AT TOE OF SLOPE

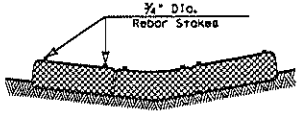
RFD1



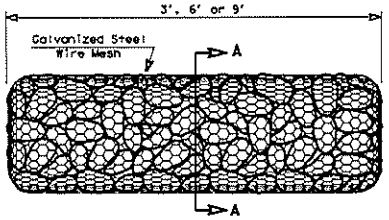
"V" SHAPE PLAN VIEW



PLAN VIEW

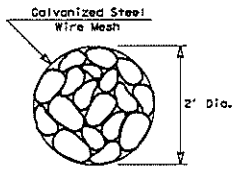


SECTION B-B

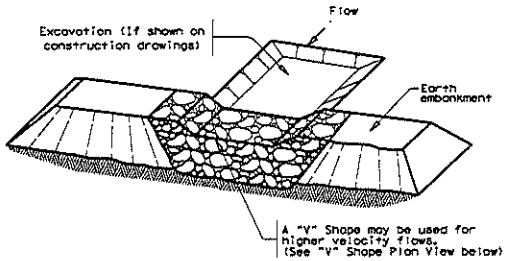


TYPE 4 (SACK GABIONS)

RFD4

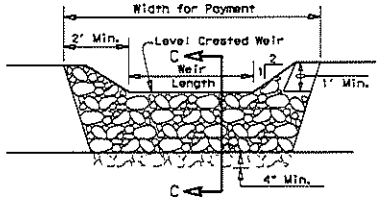


SECTION A-A

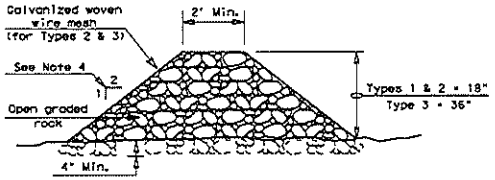


FILTER DAM AT SEDIMENT TRAP

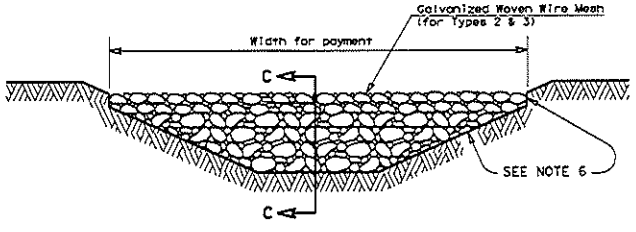
RFD1 OR RFD2



PROFILE



SECTION C-C



FILTER DAM AT CHANNEL SECTIONS

RFD1 OR RFD2 OR RFD3

ROCK FILTER DAM USAGE GUIDELINES

Rock Filter Dams should be constructed downstream from disturbed areas to intercept sediment from overland runoff and/or concentrated flow. The dams should be sized to filter a maximum flow through rate of 50 GPM/FT² of cross sectional area. A 2 year storm frequency may be used to calculate the flow rate.

Type 1 (18" high with no wire mesh) (3" to 6" aggregate): Type 1 may be used at the toe of slopes, around inlets, in small ditches, and at dike or swale outlets. This type of dam is recommended to control erosion from a drainage area of 5 acres or less. Type 1 may not be used in concentrated high velocity flows (approximently 8 Ft/Sec or more) in which aggregate wash out may occur. Sandbags may be used at the embedded foundation (4" deep min.) for better filtering efficiency of low flows if called for on the plans or directed by the Engineer.

Type 2 (18" high with wire mesh) (3" to 6" aggregate): Type 2 may be used in ditches and at dike or swale outlets.

Type 3 (36" high with wire mesh) (4" to 8" aggregate): Type 3 may be used in stream flow and should be secured to the stream bed.

Type 4 (Sack gabions) (3" to 6" aggregate): Type 4 May be used in ditches and smaller channels to form an erosion control dam.

Type 5: Provide rock filter dams as shown on plans.

GENERAL NOTES

1. If shown on the plans or directed by the Engineer, filter dams should be placed near the toe of slopes where erosion is anticipated, upstream and/or downstream at drainage structures, and in roadway ditches and channels to collect sediment.
2. Materials (aggregate, wire mesh, sandbags, etc.) shall be as indicated by the specification for "Rock Filter Dams for Erosion and Sedimentation Control".
3. The rock filter dam dimensions shall be as indicated on the SW3P plans.
4. Side slopes should be 2:1 or flatter. Dams within the safety zone shall have sideslopes of 6:1 or flatter.
5. Maintain a minimum of 1' between top of rock filter dam weir and top of embankment for filter dams at sediment traps.
6. Filter dams should be embedded a minimum of 4" into existing ground.
7. The sediment trap for ponding of sediment laden runoff shall be of the dimensions shown on the plans.
8. Rock filter dam types 2 & 3 shall be secured with 20 gauge galvanized woven wire mesh with 1" diameter hexagonal openings. The aggregate shall be placed on the mesh to the height & slopes specified. The mesh shall be folded at the upstream side over the aggregate and tightly secured to itself on the downstream side using wire ties or hog rings. For in stream use, the mesh should be secured or staked to the stream bed prior to aggregate placement.
9. Sack Gabions should be staked down with ¾" dia. rebar stakes, and have a double-twisted hexagonal weave with a nominal mesh opening of 2 ½" x 3 ¼"
10. Flow outlet should be onto a stabilized area (vegetation, rock, etc.).
11. The guidelines shown hereon are suggestions only and may be modified by the Engineer.

PLAN SHEET LEGEND

Type 1 Rock Filter Dam — RFD1
Type 2 Rock Filter Dam — RFD2
Type 3 Rock Filter Dam — RFD3
Type 4 Rock Filter Dam — RFD4

Texas Department of Transportation — Design Division Standard

TEMPORARY EROSION, SEDIMENT AND WATER POLLUTION CONTROL MEASURES

ROCK FILTER DAMS

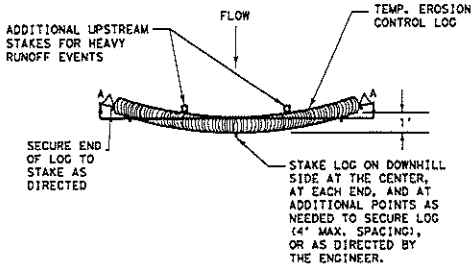
EC(2)-16

FILE: ec216	DN: TxDOT	CK: KM	DW: VP	CK: LS	
©TxDOT: JULY 2016	CONT	SECT	JOB	HIGHWAY	
REVISIONS	DIST	COUNTY		SHEET NO.	
				25 OF 143	

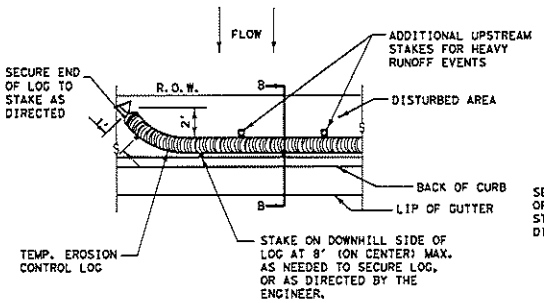
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FILE:

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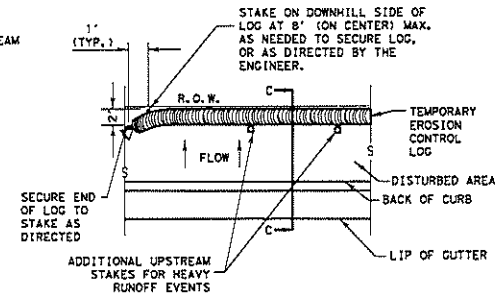
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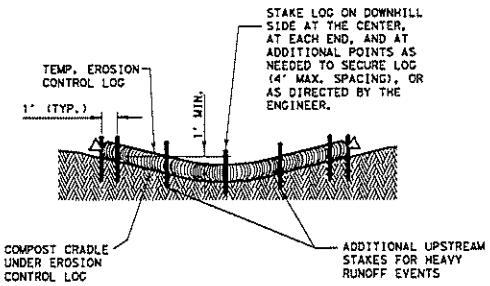
PLAN VIEW



PLAN VIEW



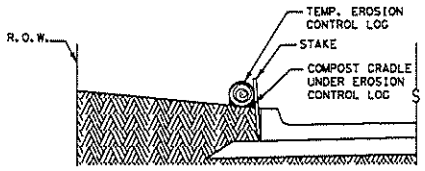
PLAN VIEW



SECTION A-A

EROSION CONTROL LOG DAM

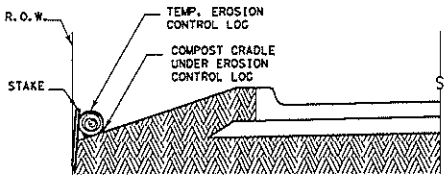
CL-D



SECTION B-B

EROSION CONTROL LOG AT BACK OF CURB

CL-BOC



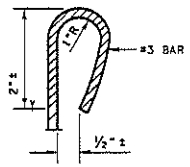
SECTION C-C

EROSION CONTROL LOG AT EDGE OF RIGHT-OF-WAY

CL-ROW

LEGEND

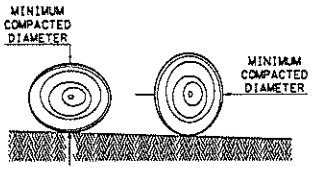
- CL-D — EROSION CONTROL LOG DAM
- CL-BOC — EROSION CONTROL LOG AT BACK OF CURB
- CL-ROW — EROSION CONTROL LOG AT EDGE OF RIGHT-OF-WAY
- CL-SST — EROSION CONTROL LOGS ON SLOPES STAKE AND TRENCHING ANCHORING
- CL-SSL — EROSION CONTROL LOGS ON SLOPES STAKE AND LASHING ANCHORING
- CL-DI — EROSION CONTROL LOG AT DROP INLET
- CL-CI — EROSION CONTROL LOG AT CURB INLET
- CL-GI — EROSION CONTROL LOG AT CURB & GRATE INLET



REBAR STAKE DETAIL

GENERAL NOTES:

1. EROSION CONTROL LOGS SHALL BE INSTALLED IN ACCORDANCE WITH MANFACTURER'S RECOMMENDATIONS, OR AS DIRECTED BY THE ENGINEER.
2. LENGTHS OF EROSION CONTROL LOGS SHALL BE IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS AND AS REQUIRED FOR THE PURPOSE INTENDED.
3. UNLESS OTHERWISE DIRECTED, USE BIODEGRADABLE OR PHOTODEGRADABLE CONTAINMENT MESH ONLY WHERE LOG WILL REMAIN IN PLACE AS PART OF A VEGETATIVE SYSTEM. FOR TEMPORARY INSTALLATIONS, USE RECYCLABLE CONTAINMENT MESH.
4. FILL LOGS WITH SUFFICIENT FILTER MATERIAL TO ACHIEVE THE MINIMUM COMPACTED DIAMETER SPECIFIED IN THE PLANS WITHOUT EXCESSIVE DEFORMATION.
5. STAKES SHALL BE 2" X 2" WOOD OR #3 REBAR, 2'-4' LONG, EMBEDDED SUCH THAT 2" PROTRUDES ABOVE LOG, OR AS DIRECTED BY THE ENGINEER.
6. DO NOT PLACE STAKES THROUGH CONTAINMENT MESH.
7. COMPOST CRADLE MATERIAL IS INCIDENTAL & WILL NOT BE PAID FOR SEPARATELY.
8. SANDBAGS USED AS ANCHORS SHALL BE PLACED ON TOP OF LOGS & SHALL BE OF SUFFICIENT SIZE TO HOLD LOGS IN PLACE.
9. TURN THE ENDS OF EACH ROW OF LOGS UPSLOPE TO PREVENT RUNOFF FROM FLOWING AROUND THE LOG.
10. FOR HEAVY RUNOFF EVENTS, ADDITIONAL UPSTREAM STAKES MAY BE NECESSARY TO KEEP LOG FROM FOLDING IN ON ITSELF.



DIAMETER MEASUREMENTS OF EROSION CONTROL LOGS SPECIFIED IN PLANS

SEDIMENT BASIN & TRAP USAGE GUIDELINES

An erosion control log sediment trap may be used to filter sediment out of runoff draining from an unstabilized area.

Log Traps: The drainage area for a sediment trap should not exceed 5 acres. The trap capacity should be 1800 CF/Acre (0.5" over the drainage area).

Control logs should be placed in the following locations:

1. Within drainage ditches spaced as needed or min. 500' on center
2. Immediately preceding ditch inlets or drain inlets
3. Just before the drainage enters a water course
4. Just before the drainage leaves the right of way
5. Just before the drainage leaves the construction limits where drainage flows away from the project.

The logs should be cleaned when the sediment has accumulated to a depth of 1/2 the log diameter.

Cleaning and removal of accumulated sediment deposits is incidental and will not be paid for separately.

Texas Department of Transportation — Design Division Standard

TEMPORARY EROSION, SEDIMENT AND WATER POLLUTION CONTROL MEASURES

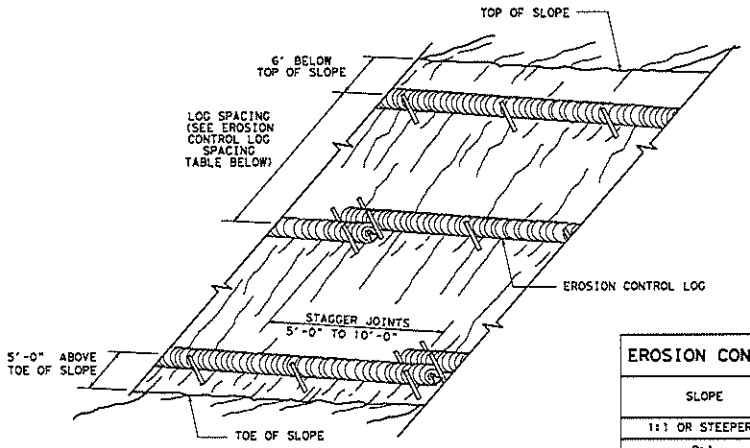
EROSION CONTROL LOG

EC(9)-16

FILE: ec916	DN: TxDOT	CK: KM	DW: LS/PT	CK: LS
©TxDOT JULY 2016	CONT	SECT	JOB	HIGHWAY
REVISIONS	DIST	COUNTY		SHEET NO.
				86 OF 143

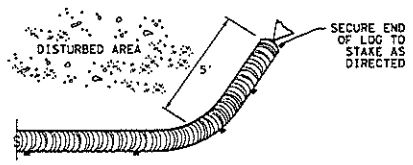
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EROSION CONTROL LOGS ON SLOPES
STAKE AND TRENCHING ANCHORING

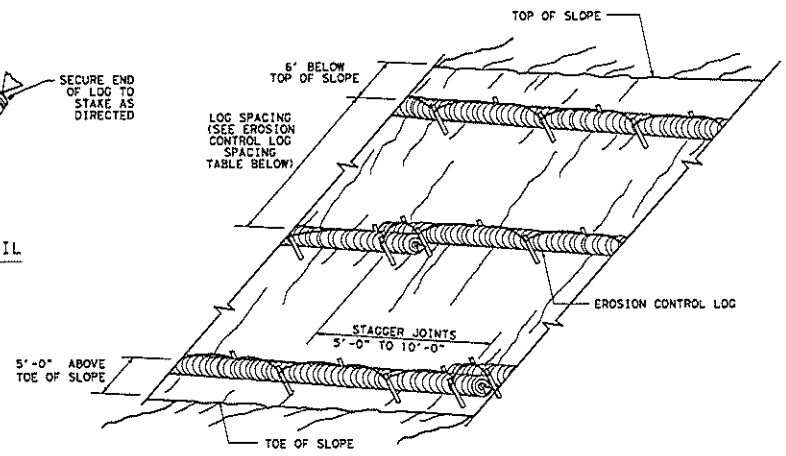
CL-SST



END SECTION RAP DETAIL

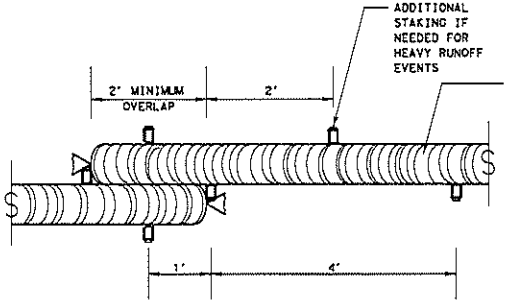
EROSION CONTROL LOG SPACING TABLE				
SLOPE	LOG DIAMETER			
	6"	8"	12"	18"
1:1 OR STEEPER	5'	10'	15'	20'
2:1	10'	20'	30'	40'
3:1	15'	30'	45'	60'
4:1 OR FLATTER	20'	40'	60'	80'

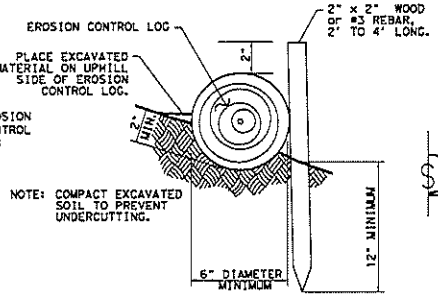
* ADJUSTMENTS CAN BE MADE FOR SOIL TYPE:
SOFT, LOAMY SOILS-ADJUST ROWS CLOSER TOGETHER;
HARD, ROCKY SOILS- ADJUST ROWS FARTHER APART



EROSION CONTROL LOGS ON SLOPES
STAKE AND LASHING ANCHORING

CL-SSL

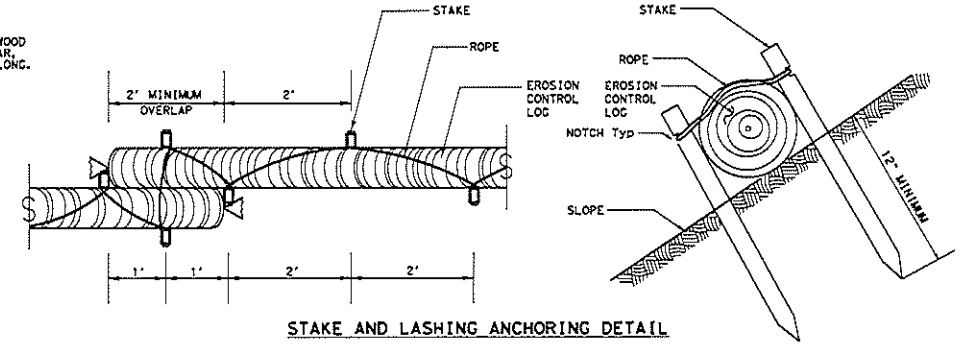




STAKE AND TRENCHING ANCHORING DETAIL

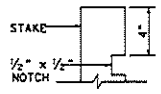
CL-SST

TRENCH DEPTH TABLE	
LOG DIAMETER	DEPTH
6"	2"
8"	3"
12"	4"
18"	5"



STAKE AND LASHING ANCHORING DETAIL

CL-SSL



STAKE NOTCH DETAIL

SHEET 2 OF 3

Texas Department of Transportation — Design Division Standard

TEMPORARY EROSION, SEDIMENT AND WATER POLLUTION CONTROL MEASURES

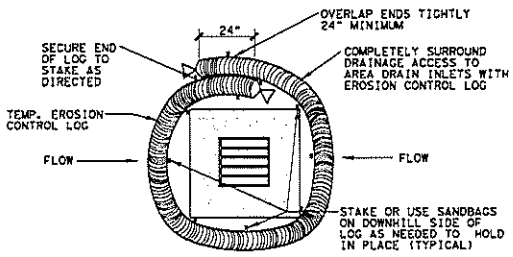
EROSION CONTROL LOG

EC(9)-16

FILE: ec116	DN: TxDOT	CK: KM	DW: LS/PT	CK: LS
© TxDOT: JULY 2016	CONT	SECT	JOB	HIGHWAY
REVISIONS	DIST	COUNTY		SHEET NO. 97 OF 143

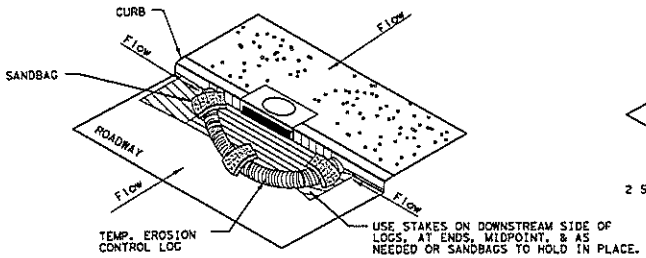
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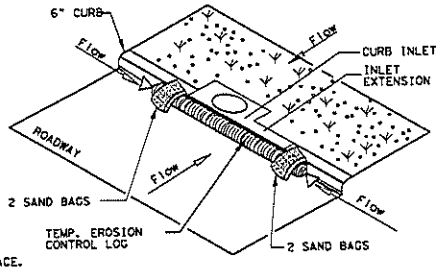
EROSION CONTROL LOG AT DROP INLET

CL-DI



EROSION CONTROL LOG AT CURB INLET

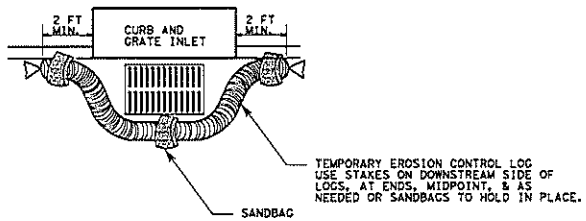
CL-CI



EROSION CONTROL LOG AT CURB INLET

CL-CI

NOTE:
EROSION CONTROL LOGS USED AT CURB INLETS SHOULD ONLY BE USED IF THEY WILL NOT IMPEDE TRAFFIC OR FLOOD THE ROADWAY OR WHEN THE STORM SEWER SYSTEM IS NOT FULLY FUNCTIONAL.

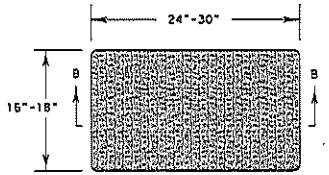


EROSION CONTROL LOG AT CURB & GRADE INLET

CL-GI



SECTION B-B



SANDBAG DETAIL

SHEET 3 OF 3

Texas Department of Transportation

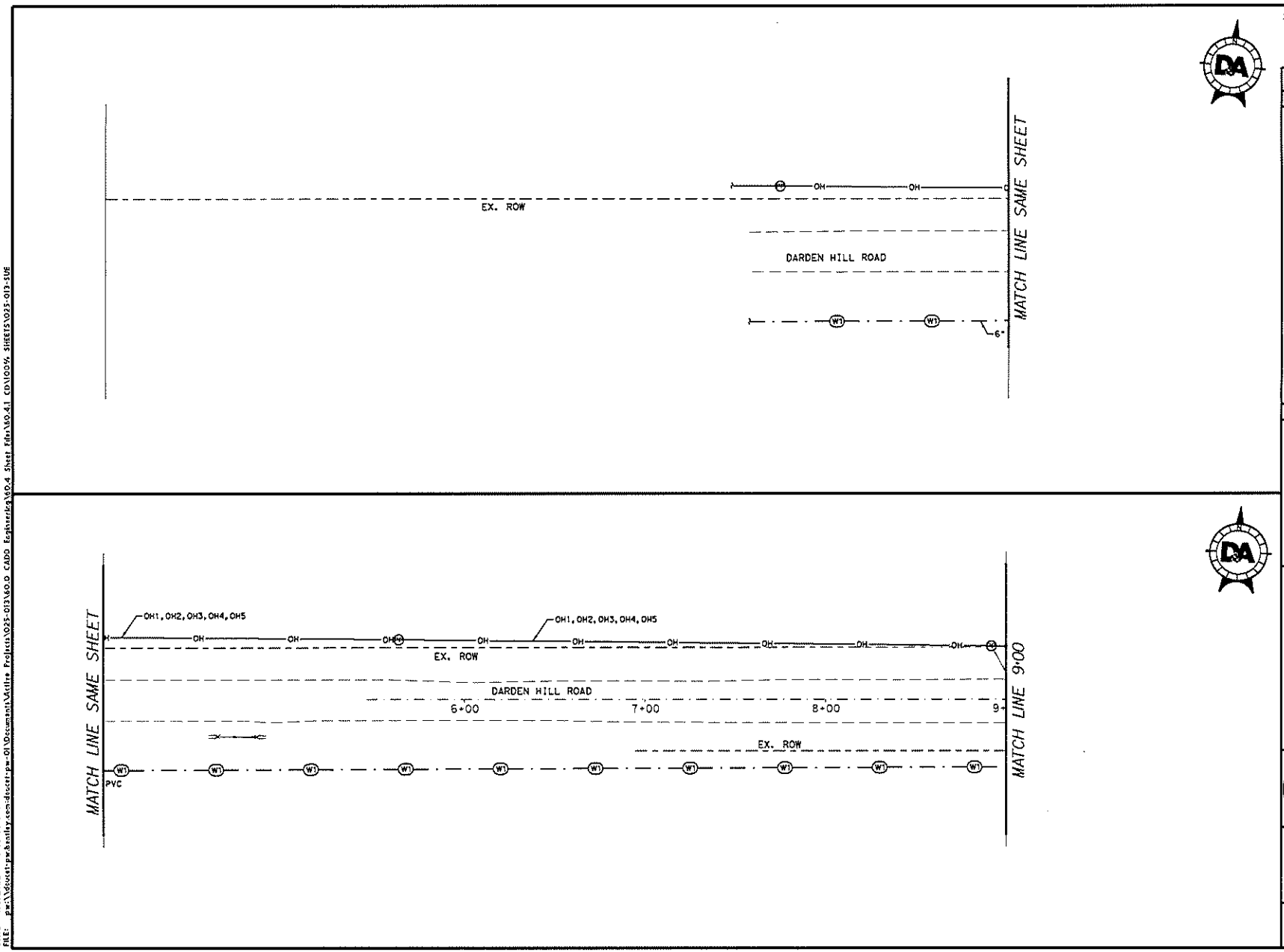
Design Division Standard

TEMPORARY EROSION, SEDIMENT AND WATER POLLUTION CONTROL MEASURES

EROSION CONTROL LOG

EC(9)-16

FILE: ec916	DN: TxDOT	CK: KM	DW: LS/PT	CK: LS	
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REVISIONS	DIST	COUNTY		SHEET NO.	
				DS OF 143	



25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

UTILITY TYPES

ABANDONED UTILITY
PROPOSED UTILITY
UNKNOWN UTILITY

COMMUNICATIONS

FRONTIER (TELE) — C1 — QL "B"
FRONTIER (FO/DUCT) — C2 — QL "B"
CHARTER (CATV) — C3 — QL "B"/QL "C"/QL "D"
FRONTIER (TELE) — (C1)
FRONTIER (FO/DUCT) — (C2)
CHARTER (CATV) — (C3)

ELECTRIC / POWER

PEC — E1 — QL "B"
PEC — (E1) — QL "C"/QL "D"
PEC — E3 — QL "B"
PEC — (E3) — QL "C"/QL "D"

POTABLE WATER

WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY — W1 — QL "B"
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY — (W1) — QL "C"/QL "D"

OVERHEAD

OH — QL "C"/QL "D"

OH1 - PEC (DISTRIBUTION)
OH2 - FRONTIER (TELEPHONE)
OH3 - FRONTIER (FIBER OPTIC)
OH4 - CHARTER (FIBER OPTIC)
OH5 - CHARTER (CABLE TV)

UTILITY SYMBOLS

ELECTRONIC DEPTH
END CAP
TEST HOLE
UTILITY CONTINUATION
QUALITY LEVEL CHANGE
TELEPHONE MANHOLE
TELEPHONE PEDESTAL
TELEPHONE POLE
TELEPHONE POLE W/RISER
ELECTRIC POLE (POWER)
ELECTRIC POLE W/RISER
FIRE HYDRANT
WATER MANHOLE
WATER METER
WATER VALVE
WATER VAULT

12/9/2022

STATE OF TEXAS
DAVID I. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

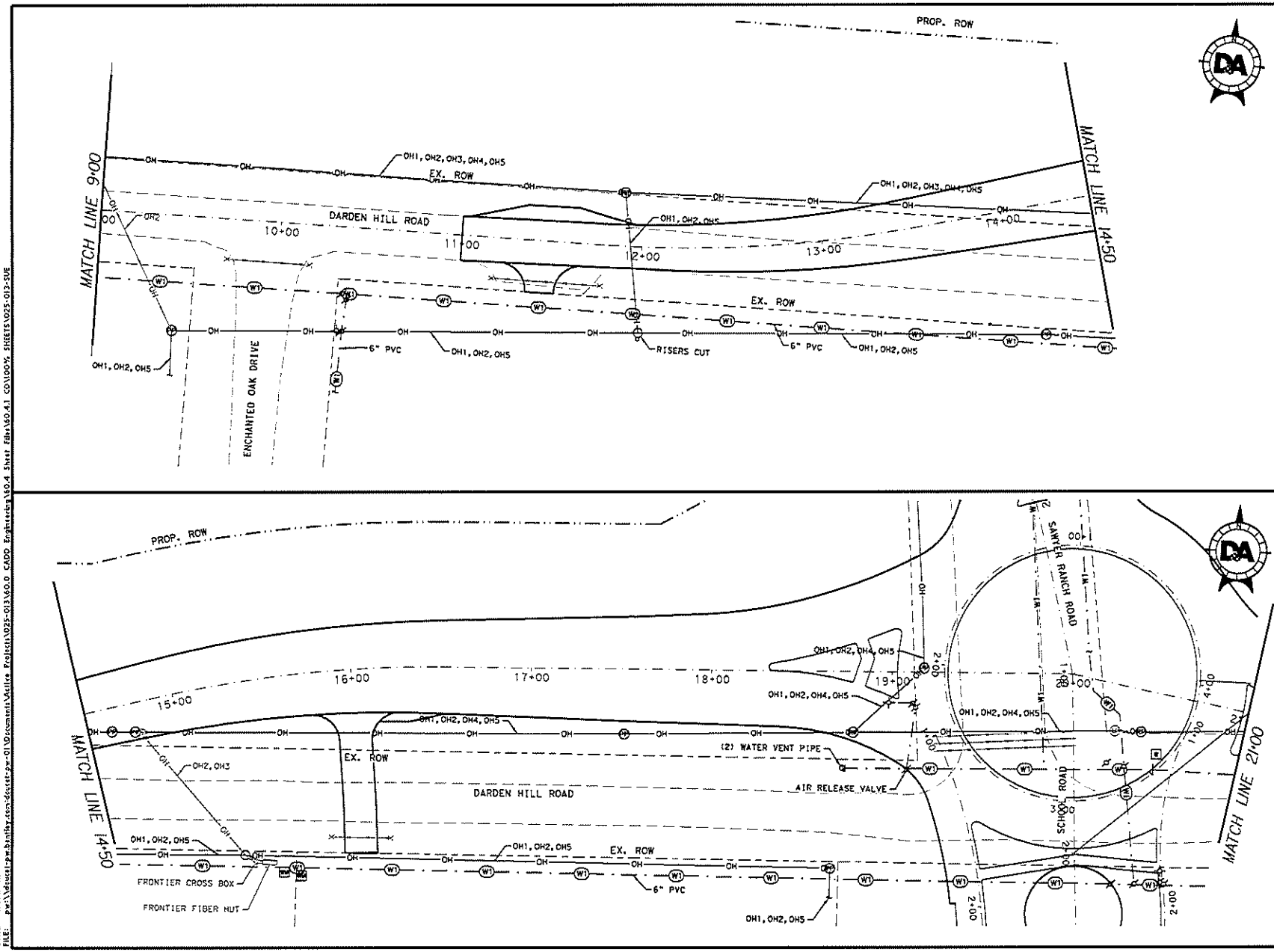
DARDEN HILL RD
EXIST UTILITY

HAYS COUNTY
DEPARTMENT OF
ENGINEERING
21TH WASHINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7307
FAX: 512-393-7331

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PROJECT:	025-013	SHEET NO.
HORIZ. SCALE:		
VERT. SCALE:		
FILE:	025-013-RR	98 OF 143

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25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

UTILITY TYPES

ABANDONED UTILITY
PROPOSED UTILITY
UNKNOWN UTILITY

COMMUNICATIONS QL "B"
FRONTIER (TELE) C1
FRONTIER (FO/DUCT) C2
CHARTER (CATV) C3
QL "C"/QL "D"
FRONTIER (TELE) (C1)
FRONTIER (FO/DUCT) (C2)
CHARTER (CATV) (C3)

ELECTRIC / POWER QL "B"
PEC E1
QL "C"/QL "D"
PEC (E1)

POTABLE WATER QL "B"
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY W1
QL "C"/QL "D"
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY (W1)

OVERHEAD QL "C"/QL "D"
OH

OH1 - PEC (DISTRIBUTION)
OH2 - FRONTIER (TELEPHONE)
OH3 - FRONTIER (FIBER OPTIC)
OH4 - CHARTER (FIBER OPTIC)
OH5 - CHARTER (CABLE TV)

UTILITY SYMBOLS

ELECTRONIC DEPTH
END CAP
TEST HOLE
UTILITY CONTINUATION
QUALITY LEVEL CHANGE
TELEPHONE MANHOLE
TELEPHONE PEDESTAL
TELEPHONE POLE
TELEPHONE POLE W/RISER
ELECTRIC POLE (POWER)
ELECTRIC POLE W/RISER
FIRE HYDRANT
WATER MANHOLE
WATER METER
WATER VALVE
WATER VAULT

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

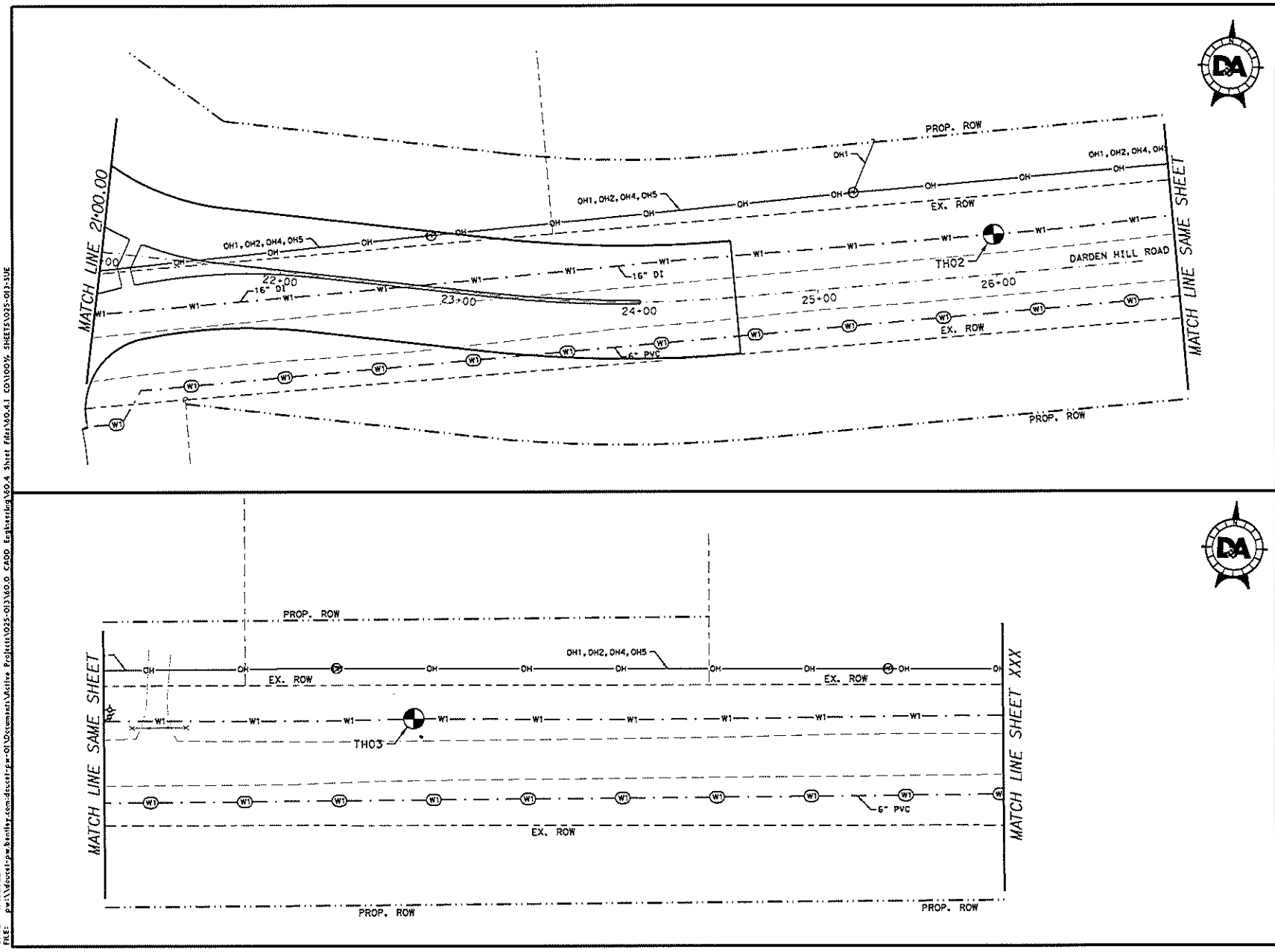
DARDEN HILL RD
EXIST UTILITY

HAYS COUNTY
DEPARTMENT OF
ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7301
FAX: 512-393-7320

DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
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Austin, Texas 78735. Phone: (512)-583-2600
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Firm Registration Number: 3937

PROJECT: 025-013
HORIZ. SCALE:
VERT. SCALE:
FILE: 025-013-SUE
SHEET NO.
100 OF 143

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(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

UTILITY TYPES

ABANDONED UTILITY
PROPOSED UTILITY
UNKNOWN UTILITY

COMMUNICATIONS QL "B"
FRONTIER (TELE) C1
FRONTIER (FO/DUCT) C2
CHARTER (CATV) C3
QL "C"/QL "D"
FRONTIER (TELE) (C1)
FRONTIER (FO/DUCT) (C2)
CHARTER (CATV) (C3)

ELECTRIC / POWER QL "B"
PEC E1
QL "C"/QL "D"
PEC (E1)

POTABLE WATER QL "B"
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY W1
QL "C"/QL "D"
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY (W1)

OVERHEAD QL "C"/QL "D"
OH

OH1 - PEC (DISTRIBUTION)
OH2 - FRONTIER (TELEPHONE)
OH3 - FRONTIER (FIBER OPTIC)
OH4 - CHARTER (FIBER OPTIC)
OH5 - CHARTER (CABLE TV)

UTILITY SYMBOLS

ELECTRONIC DEPTH
END CAP
TEST HOLE
UTILITY CONTINUATION
QUALITY LEVEL CHANGE
TELEPHONE MANHOLE
TELEPHONE PEDESTAL
TELEPHONE POLE
TELEPHONE POLE W/RISER
ELECTRIC POLE (POWER)
ELECTRIC POLE W/RISER
FIRE HYDRANT
WATER MANHOLE
WATER METER
WATER VALVE
WATER VAULT

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER
12/9/2022

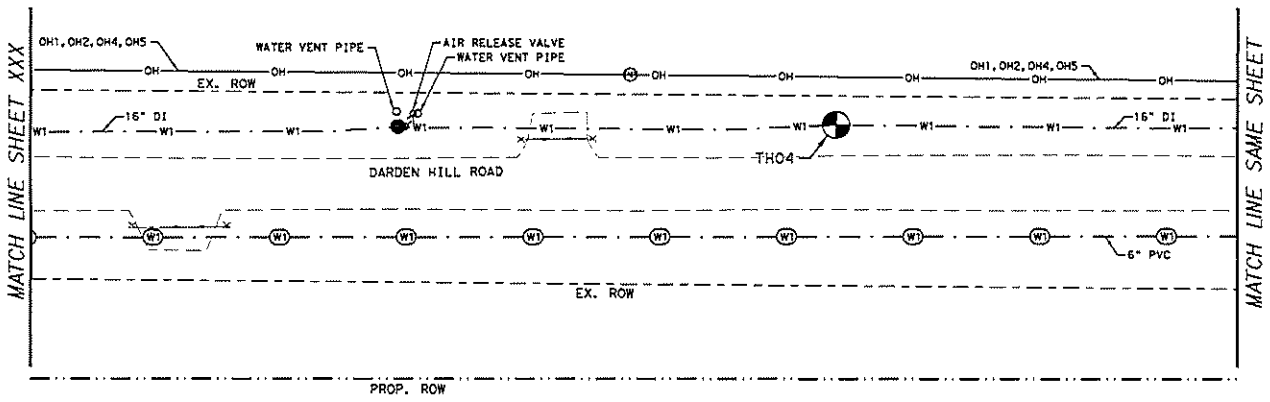
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DARDEN HILL RD EXIST UTILITY

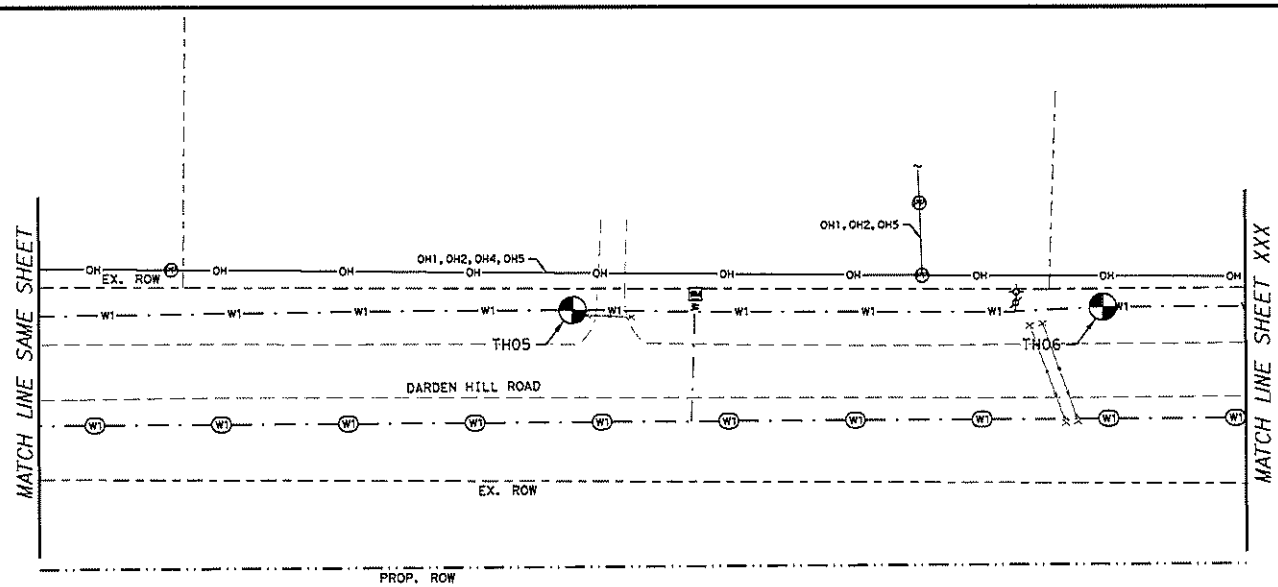
HAYS COUNTY DEPARTMENT OF ENGINEERING
21?1 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7307
FAX: 512-393-7320

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PROJECT: 035-013
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SHEET NO.
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GRAPHIC SCALE 1"=50'

LEGEND

UTILITY TYPES

ABANDONED UTILITY
PROPOSED UTILITY
UNKNOWN UTILITY

COMMUNICATIONS

FRONTIER (TELE) — C1 — QL "B"
FRONTIER (FO/DUCT) — C2
CHARTER (CATV) — C3 — QL "C"/QL "D"
FRONTIER (TELE) — C1
FRONTIER (FO/DUCT) — C2
CHARTER (CATV) — C3

ELECTRIC / POWER

PEC — E1 — QL "B"
PEC — E1 — QL "C"/QL "D"

POTABLE WATER

WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY — W1 — QL "B"
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY — W1 — QL "C"/QL "D"

OVERHEAD

OH — QL "C"/QL "D"

OH1 - PEC (DISTRIBUTION)
OH2 - FRONTIER (TELEPHONE)
OH3 - FRONTIER (FIBER OPTIC)
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UTILITY SYMBOLS

ELECTRONIC DEPTH
END CAP
TEST HOLE
UTILITY CONTINUATION
QUALITY LEVEL CHANGE

TELEPHONE MANHOLE
TELEPHONE PEDESTAL
TELEPHONE POLE
TELEPHONE POLE W/RISER

ELECTRIC POLE (POWER)
ELECTRIC POLE W/RISER

FIRE HYDRANT
WATER MANHOLE
WATER METER
WATER VALVE
WATER VAULT

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER
12/9/2022

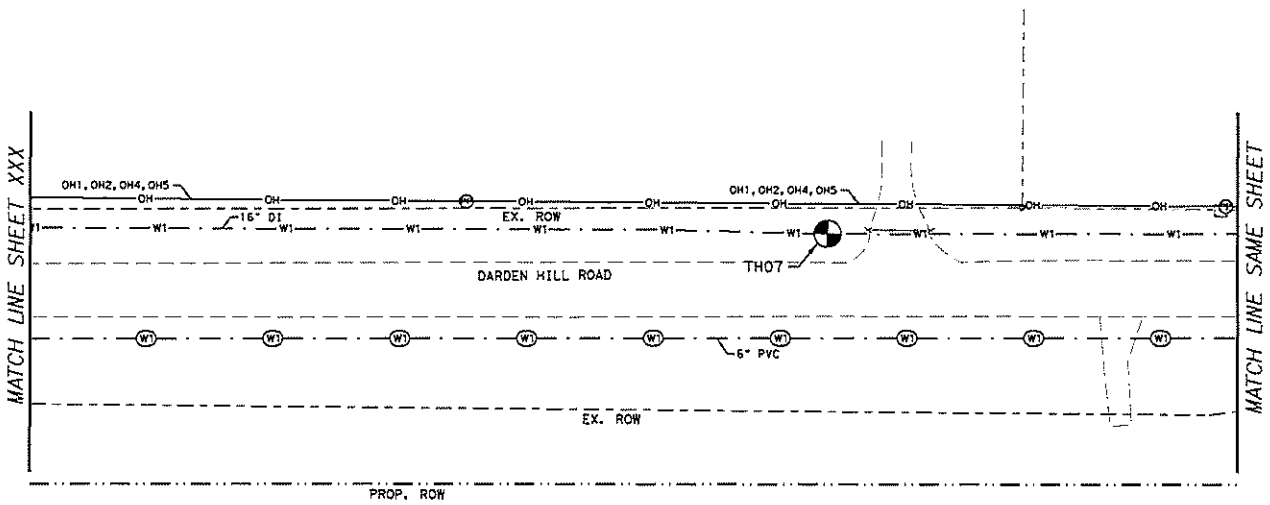
DARDEN HILL ROAD (CR 162)
DARDEN HILL RD EXIST UTILITY

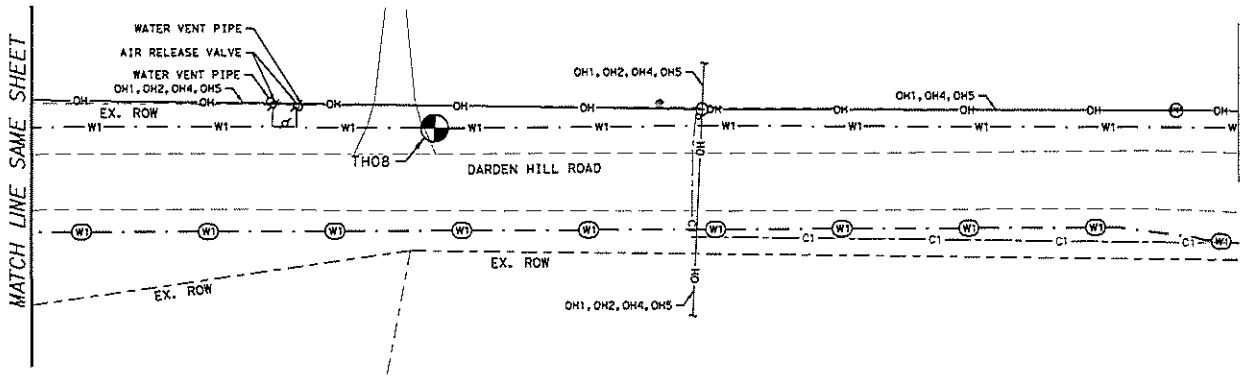
HAYS COUNTY DEPARTMENT OF ENGINEERING
21?1 YARRINGTON RD
SAN MARCOS, TEXAS 7????
PHONE: 512-393-7??1
FAX: 512-393-7??0

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Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

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(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

UTILITY TYPES

ABANDONED UTILITY
PROPOSED UTILITY
UNKNOWN UTILITY

COMMUNICATIONS

FRONTIER (TELE) — C1 — QL "B"
FRONTIER (FO/DUCT) — C2
CHARTER (CATV) — C3 — QL "C"/QL "D"

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CHARTER (CATV) — C3

ELECTRIC / POWER

PEC — E1 — QL "B"
QL "C"/QL "D"
PEC — E1

POTABLE WATER

WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY — W1 — QL "B"
QL "C"/QL "D"
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY — W1

OVERHEAD

QL "C"/QL "D" — OH

OH1 - PEC (DISTRIBUTION)
OH2 - FRONTIER (TELEPHONE)
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UTILITY SYMBOLS

ELECTRONIC DEPTH
END CAP
TEST HOLE
UTILITY CONTINUATION
QUALITY LEVEL CHANGE

TELEPHONE MANHOLE
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ELECTRIC POLE W/RISER

FIRE HYDRANT
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WATER METER
WATER VALVE
WATER VAULT

12/9/2022

STATE OF TEXAS
DAVID Y. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

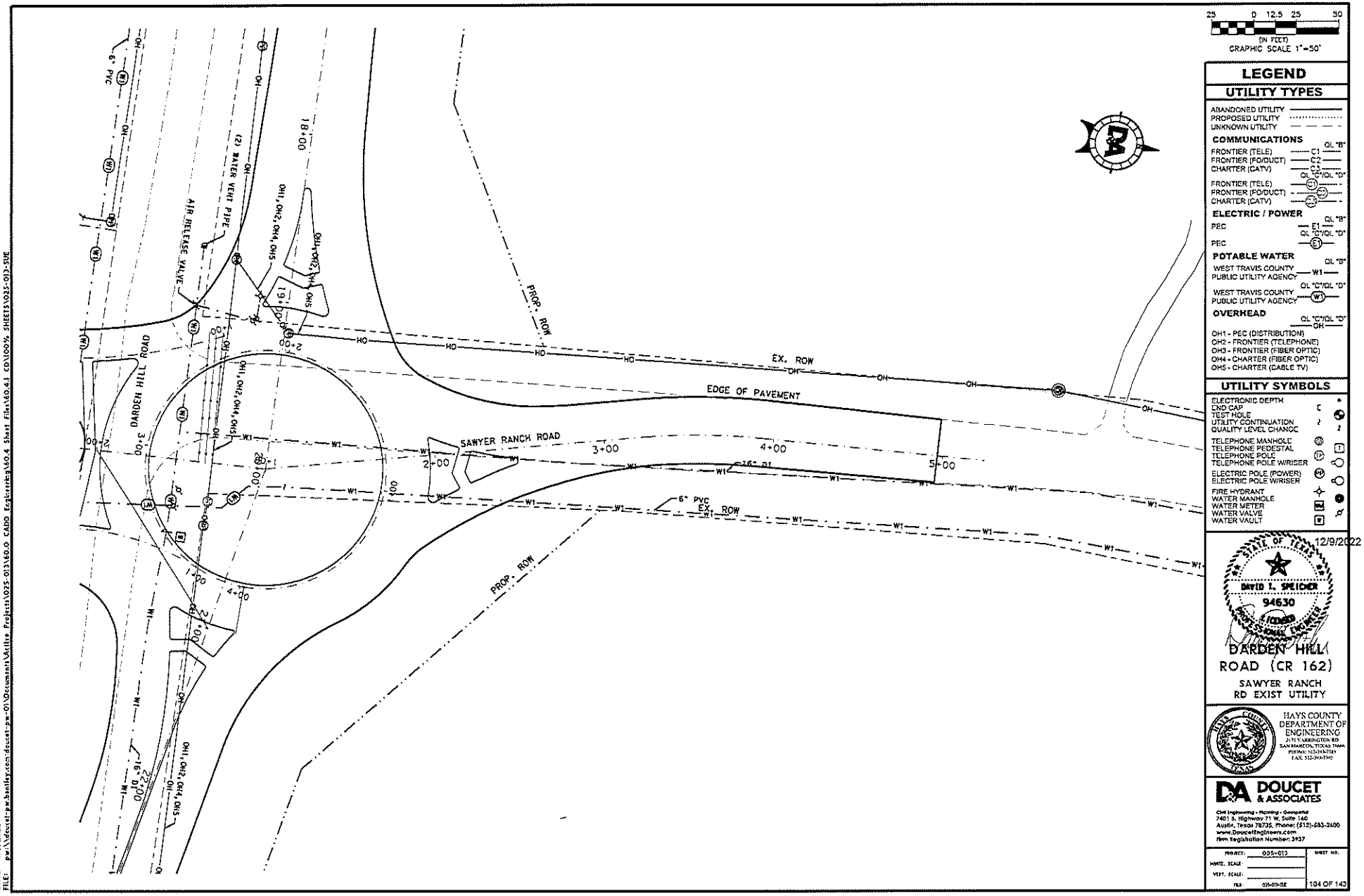
DARDEN HILL ROAD (CR 162)
DARDEN HILL RD
EXIST UTILITY

HAYS COUNTY
DEPARTMENT OF
ENGINEERING
21?1 YARRINGTON RD
SAN MARCOS, TEXAS 7866
PHONE: 512-393-7307
FAX: 512-393-7331

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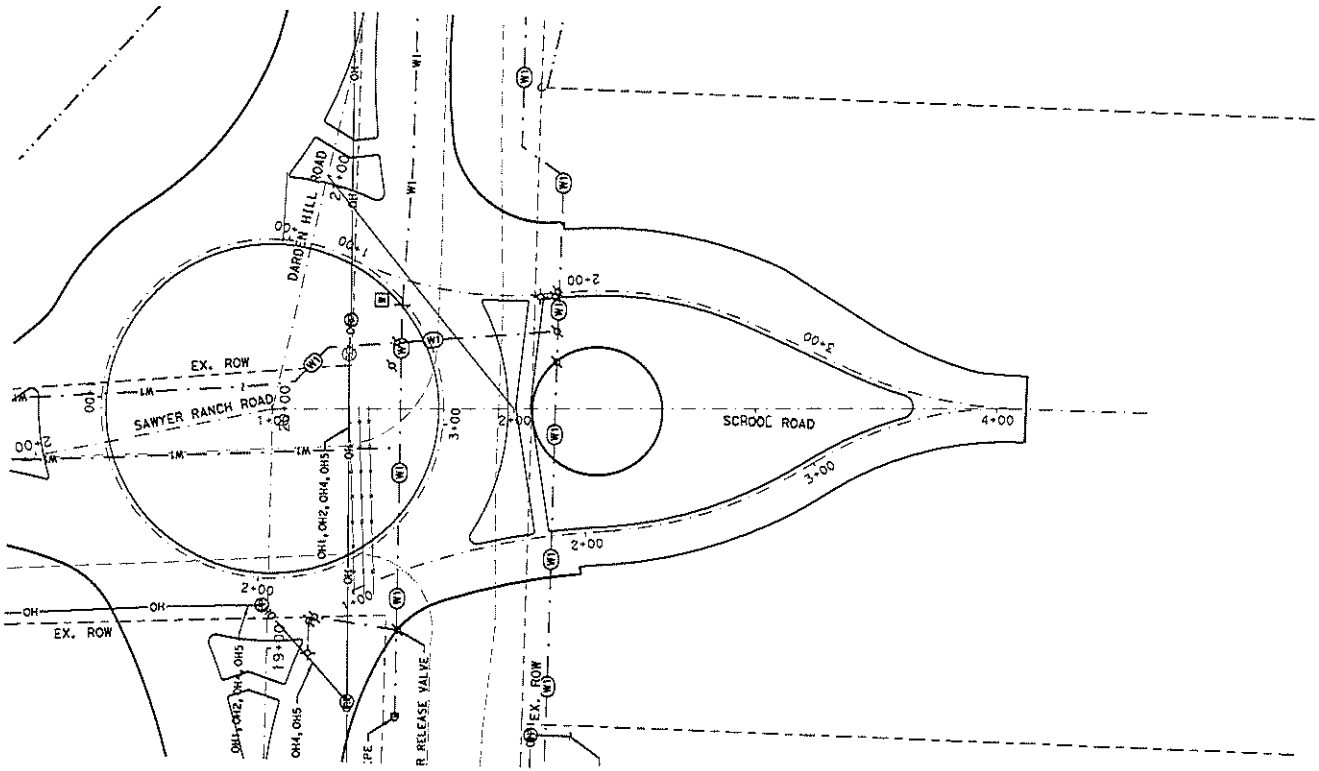
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12/9/2022



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(IN FEET)
GRAPHIC SCALE 1"=50'

LEGEND

UTILITY TYPES

ABANDONED UTILITY
PROPOSED UTILITY
UNKNOWN UTILITY

COMMUNICATIONS

FRONTIER (TELE) — C1 — QL "B"
FRONTIER (FO/DUCT) — C2 —
CHARTER (CATV) — C3 —
FRONTIER (TELE) — C1 — QL "C"/QL "D"
FRONTIER (FO/DUCT) — C2 —
CHARTER (CATV) — C3 —

ELECTRIC / POWER

PEC — E1 — QL "B"
PEC — E1 — QL "C"/QL "D"

POTABLE WATER

WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY — W1 — QL "B"
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY — W1 — QL "C"/QL "D"

OVERHEAD

— OH — QL "C"/QL "D"

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UTILITY SYMBOLS

ELECTRONIC DEPTH
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TEST HOLE
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QUALITY LEVEL CHANGE
TELEPHONE MANHOLE
TELEPHONE PEDESTAL
TELEPHONE POLE
TELEPHONE POLE W/RISER
ELECTRIC POLE (POWER)
ELECTRIC POLE W/RISER
FIRE HYDRANT
WATER MANHOLE
WATER METER
WATER VALVE
WATER VAULT

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

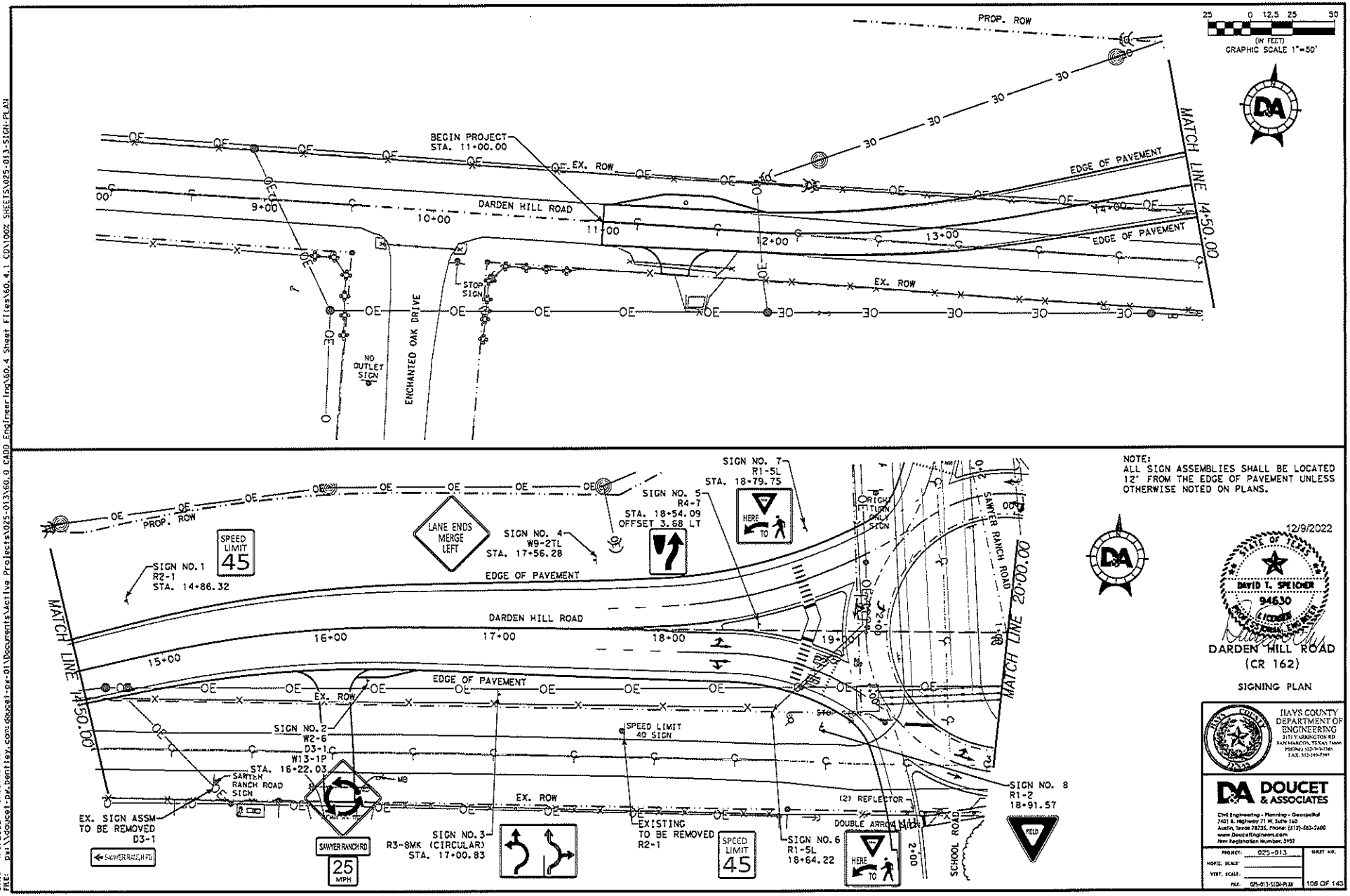
DARDEN HILL ROAD (CR 162)
SCHOOL
EXIST UTILITY

HAYS COUNTY
DEPARTMENT OF
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21 3 WASHINGTON BLD
SAN MARCOS, TEXAS 78666
PHONE: (512) 393-7307
FAX: (512) 393-7320

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PROJECT: 025-013
HORIZ. SCALE:
VERT. SCALE:
FILE: 025-013-DSE
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105 OF 140

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NOTE:
ALL SIGN ASSEMBLIES SHALL BE LOCATED 12' FROM THE EDGE OF PAVEMENT UNLESS OTHERWISE NOTED ON PLANS.

12/9/2022

DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD
(CR 162)

SIGNING PLAN

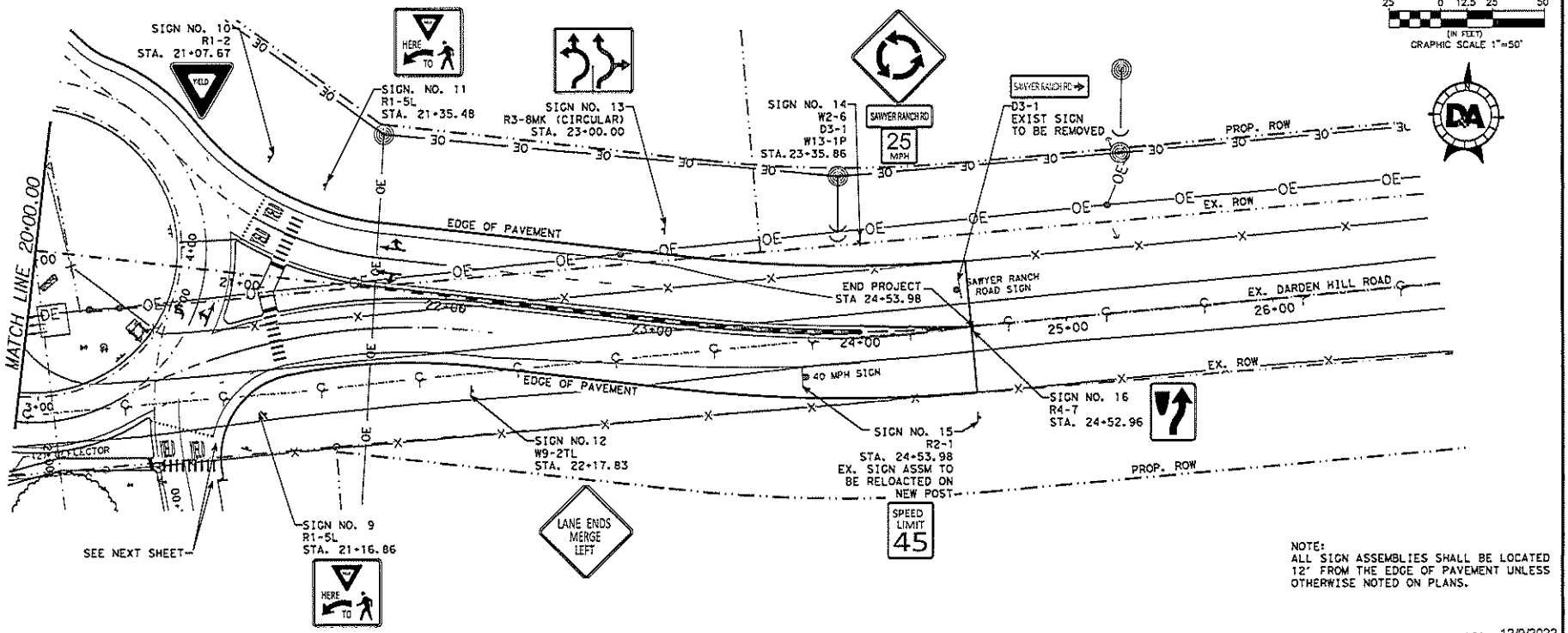
HAYS COUNTY
DEPARTMENT OF
ENGINEERING
21I1 YARRINGTON RD
SAN MARCOS, TEXAS 7666
PHONE: 512-393-7307
FAX: 512-393-7341

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NOTE:
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12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD
(CR 162)

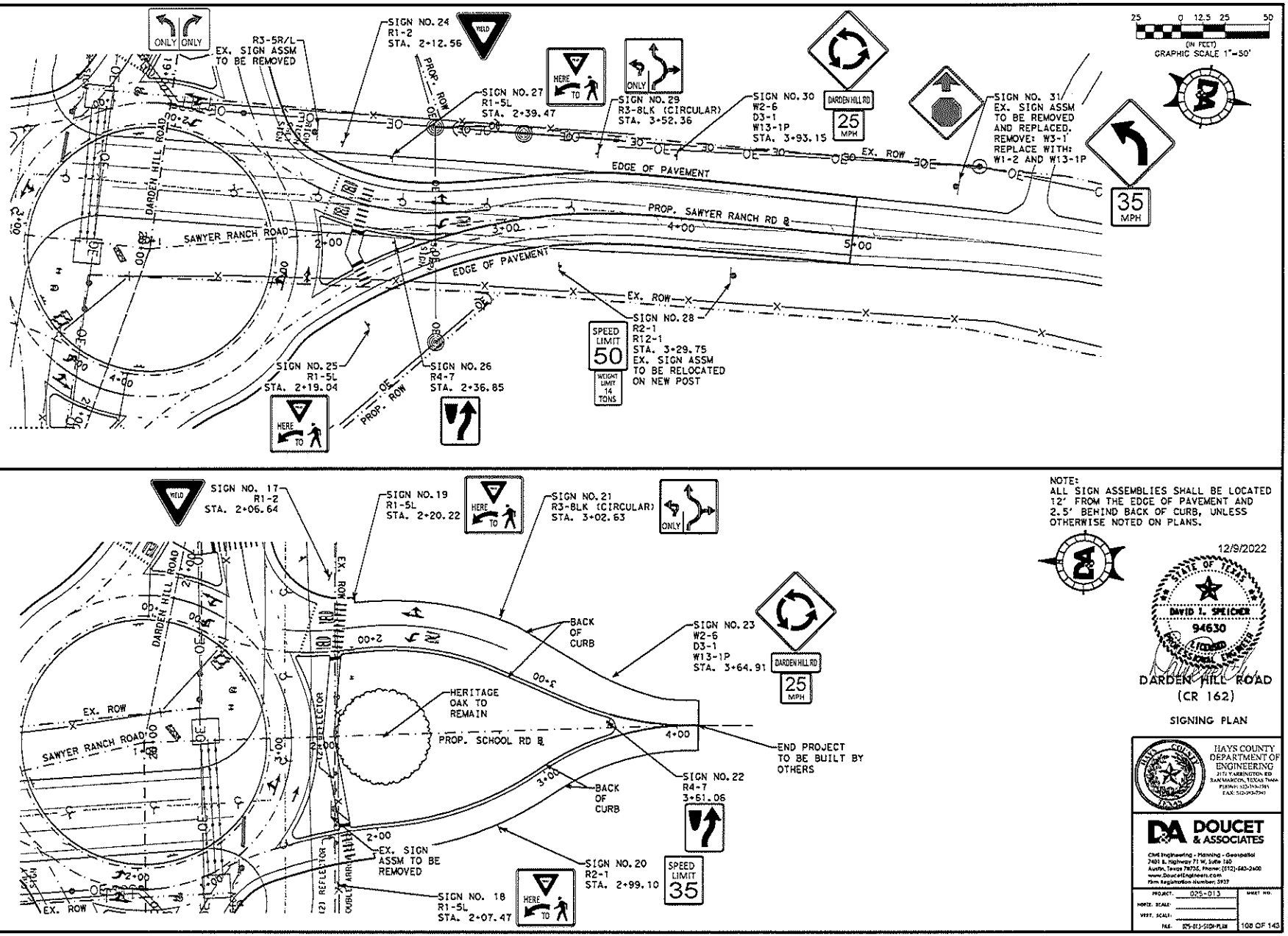
SIGNING PLAN

HAYS COUNTY
DEPARTMENT OF
ENGINEERING
21?? YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: (512)-393-7307
FAX: 512-393-7397

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NOTE:
ALL SIGN ASSEMBLIES SHALL BE LOCATED 12' FROM THE EDGE OF PAVEMENT AND 2.5' BEHIND BACK OF CURB, UNLESS OTHERWISE NOTED ON PLANS.

12/9/2022

DAVID T. SPEICHER
94630
LICENSED PROFESSIONAL ENGINEER

DARDEN HILL ROAD
(CR 162)

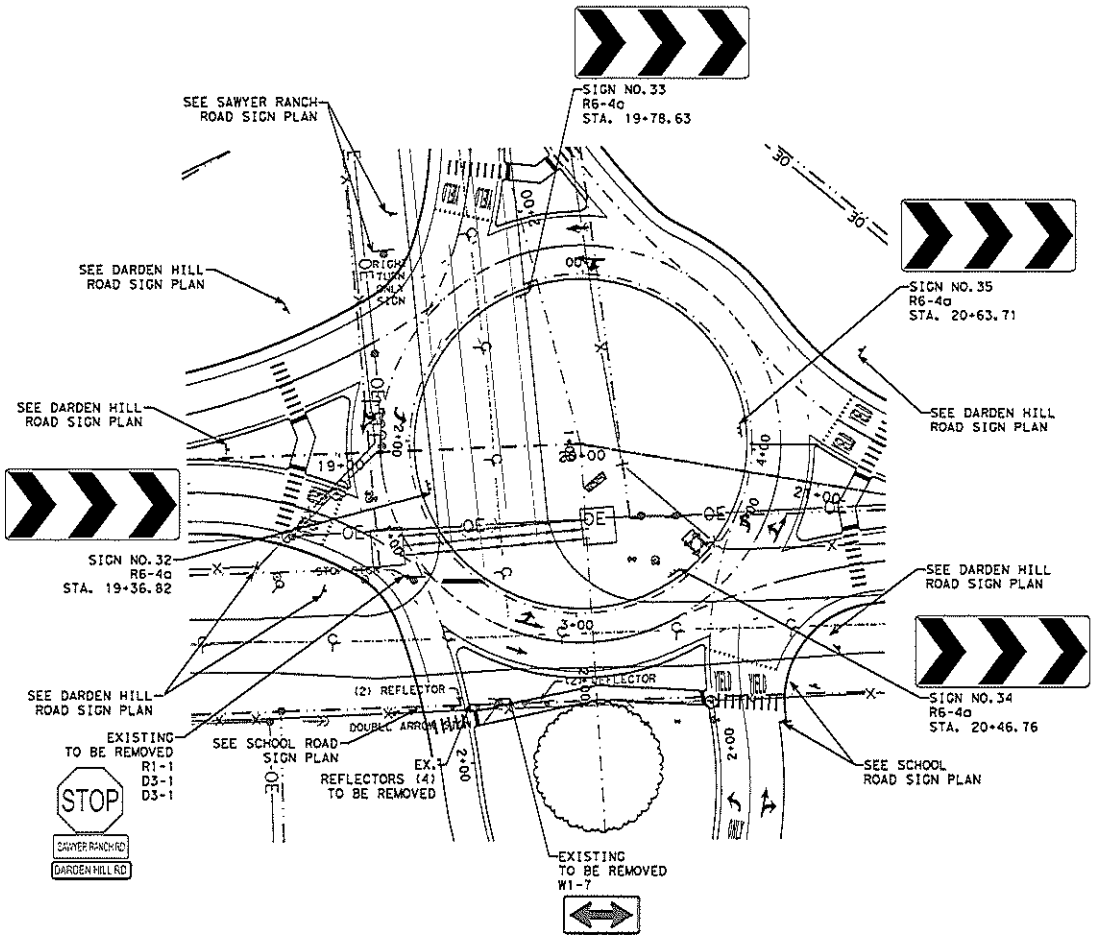
SIGNING PLAN

HAYS COUNTY DEPARTMENT OF ENGINEERING
111 VARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7307
FAX: 512-393-7320

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25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

NOTE:
ALL SIGN ASSEMBLIES SHALL BE LOCATED 12' FROM THE EDGE OF PAVEMENT UNLESS OTHERWISE NOTED ON PLANS.

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

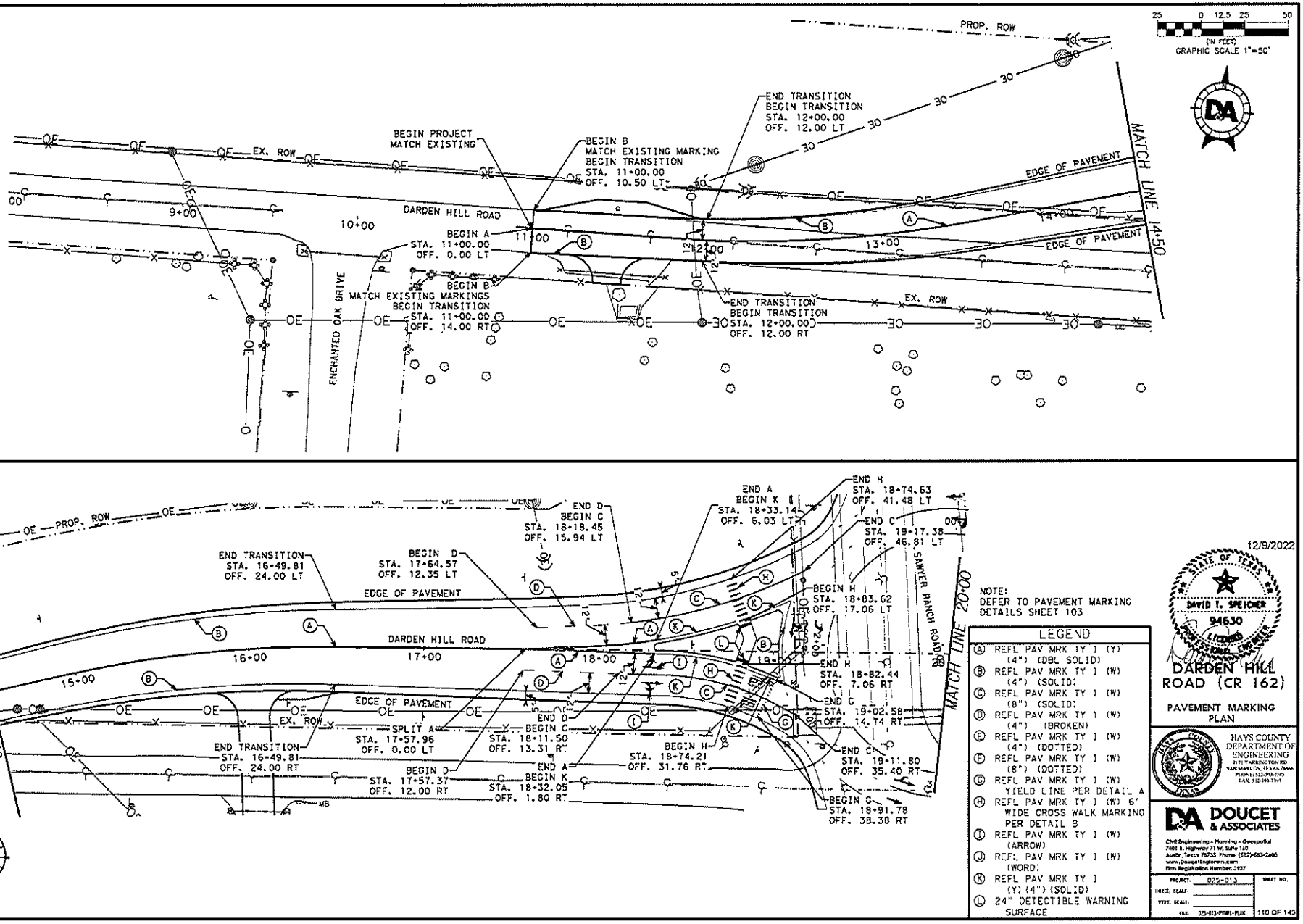
DARDEN HILL ROAD
(CR 162)
SIGNING PLAN

HAYS COUNTY DEPARTMENT OF ENGINEERING
21 I W. MAIN ST.
SAN MARCOS, TEXAS 78666
PHONE: (512) 393-2300
FAX: 512-393-2309

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7401 B. Highway 71 W. Suite 160
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NOTE:
DEFER TO PAVEMENT MARKING DETAILS SHEET 103

LEGEND

- (A) REFL PAV MRK TY I (Y) (4") (DBL SOLID)
- (B) REFL PAV MRK TY I (W) (4") (SOLID)
- (C) REFL PAV MRK TY I (W) (8") (SOLID)
- (D) REFL PAV MRK TY I (W) (4") (BROKEN)
- (F) REFL PAV MRK TY I (W) (4") (DOTTED)
- (F) REFL PAV MRK TY I (W) (8") (DOTTED)
- (G) REFL PAV MRK TY I (W) YIELD LINE PER DETAIL A
- (H) REFL PAV MRK TY I (W) 6' WIDE CROSS WALK MARKING PER DETAIL B
- (I) REFL PAV MRK TY I (W) (ARROW)
- (J) REFL PAV MRK TY I (W) (WORD)
- (K) REFL PAV MRK TY I (Y) (4") (SOLID)
- (L) 24" DETECTIBLE WARNING SURFACE

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

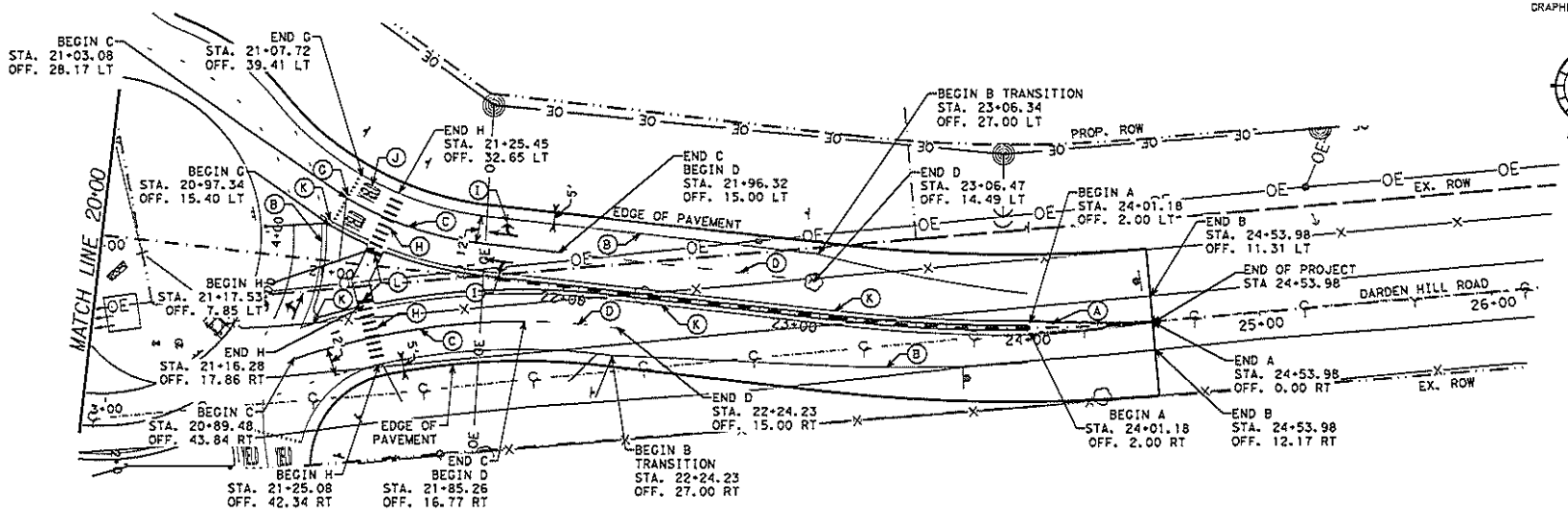
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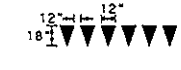
HAYS COUNTY DEPARTMENT OF ENGINEERING
21?1 YARRINGTON RD
SAN MARCOS, TEXAS 7666
PHONE: (512) 393-7307
FAX: 512-393-7331

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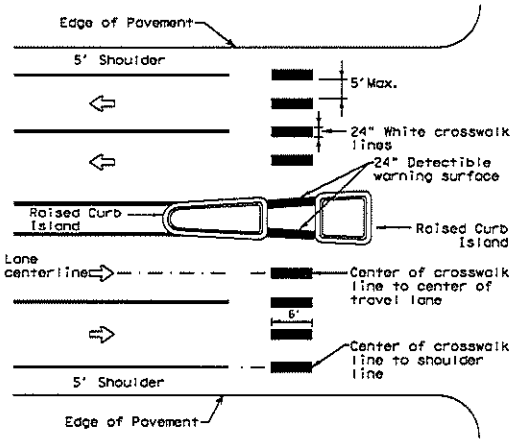
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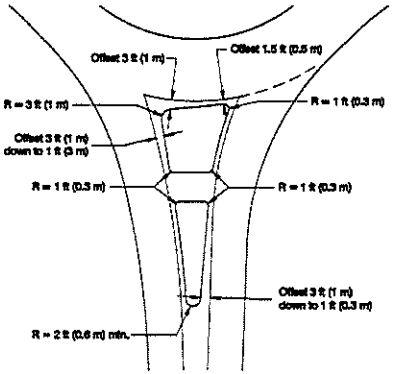


For posted speed on road being marked equal to or less than 40 MPH.

DETAIL A
YIELD LINE



DETAIL B
CROSSWALK MARKINGS



DETAIL C
MINIMUM SPLITTER ISLAND NOSE AND RADII OFFSETS

LEGEND	
(A)	REFL PAV MRK TY I (Y) (4") (DBL SOLID)
(B)	REFL PAV MRK TY I (W) (4") (SOLID)
(C)	REFL PAV MRK TY 1 (B) (8") (SOLID)
(D)	REFL PAV MRK TY I (W) (4") (BROKEN)
(E)	REFL PAV MRK TY I (W) (4") (DOTTED)
(F)	REFL PAV MRK TY I (W) (8") (DOTTED)
(G)	REFL PAV MRK TY I (W) YIELD LINE PER DETAIL A
(H)	REFL PAV MRK TY I (W) 6' WIDE CROSS WALK MARKING PER DETAIL B
(J)	REFL PAV MRK TY I (W) (ARROW)
(J)	REFL PAV MRK TY I (W) (WORD)
(K)	REFL PAV MRK TY I (Y) (4") (SOLID)
(L)	24" DETECTIBLE WARNING SURFACE

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

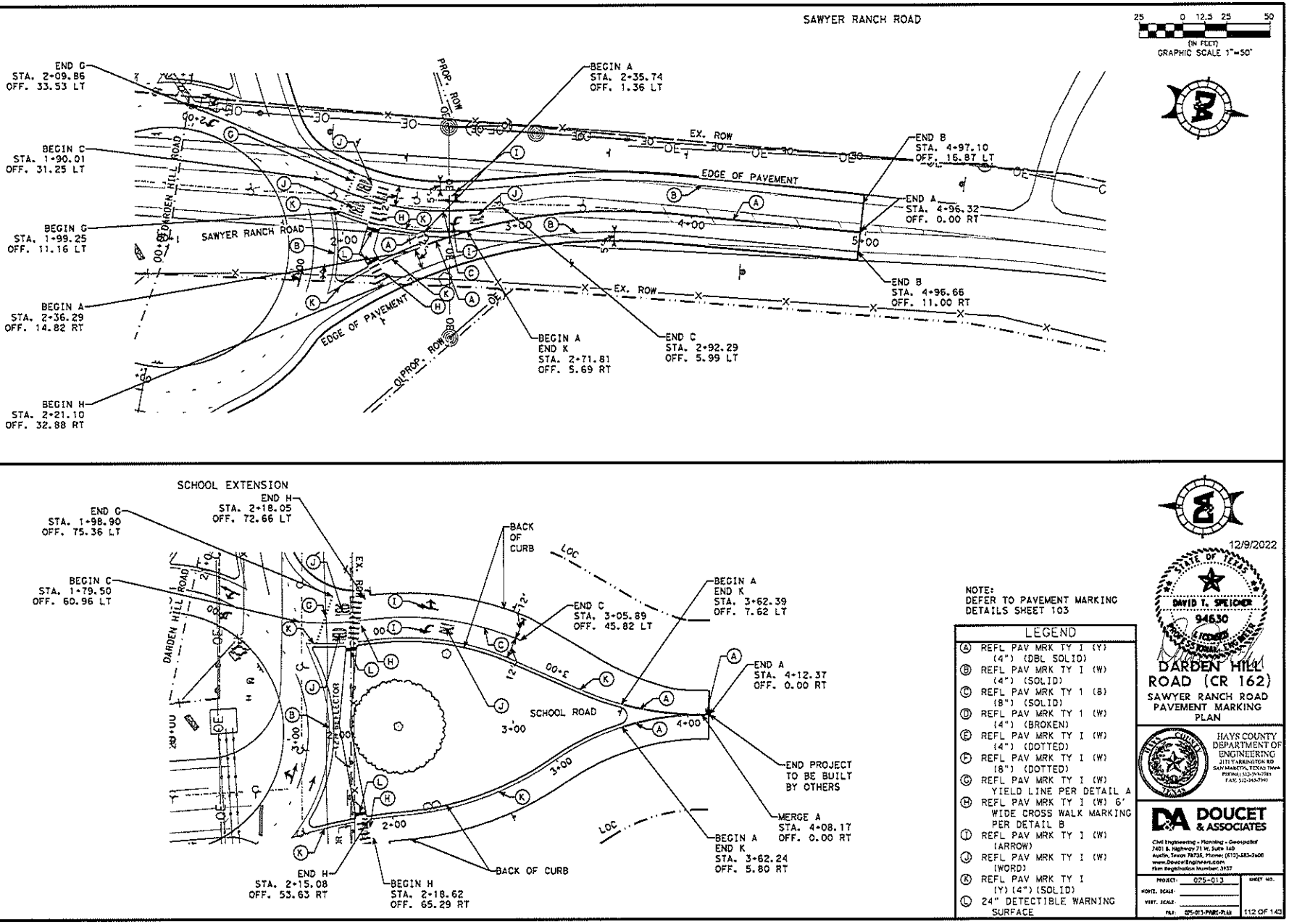
PAVEMENT MARKING PLAN

HAYS COUNTY DEPARTMENT OF ENGINEERING
21?1 WASHINGTON ST
SAN MARCOS, TEXAS 78666
PHONE: (512) 393-2389
FAX: 512-393-2390

DOUCET & ASSOCIATES
Civil Engineering • Planning • Geospatial
7401 B. Highway 71 W. Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT: 025-013
HORIZ. SCALE:
VERT. SCALE:
FILE: 025-013-PMRK-PLAN
SHEET NO.
111 OF 143

DATE: 4/8/2022 9:06:03 AM
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NOTE:
DEFER TO PAVEMENT MARKING DETAILS SHEET 103

LEGEND

- (A) REFL PAV MRK TY I (Y) (4") (DBL SOLID)
- (B) REFL PAV MRK TY I (W) (4") (SOLID)
- (C) REFL PAV MRK TY 1 (8) (8") (SOLID)
- (D) REFL PAV MRK TY 1 (W) (4") (BROKEN)
- (E) REFL PAV MRK TY I (W) (4") (DOTTED)
- (F) REFL PAV MRK TY I (W) (8") (DOTTED)
- (G) REFL PAV MRK TY I (W) YIELD LINE PER DETAIL A
- (H) REFL PAV MRK TY I (W) 6' WIDE CROSS WALK MARKING PER DETAIL B
- (I) REFL PAV MRK TY I (W) (ARROW)
- (J) REFL PAV MRK TY I (W) (WORD)
- (K) REFL PAV MRK TY I (Y) (4") (SOLID)
- (L) 24" DETECTIBLE WARNING SURFACE

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

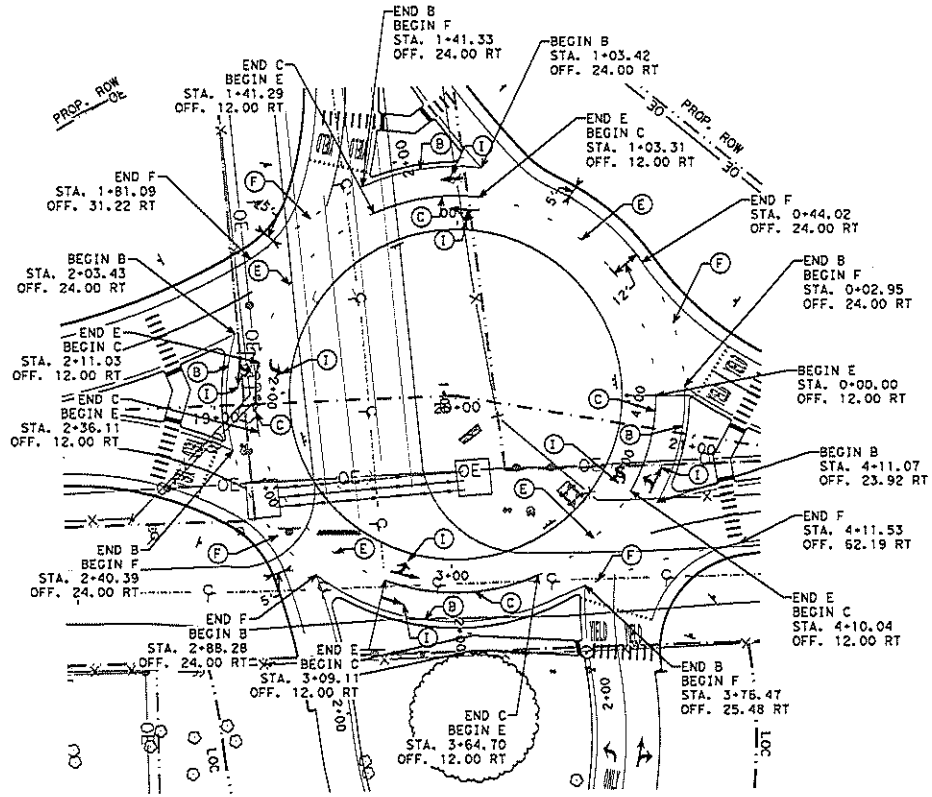
SAWYER RANCH ROAD
PAVEMENT MARKING PLAN

HAYS COUNTY
DEPARTMENT OF
ENGINEERING
111 Y ARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7307
FAX: 512-393-7320

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PROJECT:	025-013	SHEET NO.
HORIZ. SCALE:		
VERT. SCALE:		
FILE:	025-013-PVMT-PLAN	112 OF 143

DATE: 4/8/2022 9:06:10 AM
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25 0 12.5 25 50
(IN FEET)
GRAPHIC SCALE 1"=50'

NOTE:
DEFER TO PAVEMENT MARKING DETAILS SHEET 103

LEGEND	
(A)	REFL PAV MRK TY I (Y) (4") (DBL SOLID)
(B)	REFL PAV MRK TY I (W) (4") (SOLID)
(C)	REFL PAV MRK TY I (W) (8") (SOLID)
(D)	REFL PAV MRK TY I (W) (4") (BROKEN)
(E)	REFL PAV MRK TY I (W) (4") (DOTTED)
(F)	REFL PAV MRK TY I (W) (8") (DOTTED)
(G)	REFL PAV MRK TY I (W) YIELD LINE PER DETAIL A
(H)	REFL PAV MRK TY I (W) 6' WIDE CROSS WALK MARKING PER DETAIL B
(I)	REFL PAV MRK TY I (W) (ARROW)
(J)	REFL PAV MRK TY I (W) (WORD)
(K)	REFL PAV MRK TY I (Y) (4") (SOLID)
(L)	24" DETECTIBLE WARNING SURFACE

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

ROUNDABOUT PAVEMENT MARKING PLAN

HAYS COUNTY DEPARTMENT OF ENGINEERING
21I1 WASHINGTON ST
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7307
FAX: 512-393-7320

DOUCET & ASSOCIATES
Civil Engineering • Planning • Geospatial
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Austin, Texas 78735. Phone: (512)-583-2600
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Firm Registration Number: 3937

PROJECT: 025-013
HORIZ. SCALE:
VERT. SCALE:
FILE: 025-013-PWRK-PLAN
SHEET NO. 113 OF 143

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DATE:
FILE:

REQUIREMENTS FOR INDEPENDENT MOUNTED ROUTE SIGNS

SHEETING REQUIREMENTS		
USAGE	COLOR	SIGN FACE MATERIAL
BACKGROUND	WHITE	TYPE A SHEETING
BACKGROUND	ALL OTHERS	TYPE B OR C SHEETING
LEGEND & BORDERS	WHITE	TYPE A SHEETING
LEGEND & BORDERS	BLACK	ACRYLIC NON-REFLECTIVE FILM
LEGEND & BORDERS	ALL OTHERS	TYPE B or C SHEETING



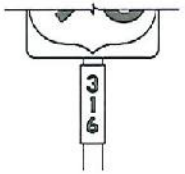




TYPICAL EXAMPLES

REQUIREMENTS FOR BLUE, BROWN & GREEN D AND I SERIES GUIDE SIGNS

SHEETING REQUIREMENTS		
USAGE	COLOR	SIGN FACE MATERIAL
BACKGROUND	ALL	TYPE B OR C SHEETING
LEGEND & BORDERS	WHITE	TYPE D SHEETING
LEGEND, SYMBOLS & BORDERS	ALL OTHERS	TYPE B OR C SHEETING













TYPICAL EXAMPLES

GENERAL NOTES

1. Signs to be furnished shall be as detailed elsewhere in the plans and/or as shown on sign tabulation sheet. Standard sign designs and arrow dimensions can be found in the "Standard Highway Sign Designs for Texas" (SHSD).
2. White legend shall use the Clearview Alphabet. The following Clearview fonts shall be used to replace the existing white Federal Highway Administration (FHWA) Standard Highway Alphabets, when not specified in the SHSD, or in the plans.

B	CV-1W
C	CV-2W
D	CV-3W
E	CV-4W
Emod	CV-5WR
F	CV-6W

3. Route sign legend (ie. IH, US, SH and FM shields) shall use the Federal Highway Administration (FHWA) Standard Highway Alphabets B, C, D, E, Emod or F).
4. Lateral spacing between letters and numerals shall conform with the SHSD, and any approved changes thereto. Lateral spacing of legend shall provide a balanced appearance when spacing is not shown.
5. Independent mounted route sign with white or colored legend and borders shall be applied by screening process with transparent color ink, transparent colored overlay film to white background sheeting or cut-out white sheeting to colored background sheeting, or combination thereof. White legend, symbols and borders on all other signs shall be cut-out white sheeting applied to colored background sheeting.
6. Information regarding borders and radii for signs is found in the "Standard Highway Sign Designs for Texas". Dimensions shown and described for borders and corner radii on parent sign are nominal. Borders may vary in width as much as 1/2 inch. Corner radii above 3 inches may vary in width as much as 1 inch. Borders and corner radii within a parent sign must be of matching widths. The sign area outside the corner radius should be trimmed or rounded.
7. Sign substrate shall be any material that meets the Departmental Material Specification requirements of DMS-7110 or approved alternative.
8. Mounting details of roadside signs are shown in the "SMD series" Standard Plan Sheets.

DEPARTMENTAL MATERIAL SPECIFICATIONS	
ALUMINUM SIGN BLANKS	DMS-7110
SIGN FACE MATERIALS	DMS-8300

ALUMINUM SIGN BLANKS THICKNESS	
Square Feet	Minimum Thickness
Less than 7.5	0.080
7.5 to 15	0.100
Greater than 15	0.125

The Standard Highway Sign Designs for Texas (SHSD) can be found at the following website.
http://www.txdot.gov/

Texas Department of Transportation | Traffic Operations Division Standard

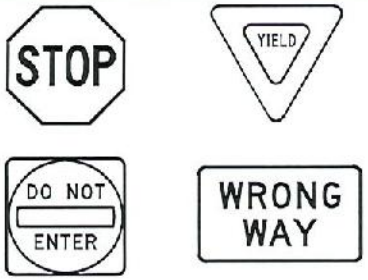
TYPICAL SIGN REQUIREMENTS

TSR(3)-13

FILE:	tsr3-13.dgn	DN: TxDOT	CK: TxDOT	DW: TxDOT	CK: TxDOT
©TxDOT	October 2003	CONT	SECT	JOB	HIGHWAY
REVISIONS					
12-03 7-13		DIST	COUNTY		SHEET NO.
9-05					114 OF 143

REQUIREMENTS FOR RED BACKGROUND REGULATORY SIGNS

(STOP, YIELD, DO NOT ENTER AND WRONG WAY SIGNS)



REQUIREMENTS FOR FOUR SPECIFIC SIGNS ONLY

SHEETING REQUIREMENTS		
USAGE	COLOR	SIGN FACE MATERIAL
BACKGROUND	RED	TYPE B OR C SHEETING
BACKGROUND	WHITE	TYPE B OR C SHEETING
LEGEND & BORDERS	WHITE	TYPE B OR C SHEETING
LEGEND	RED	TYPE B OR C SHEETING

REQUIREMENTS FOR WHITE BACKGROUND REGULATORY SIGNS

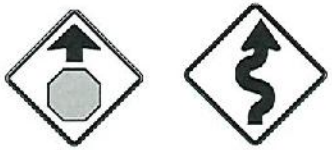
(EXCLUDING STOP, YIELD, DO NOT ENTER AND WRONG WAY SIGNS)



TYPICAL EXAMPLES

SHEETING REQUIREMENTS		
USAGE	COLOR	SIGN FACE MATERIAL
BACKGROUND	WHITE	TYPE A SHEETING
BACKGROUND	ALL OTHERS	TYPE B OR C SHEETING
LEGEND, BORDERS AND SYMBOLS	BLACK	ACRYLIC NON-REFLECTIVE FILM
LEGEND, BORDERS AND SYMBOLS	ALL OTHER	TYPE B OR C SHEETING

REQUIREMENTS FOR WARNING SIGNS



TYPICAL EXAMPLES

SHEETING REQUIREMENTS		
USAGE	COLOR	SIGN FACE MATERIAL
BACKGROUND	FLOURESCENT YELLOR	TYPE B_{FL} OR C_{FL} SHEETING
LEGEND & BORDERS	BLACK	ACRYLIC NON-REFLECTIVE FILM
LEGEND & SYMBOLS	ALL OTHER	TYPE B OR C SHEETING

REQUIREMENTS FOR SCHOOL SIGNS



TYPICAL EXAMPLES

SHEETING REQUIREMENTS		
USAGE	COLOR	SIGN FACE MATERIAL
BACKGROUND	WHITE	TYPE A SHEETING
BACKGROUND	FLOURESCENT YELLOW GREEN	TYPE B_{FL} OR C_{FL} SHEETING
LEGEND, BORDERS AND SYMBOLS	BLACK	ACRYLIC NON-REFLECTIVE FILM
SYMBOLS	RED	TYPE B OR C SHEETING

GENERAL NOTES

1. Signs to be furnished shall be as detailed elsewhere in the plans and/or as shown on sign tabulation sheet. Standard sign designs and arrow dimensions can be found in the "Standard Highway Sign Designs for Texas" (SHSD).
2. Sign legend shall use the Federal Highway Administration (FHWA) Standard Highway Alphabets (B, C, D, E, Emod or F).
3. Lateral spacing between letters and numerals shall conform with the SHSD, and any approved changes thereto. Lateral spacing of legend shall provide a balanced appearance when spacing is not shown.
4. Black legend and borders shall be applied by screening process or cut-out acrylic non-reflective black film to background sheeting, or combination thereof.
5. White legend and borders shall be applied by screening process with transparent colored ink, transparent colored overlay film to white background sheeting or cut-out white sheeting to colored background sheeting, or combination thereof.
6. Colored legend shall be applied by screening process with transparent colored ink, transparent colored overlay film or colored sheeting to background sheeting, or combination thereof.
7. Sign substrate shall be any material that meets the Departmental Material Specification requirements of DMS-7110 or approved alternative.
8. Mounting details for roadside mounted signs are shown in the "SMD series" Standard Plan Sheets.

ALUMINUM SIGN BLANKS THICKNESS	
Square Feet	Minimum Thickness
Less than 7.5	0.080
7.5 to 15	0.100
Greater than 15	0.125

DEPARTMENTAL MATERIAL SPECIFICATIONS	
ALUMINUM SIGN BLANKS	DMS-7110
SIGN FACE MATERIALS	DMS-8300

The Standard Highway Sign Designs for Texas (SHSD) can be found at the following website.
http://www.txdot.gov/

Texas Department of Transportation — Traffic Operations Division Standard

TYPICAL SIGN REQUIREMENTS

TSR(4)-13

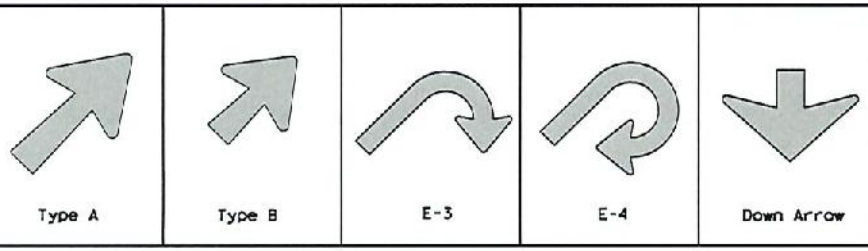
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©TxDOT	OCTOBER 2003	CONT	SECT	JOB	HIGHWAY
REVISIONS					
12-03 7-13		DIST	COUNTY		SHEET NO.
9-08					115 OF 143

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ARROW DETAILS

for Large Ground-Mounted and Overhead Guide Signs



TYPE	LETTER SIZE	USE
A-1	10.67" U/L and 10" Caps	Single Lane Exits
A-2	13.33" U/L and 12" Caps	
A-3	16" & 20" U/L	
B-1	10.67" U/L and 10" Caps	Multiple Lane Exits
B-2	13.33" U/L and 12" Caps	
B-3	16" & 20" U/L	

CODE	USED ON SIGN NO.
E-3	E5-1aT
E-4	E5-1bT

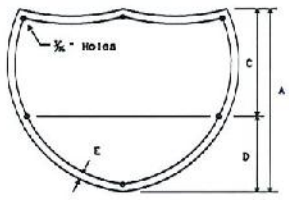
NOTE

Arrow dimensions are shown in the "Standard Highway Sign Designs for Texas" manual.

The Standard Highway Sign Designs for Texas (SHSD) can be found at the following website.

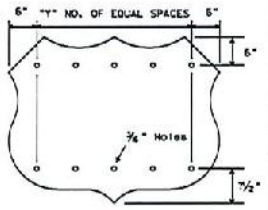
http://www.txdot.gov/

SIGN BLANK PUNCHING DETAILS FOR ATTACHMENTS WHEN SPECIFIED TO BE TYPE A ALUMINUM SIGNS (FOR MOUNTING TO GUIDE SIGN FACE)



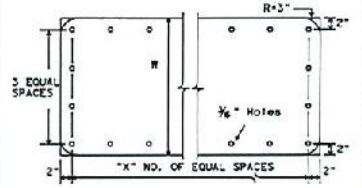
INTERSTATE ROUTE MARKERS

A	C	D	E
36	21	15	1½
48	28	20	1¾



U.S. ROUTE MARKERS

Sign Size	"Y"
24x24	2
30x24	3
36x36	3
45x36	4
48x48	4
60x48	5



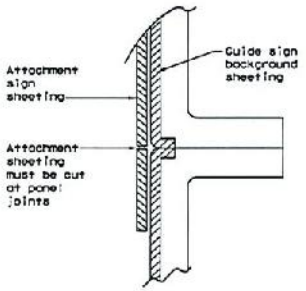
STATE ROUTE MARKERS

No. of Digits	W	X
4	24	4
4	36	5
4	48	6
3	24	3
3	36	4
3	48	5

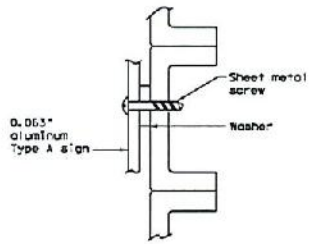


EXIT ONLY PANEL

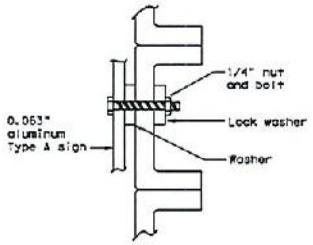
MOUNTING DETAILS OF ATTACHMENTS TO GUIDE SIGN FACE ("EXIT ONLY" AND "LEFT EXIT" PANELS, ROUTE MARKERS AND OTHER ATTACHMENTS)



DIRECT APPLIED ATTACHMENT



SCREW ATTACHMENT



NUT/BOLT ATTACHMENT

NOTE:

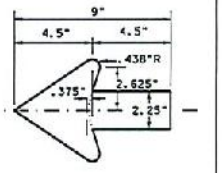
1. Sheeting for legend, symbols, and borders must be cut at panel joints.
2. Direct applied attachment signs will be subsidiary to "Aluminum Signs" or "Fiberglass Signs".

NOTE:

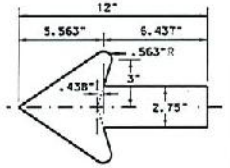
Furnish Type A aluminum sign attachments only when specified in the plans. These signs will be paid for under "Aluminum Signs".

ARROW DETAILS

for Destination Signs (Type D)



Standard arrow to be used with 8 inch letters.



Standard arrow to be used with 8 inch letters.

Texas Department of Transportation — Traffic Operations Division Standard

TYPICAL SIGN REQUIREMENTS

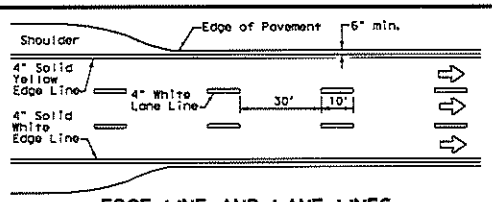
TSR(5)-13

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REVISIONS					
12-03 7-13		DIST	COUNTY		SHEET NO.
9-08					5 OF 40

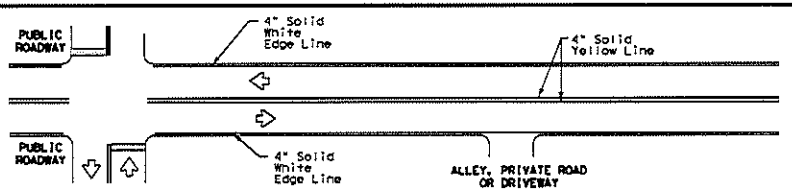
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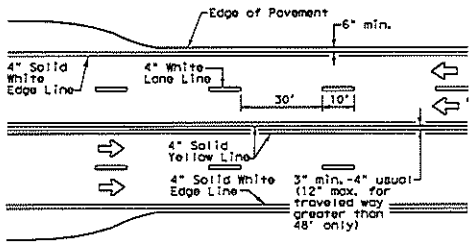
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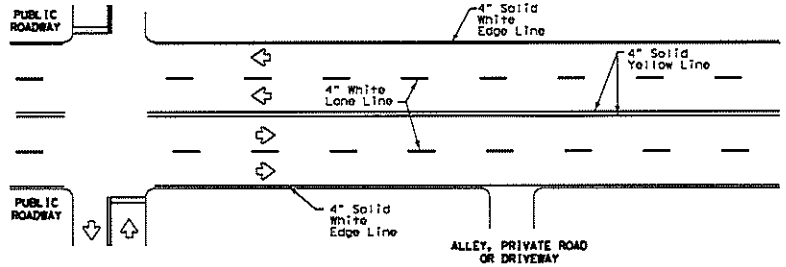
EDGE LINE AND LANE LINES ONE-WAY ROADWAY WITH OR WITHOUT SHOULDERS



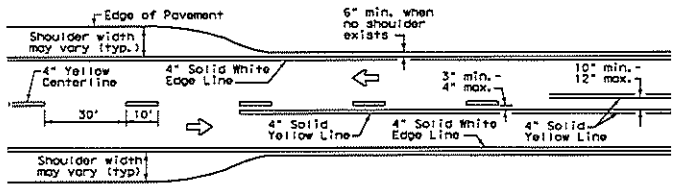
TYPICAL TWO-LANE, TWO-WAY PAVEMENT MARKINGS THROUGH INTERSECTIONS



CENTERLINE AND LANE LINES FOUR LANE TWO-WAY ROADWAY WITH OR WITHOUT SHOULDERS



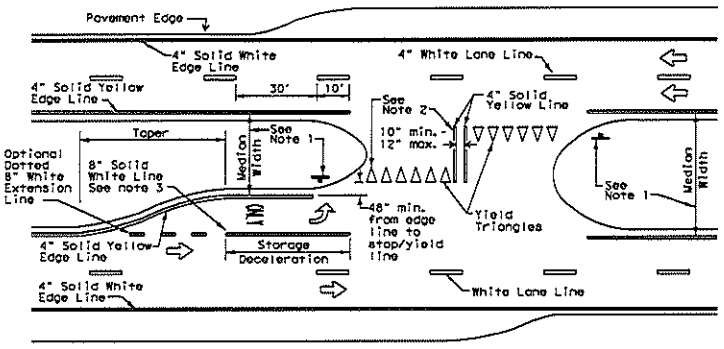
TYPICAL MULTI-LANE, TWO-WAY PAVEMENT MARKINGS THROUGH INTERSECTIONS



TWO LANE TWO-WAY ROADWAY WITH OR WITHOUT SHOULDERS



YIELD LINES



FOUR LANE DIVIDED ROADWAY CROSSOVERS

NOTES

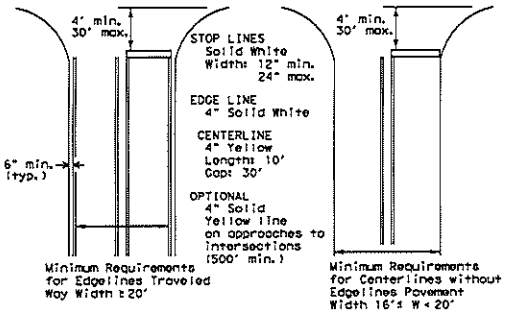
1. Where divided highways are separated by median widths at the median opening itself of 30 feet or more, median openings shall be signed as two separate intersections. Each median opening has two width measurements, with one measurement for each approach. The narrow median width will be the controlling width to determine if signs are required. Yield signs are the typical intersection control. Stop signs are optional as determined by the Engineer.
2. Install median striping (double yellow centerlines and stop bars/yield triangles) when a 50' or greater median centerline can be placed. Stop bars shall only be used with stop signs. Yield traingles shall only be used with yield signs.
3. Length of turn bays, including taper, deceleration, and storage lengths shall be as shown on the plans or as directed by the Engineer.

GENERAL NOTES

1. Edgeline striping shall be as shown in the plans or as directed by the Engineer. The edgeline should not be placed less less than 6 inches from the edge of pavement. This distance may vary due to pavement raveling or other conditions. Edgelines are not required in curb and gutter sections of roadways.
2. The traveled way includes only that portion of the roadway used for vehicular travel. It does not include the parking lanes, sidewalks, berms and shoulders. The traveled ways shall be measured from the inside of edgeline to the inside of edgeline of a two lane roadway.

MATERIAL SPECIFICATIONS	
PAVEMENT MARKERS (REFLECTORIZED)	DMS-4200
EPOXY AND ADHESIVES	DMS-6100
BITUMINOUS ADHESIVE FOR PAVEMENT MARKERS	DMS-6130
TRAFFIC PAINT	DMS-8200
HOT APPLIED THERMOPLASTIC	DMS-8220
PERMANENT PREFABRICATED PAVEMENT MARKINGS	DMS-8240

All pavement marking materials shall meet the required Departmental Material Specifications as specified by the plans.



GUIDE FOR PLACEMENT OF STOP LINES, EDGE LINE & CENTERLINE

Based on Traveled Way and Pavement Widths for Undivided Highways

Texas Department of Transportation | Traffic Safety Division Standard

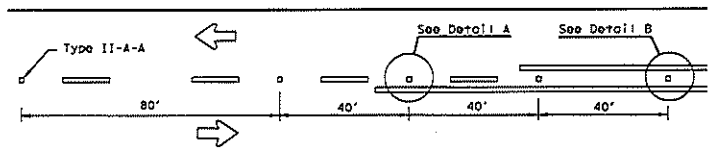
TYPICAL STANDARD PAVEMENT MARKINGS

PM(1)-20

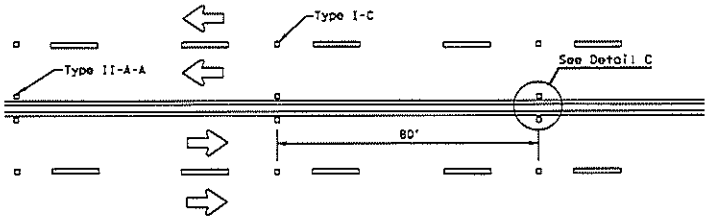
FILE: pm1-20.dgn	DN:	CK:	DW:	CK:	
©TxDOT November 1978	CONT	SECT	JOB	HIGHWAY	
REVISIONS 8-95 3-03					
5-00 2-12	DIST	COUNTY		SHEET NO.	
8-00 6-20				117 OF 143	

DATE:
FILE:

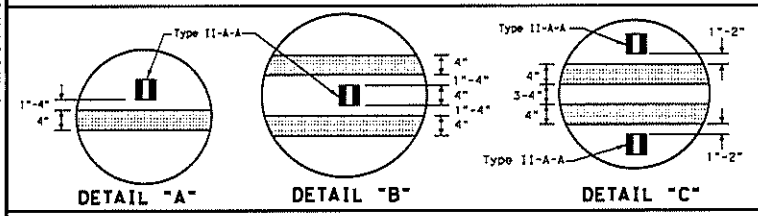
REFLECTIVE RAISED PAVEMENT MARKERS FOR VEHICLE POSITIONING GUIDANCE



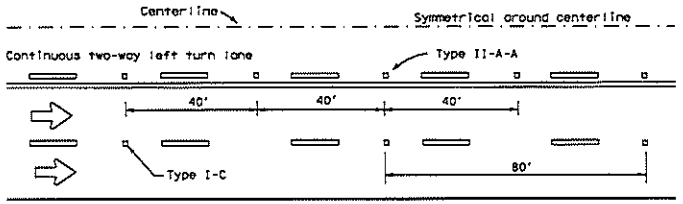
CENTERLINE FOR ALL TWO LANE ROADWAYS



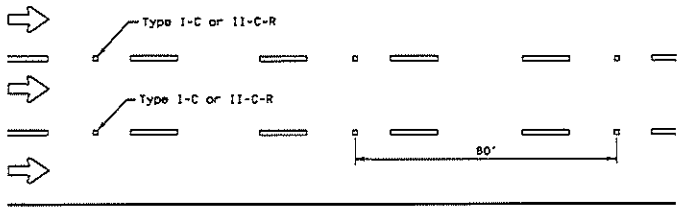
CENTERLINE & LANE LINES FOR FOUR LANE TWO-WAY HIGHWAYS



DETAIL "A" DETAIL "B" DETAIL "C"

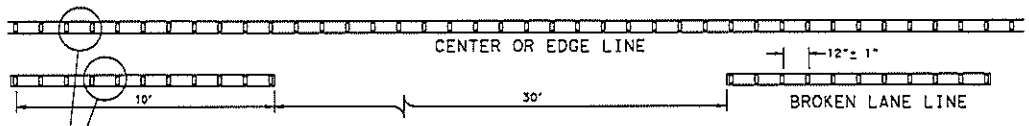


CENTERLINE AND LANE LINES FOR TWO-WAY LEFT TURN LANE



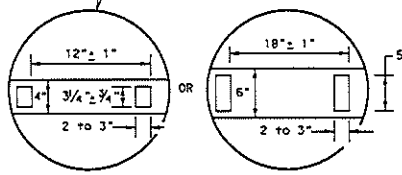
LANE LINES FOR ONE-WAY ROADWAY (NON-FREEWAY FACILITIES)

Raised pavement markers Type II-C-R shall have clear face toward normal traffic and red face toward wrong-way traffic.



REFLECTORIZED PROFILE PATTERN DETAIL

USING REFLECTIVE PROFILE PAVEMENT MARKINGS



4" EDGE LINE, CENTER LINE OR LANE LINE

OPTIONAL 6" EDGE LINE, CENTER LINE OR LANE LINE



A quick field check for the thickness of base line and profile marking is approximately equal to a stack of 5 quarters to a maximum height of 7 quarters.

NOTE

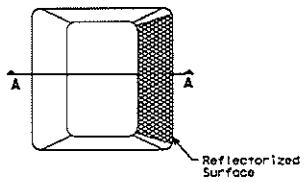
Profile markings shall not be placed on roadways with a posted speed limit of 45 MPH or less.

GENERAL NOTES

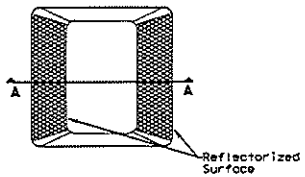
1. All raised pavement markers placed in broken lines shall be placed in line with and midway between the stripes.
2. On concrete pavements the raised pavement markers should be placed to one side of the longitudinal joints.

MATERIAL SPECIFICATIONS	
PAVEMENT MARKERS (REFLECTORIZED)	DMS-4200
EPOXY AND ADHESIVES	DMS-6100
BITUMINOUS ADHESIVE FOR PAVEMENT MARKERS	DMS-6130
TRAFFIC PAINT	DMS-8200
HOT APPLIED THERMOPLASTIC	DMS-8220
PERMANENT PREFABRICATED PAVEMENT MARKINGS	DMS-8240

All pavement marking materials shall meet the required Departmental Material Specifications as specified by the plans.



Type I (Top View)



Type II (Top View)



SECTION A

RAISED PAVEMENT MARKERS

Texas Department of Transportation — Traffic Safety Division Standard

POSITION GUIDANCE USING RAISED MARKERS RELECTORIZED PROFILE MARKINGS PM(2)-20

FILE: pm2-20.dgn	DN:	CK:	DW:	CK:
©TxDOT April 1977	CONT	SECT	JOB	HIGHWAY
REVISIONS 4-92 2-10				
5-00 2-12	DIST	COUNTY		SHEET NO.
8-00 5-20				118 OF 143

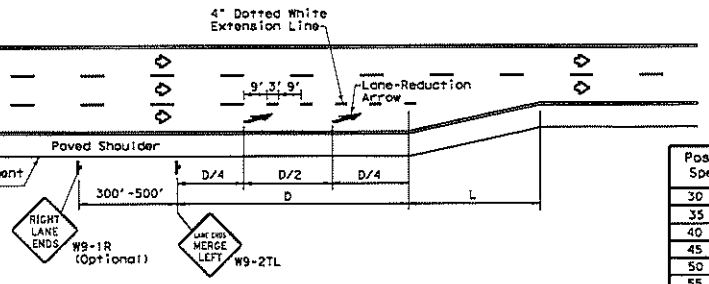
2-8

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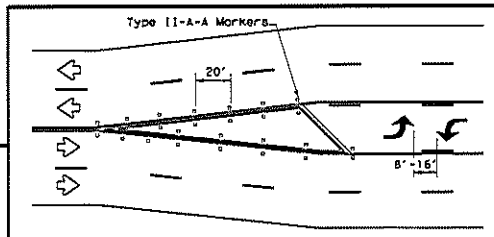


LANE REDUCTION

Posted Speed	D (ft)	L (ft)
30 MPH	460	$L=\frac{WS^2}{60}$
35 MPH	565	
40 MPH	670	
45 MPH	775	L=WS
50 MPH	885	
55 MPH	990	
60 MPH	1,100	
65 MPH	1,200	
70 MPH	1,250	
75 MPH	1,350	

NOTES

1. Lane reduction pavement markings are used where the number of through lanes is reduced because of narrowing of the roadway or because of a section of on-street parking in what would otherwise be a through lane. For Texas Super 2 Passing Lanes, see TS2(PL) standard sheets.
2. On divided highways, an additional W9-1R "RIGHT LANE ENDS" sign may be installed in the median aligned with the W9-1R sign on the right side of the highway.
3. Lane reduction arrows are required for speeds of 45 mph or greater. An optional third lane reduction arrow may be added based on engineering judgement. If used, the optional third lane reduction arrow should be centered between the first and last lane reduction arrows.
4. For lane reductions on Freeways and Expressways, signing shall conform to the TxDOT Freeway Signing Handbook.



A two-way left-turn (TWLT) lane-use arrow pavement marking should be used at or just downstream from the beginning of a two-way left-turn lane within a corridor. Repeating the marking after each intersection or dedicated turn bay is not required unless stated elsewhere in the plans.

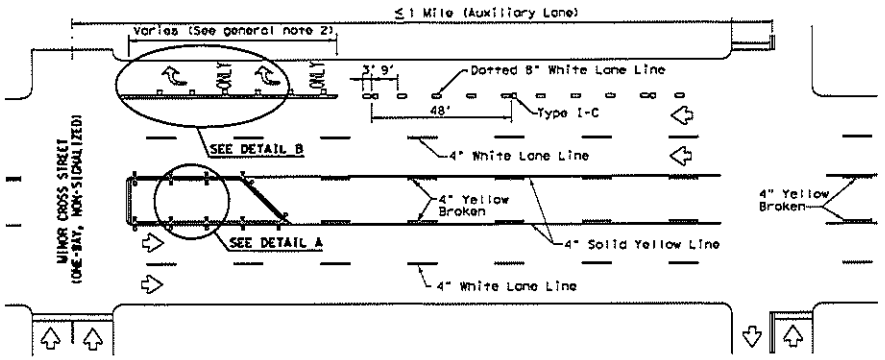
TYPICAL TRANSITION FOR TWLTL AND DIVIDED HIGHWAY

GENERAL NOTES

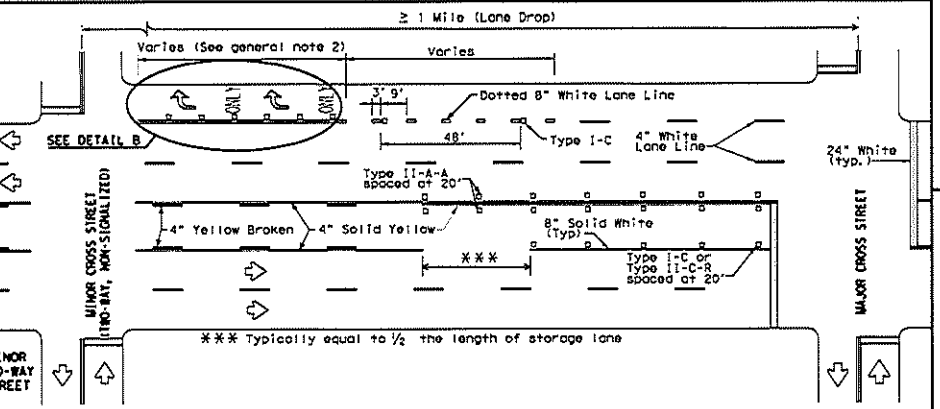
1. Lane use word and arrow markings shall be used where through lanes approaching an intersection become mandatory turn lanes. Lane use word and arrow markings should be used in auxiliary lanes of substantial length. Lane use arrow markings or word and arrow markings may be used in other lanes and turn bays for emphasis. Details for words and arrows are as shown in the Standard Highway Sign Designs for Texas.
2. When lane-use words and arrow markings are used, two sets of arrows should be used if the length of the bay is greater than 180 feet. When a single lane use arrow or word and arrow marking is used for a short turn lane, it should be located at or near the upstream end of the full-width turn lane.
3. Use raised pavement marker Type I-C with undivided highways, flush medians and two way left turn lanes. Use raised pavement marker Type II-C-R with divided highways and raised medians.
4. Length of turn bays, including taper, deceleration, and storage lengths shall be as shown on the plans or as directed by the Engineer.

MATERIAL SPECIFICATIONS	
PAVEMENT MARKERS (REFLECTORIZED)	DMS-4200
EPOXY AND ADHESIVES	DMS-6100
BITUMINOUS ADHESIVE FOR PAVEMENT MARKERS	DMS-6130
TRAFFIC PAINT	DMS-8200
HOT APPLIED THERMOPLASTIC	DMS-8220
PERMANENT PREFABRICATED PAVEMENT MARKINGS	DMS-8240

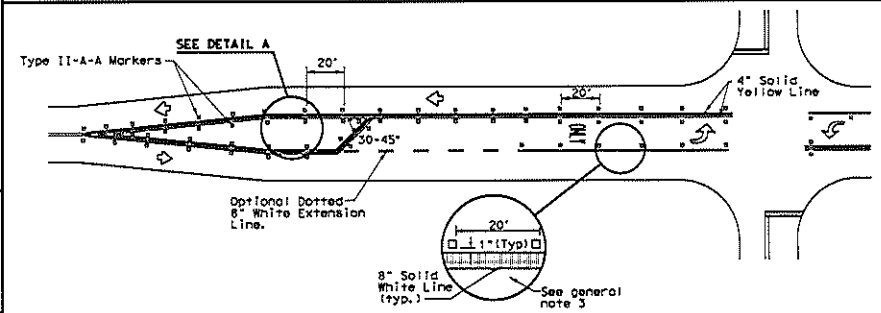
All pavement marking materials shall meet the required Departmental Material Specifications as specified by the plans.



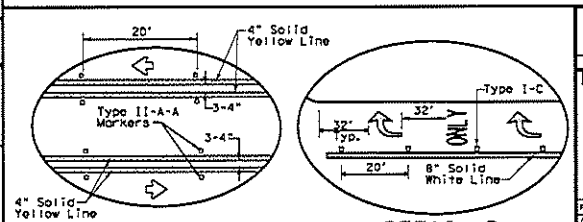
TYPICAL TWLTL AT ONE-WAY STREET AND RIGHT TURN AUXILIARY LANE



TYPICAL TWLTL AT TWO-WAY CROSS STREET AND RIGHT TURN LANE DROP



TYPICAL TWO-LANE HIGHWAY INTERSECTION WITH LEFT TURN BAYS



Texas Department of Transportation — Traffic Safety Division Standard

TWO-WAY LEFT TURN LANES, RURAL LEFT TURN BAYS, AND LANE REDUCTION PAVEMENT MARKINGS

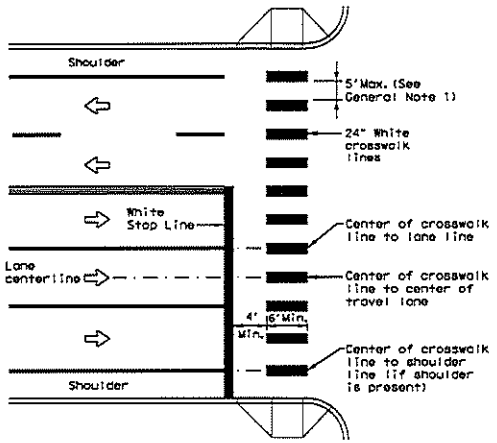
PM(3)-20

FILE: pm3-20.dgn	DN:	CK:	DW:	CK:
©TxDOT April 1998	CONT	SECT	JOB	HIGHWAY
REVISIONS 5-00 2-10	DIST	COUNTY		SHEET NO.
8-00 2-12				
3-03 8-20				110 OF 143

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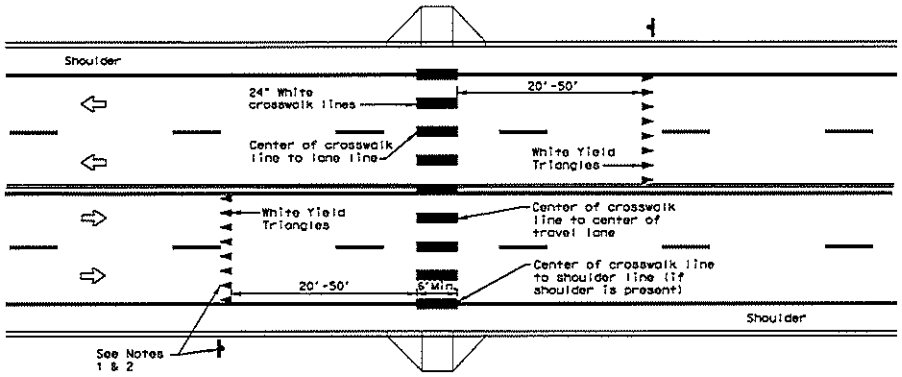
HIGH-VISIBILITY LONGITUDINAL CROSSWALK AT CONTROLLED APPROACH

GENERAL NOTES

1. Longitudinal crosswalk lines should not be placed in the wheel path of vehicles. Center the crosswalk lines on travel lanes, lane lines, and shoulder lines (if present).
2. A minimum 6" clear distance shall be provided to the curb face. If the last crosswalk line falls into this distance it must be omitted.
3. For divided roadways, adjustments in spacing of the crosswalk lines should be made in the median so that the crosswalk lines are maintained in their proper location across the travel portion of the roadway.
4. At skewed crosswalks, the crosswalk lines are to remain parallel to the lane lines.
5. Each crosswalk shall be a minimum of 6' wide.
6. The High-Visibility Longitudinal Crosswalk is the preferred crosswalk pattern on State Highways. Other crosswalk patterns as shown in the "Texas Manual on Uniform Traffic Control Devices" may be used. All crosswalk designs and dimension shall comply with the "Texas Manual on Uniform Traffic Control Devices."
7. Final placement of Stop Bar/Yield Triangles and Crosswalk shall be approved by the Engineer in the field.

MATERIAL SPECIFICATIONS	
PAVEMENT MARKERS (REFLECTORIZED)	DMS-4200
EPOXY AND ADHESIVES	DMS-6100
BITUMINOUS ADHESIVE FOR PAVEMENT MARKERS	DMS-6130
TRAFFIC PAINT	DMS-8200
HOT APPLIED THERMOPLASTIC	DMS-8220
PERMANENT PREFABRICATED PAVEMENT MARKINGS	DMS-8240

All pavement marking materials shall meet the required Departmental Material Specifications as specified by the plans.



UNSIGNALIZED MID BLOCK HIGH-VISIBILITY LONGITUDINAL CROSSWALK

NOTES

1. Use yield triangles with "Yield Here to Pedestrians" signs at unsignalized mid block crosswalks.
2. Use stop bars with "Stop Here on Red" signs at mid block crosswalks controlled by traffic signals or pedestrian hybrid beacons.

Texas Department of Transportation

Traffic Safety Division Standard

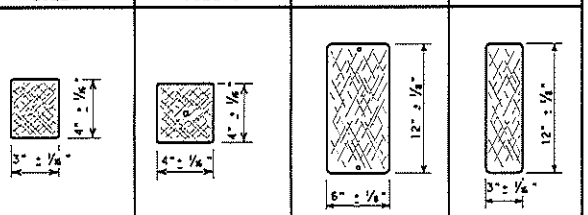
CROSSWALK PAVEMENT MARKINGS

PM(4)-20

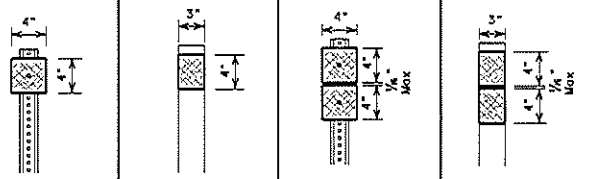
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REVISIONS	DIST	COUNTY		SHEET NO. 120 OF 143

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REFLECTOR UNIT SIZES FOR DELINEATORS AND OBJECT MARKERS

	SIZE 1	SIZE 2	SIZE 3	SIZE 4
DEVICE				
SHEETING	Yellow, White or Red Type B or C reflective sheeting			
NOTE	1. Size 1 and 4 - Direct applied reflective sheeting for use on flexible post (fix). 2. Size 2 and 3 - For use on wing channel (wc) post only. Use approved metal, plastic or fiberglass backplate with 17/64" mounting holes.			

DELINEATORS

	SINGLE		DOUBLE	
DEVICE				
	1-Size 2 reflector unit	1-Size 1 reflector unit	2-Size 2 reflector units	2-Size 1 reflector units
SHEETING	Yellow, White or Red Type B or C Reflective Sheeting			
POST TYPE	WC	YFLX, WFLX	WC	YFLX, WFLX
MOUNT TYPE	GND	GND, SRF	GND	GND, SRF

D & OM DESCRIPTIVE CODES

INSTL DEL ASSM (D-XX)SZ X (XXXX)XXX(XX)

NUMBER OF REFLECTORS
S = Single
D = Double

COLOR OF REFLECTORS
W = White
Y = Yellow
R = Red

REFLECTOR UNIT SIZE
1 or 2

TYPE OF POST OR DELINEATOR
WC = Wing Channel Post
YFLX = Yellow Flexible Post
WFLX = White Flexible Post
BRF = Barrier Reflector

TYPE OF MOUNT
GND = Embedded (drivable or set in concrete)
CTB = Concrete Barrier Mount
GF1 or GF2 = Guard Fence Attachment
SRF = Surface Mount

DIRECTION
If Required
BI = Bi-Directional
BR = Bi-Directional with red on back

INSTL OM ASSM (OM-XX) (XXXX)XXX(XX)

TYPE OF OBJECT MARKER
1, 2, 3, or 4

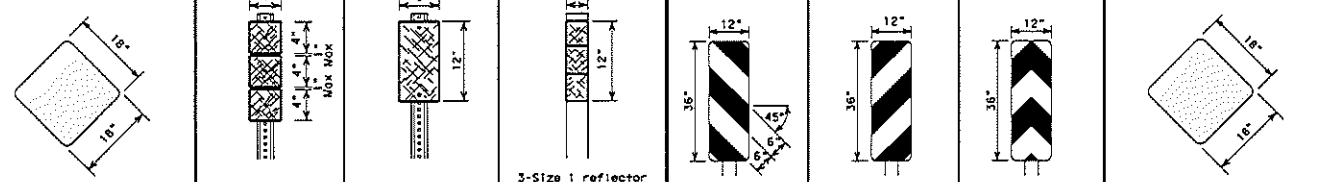
NUMBER OF REFLECTORS OR DIRECTION
X = 3-Size 2 reflector units (Type 2 only)
Y = 1-Size 3 reflector unit (Type 2 only)
Z = 3-Size 1 or 1-Size 4 reflector unit(s) (Type 2 only)
L = Left Side (Type 3 Object Marker only)
R = Right Side (Type 3 Object Marker only)
C = Center (Type 3 Object Marker only)

TYPE OF POST
WC = Wing Channel Post
WFLX = White Flexible Post
TWT = Thin Walled Tubing

TYPE OF MOUNT
GND = Embedded (drivable)
SRF = Surface Mount
WAS = Wedge Anchor Steel
WAP = Wedge Anchor Plastic

DIRECTION
If Required
BI = Bi-Directional

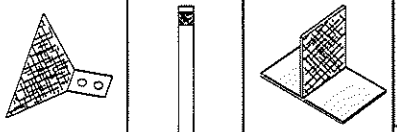
OBJECT MARKERS

	Type 1 (OM-1)	Type 2 (OM-2)			Type 3 (OM-3)			Type 4 (OM-4)
	OM-1	OM-2X	OM-2Y	OM-2Z	OM-3L	OM-3R	OM-3C	OM-4
DEVICE								
		3-Size 2 reflector units	1-Size 3 reflector unit	3-Size 1 reflector units or 1-Size 4 reflector unit				
SHEETING	Yellow-Type B_{FL} or C_{FL} Sheeting	Yellow - Type B or C Sheeting			Alternating acrylic black and retroreflective yellow - Type B_{FL} or C_{FL} Sheeting			Red -Type B_{FL} or C_{FL} Sheeting
POST TYPE	TWT	WC	WC	WFLX	TWT			TWT
MOUNT TYPE	WAS, WAP	GND	GND	GND, SRF	WAS, WAP			WAS, WAP

DEPARTMENTAL MATERIAL SPECIFICATIONS

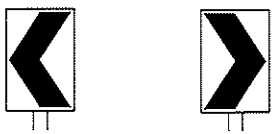
FLEXIBLE DELINEATOR & OBJECT MARKER POSTS (EMBEDDED & SURFACE MOUNT TYPES)	DMS-4400
SIGN FACE MATERIALS	DMS-8300
DELINEATORS, OBJECT MARKERS AND BARRIER REFLECTORS	DMS-8600

BARRIER REFLECTORS (BRF)

	GF1	GF2	CTB
DEVICE			
SHEETING	Yellow, White, Red		
NOTE	1. Barrier reflectors shall meet the requirements of DMS 8600. 2. Approved Barrier Reflectors are listed on the "Barrier Reflectors" Material Producer List at: www.txdot.gov. 1. Reflective sheeting shall have a minimum dimension of 3 inches and minimum surface area of 9 square inches.		

CHEVRONS

DEVICE



W1-8

SIZE (W x L)	18"x 24" (Conventional)	24"x 30" (Conventional Oversize)	30"x 36" (Expressway)	36" x 48" (Freeway)
MOUNTING HEIGHT	4'-0" or 7'-0"		7'-0" Only	

NOTE
1. CHEVRON (W1-8) signs and ONE DIRECTION LARGE ARROW (W1-6) Signs shall be installed per Sign Mounting Details (SMD) Standard Sheets and paid under Item 644 (Small Roadside Sign Assemblies).
2. When there is a need to increase conspicuity, the Texas version of the ONE DIRECTION LARGE ARROW sign (W1-9T) may be used instead of the ONE DIRECTION LARGE ARROW (W1-6).

ONE DIRECTION LARGE ARROW

DEVICE



W1-6

SIZE (W x L)	48" x 24" (Conventional)	60" x 30" (Expressway & Freeway)
MOUNTING HEIGHT	7'-0"	

NOTE:
Delineator and object marker substrates and sign substrates shall be 0.080" Aluminum sign blank to conform to ASTM B-209 Alloy 6061-T6 or approved alternative.

Texas Department of Transportation

Traffic Safety Division Standard

DELINEATOR & OBJECT MARKER MATERIAL DESCRIPTION

D & OM(1)-20

FILE: dom1-20.dgn	DN: TXDOT	CK: TXDOT	DW: TXDOT	CK: TXDOT
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REVISIONS				
10-09 3-15	DIST	COUNTY		SHEET NO.
4-10 7-20				121 OF 143

20A

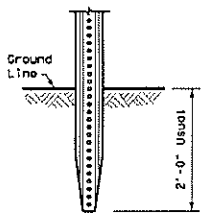
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POST TYPE AND SUPPORT FOUNDATION DETAILS

WING CHANNEL (WC)

GND

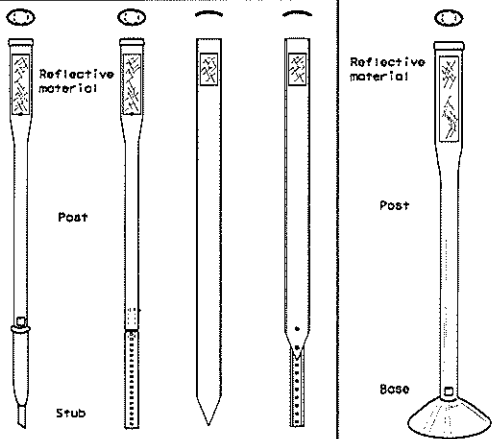


NOTES

1. Embedded Wing Channel (WC) post option may be used for Type 2 Object Markers and Delineators only.
2. 1.12 lbs/ft steel per ASTM A 1011 SS Gr. 50, or ASTM A499.

FLEXIBLE POSTS (YFLX, WFLX)

GND | SRF



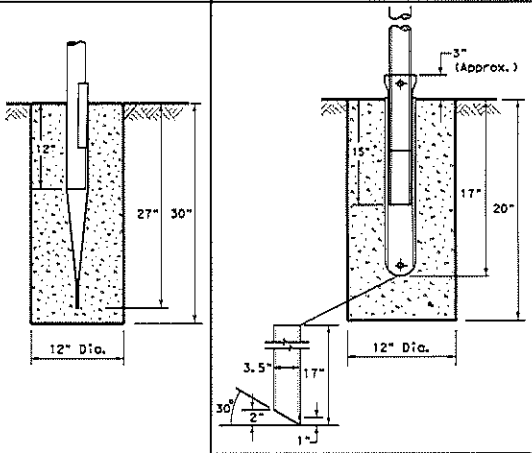
EMBEDDED | SURFACE MOUNT

NOTES

1. See "Flexible Delineator and Object Marker Posts" Material Producer List for approved devices.
2. Install per manufacturer's recommendations.
3. Post length may vary to meet field conditions.
4. When using yellow delineators with flexible posts to separate opposing direction of travel, such as centerline or median use, the flexible posts shall be yellow.

WEDGE ANCHOR SYSTEMS

WAS | WAP



STEEL | PLASTIC

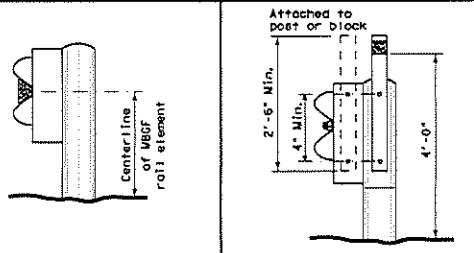
NOTE

1. Install per manufacturer's recommendations.

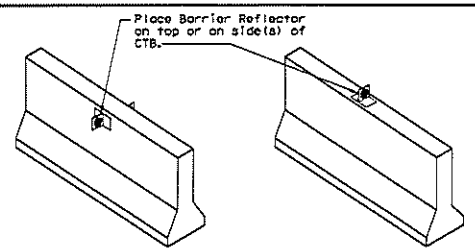
TYPE OF BARRIER MOUNTS

GUARD FENCE ATTACHMENT

GF1 | GF2



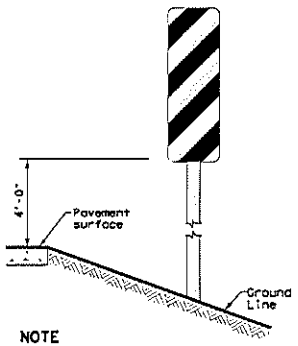
CONCRETE TRAFFIC BARRIER (CTB)



GENERAL NOTES

1. Place delineators on a section of roadway at a consistent distance from the edge of pavement.
2. Where a restriction prevents consistent placement from the pavement edge, place the effected object markers in line with the innermost edge of the obstruction.
3. When Type 2 object markers and delineators are more than 8'-0" from the edge of the pavement, it may not be possible to maintain a height of approximately 4'-0". If this is the case, place the object marker or delineator as close to the desired height as possible.
4. Install all delineators, object markers and barrier reflectors in accordance with the manufacturer's recommendation.
5. Barrier reflectors should be installed a minimum of 18 inches above the edge of the pavement surface.
6. Diagonal stripes on Type 3 object markers shall slope down toward the intended travel lane.

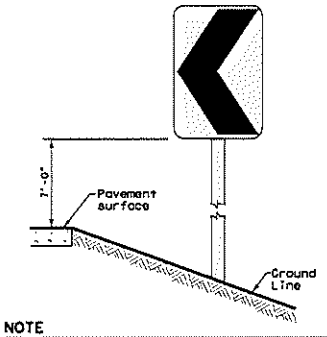
TYPES 1, 3, AND 4 OBJECT MARKERS AND CHEVRONS



NOTE

Mounting at 4 feet to the bottom of the chevron is permitted for chevrons that will not exceed a height of 6'-6" to the top of the chevron (sizes 24" x 30" and smaller)

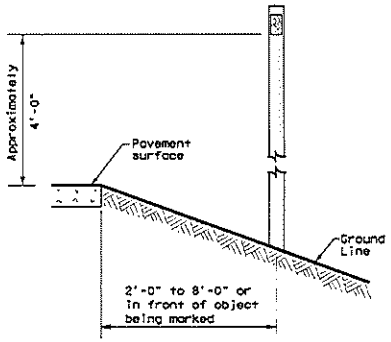
CHEVRONS AND ONE DIRECTION LARGE ARROW SIGN



NOTE

Chevrons 30" x 36" and larger shall be mounted at a height of 7' to the bottom of the chevron. Chevron sign and ONE DIRECTION LARGE ARROW sign (W1-9T)shall be installed per SMD standard sheets and paid under item 644.

DELINEATORS AND TYPE 2 OBJECT MARKERS



See general notes 1, 2 and 3.

Texas Department of Transportation — Traffic Safety Division Standard

DELINEATOR & OBJECT MARKER INSTALLATION

D & OM(2)-20

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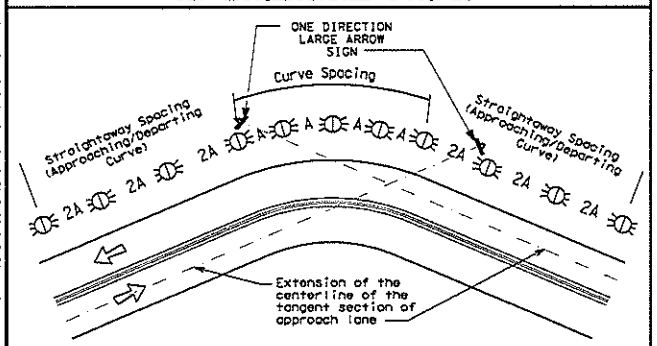
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MINIMUM WARNING DEVICES AT CURVES WITH ADVISORY SPEEDS

Amount by which Advisory Speed is less than Posted Speed	Curve Advisory Speed	
	Turn (30 MPH or less)	Curve (35 MPH or more)
5 MPH & 10 MPH	• RPMs	• RPMs
15 MPH & 20 MPH	• RPMs and One Direction Large Arrow sign	• RPMs and Chevrons; or • RPMs and One Direction Large Arrow sign where geometric conditions or roadside obstacles prevent the installation of chevrons.
25 MPH & more	• RPMs and Chevrons; or • RPMs and One Direction Large Arrow sign where geometric conditions or roadside obstacles prevent the installation of chevrons	• RPMs and Chevrons

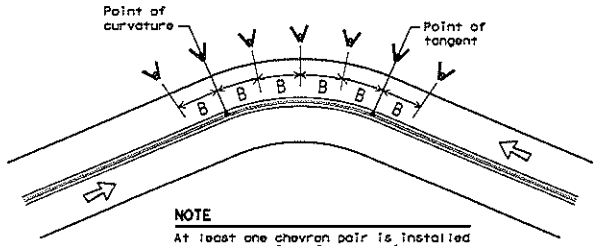
SUGGESTED SPACING FOR DELINEATORS ON HORIZONTAL CURVES



NOTE

ONE DIRECTION LARGE ARROW (W1-6) sign should be located at approximately and perpendicular to the extension of the centerline of the tangent section of approach lane.

SUGGESTED SPACING FOR CHEVRONS ON HORIZONTAL CURVES



NOTE

At least one chevron pair is installed beyond the point of tangent in tangent section.

DELINEATOR AND CHEVRON SPACING

WHEN DEGREE OF CURVE OR RADIUS IS KNOWN

Degree of Curve	Radius of Curve	Spacing in Curve (FEET)	Spacing in Straightaway (FEET)	Chevron Spacing in Curve (FEET)
		A	2A	B
1	5730	225	450	—
2	2865	160	320	—
3	1910	130	260	200
4	1433	110	220	160
5	1146	100	200	160
6	955	90	180	160
7	819	85	170	160
8	716	75	150	160
9	637	75	150	120
10	573	70	140	120
11	521	65	130	120
12	478	60	120	120
13	441	60	120	120
14	409	55	110	80
15	382	55	110	80
16	358	55	110	80
19	302	50	100	80
23	249	40	80	80
29	198	35	70	40
38	151	30	60	40
57	101	20	40	40

Curve delineator approach and departure spacing should include 3 delineators spaced at 2A. This spacing should be used during design preparation or when the degree of curve is known.

DELINEATOR AND CHEVRON SPACING

WHEN DEGREE OF CURVE OR RADIUS IS NOT KNOWN

Advisory Speed (MPH)	Spacing in Curve	Spacing in Straightaway	Chevron Spacing in Curve
	A	2xA	B
65	130	260	200
60	110	220	160
55	100	200	160
50	85	170	160
45	75	150	120
40	70	140	120
35	60	120	120
30	55	110	80
25	50	100	80
20	40	80	80
15	35	70	40

If the degree of curve is not known, delineator spacing may be determined based on the Advisory Speed of the curve. Use the delineator curve spacing for each Advisory Speed (MPH).

DELINEATOR AND OBJECT MARKER APPLICATION AND SPACING

CONDITION	REQUIRED TREATMENT	MINIMUM SPACING
Frwy./Exp. Tangent	RPMs	See PM-series and FPM-series standard sheets
Frwy./Exp. Curve	Single delineators on right side	See delineator spacing table
Frwy/Exp. Ramp	Single delineators on at least one side of ramp (should be on outside of curves) (see Detail 3 on D&OM(4))	100 feet on ramp tangents Use delineator spacing table for ramp curves ("straightway spacing" does not apply to ramp curves)
Acceleration/Deceleration Lane	Double delineators (see Detail 3 on D&OM(4))	100 feet (See Detail 3 on D & OM (4))
Truck Escape Ramp	Single red delineators on both sides	50 feet
Bridge Rail (steel or concrete)and Metal Beam Guard Fence	Bi-Directional Delineators when undivided with one lane each direction Single Delineators when multiple lanes each direction	Equal spacing (100'max) but not less than 3 delineators
Concrete Traffic Barrier (CTB) or Steel Traffic Barrier	Barrier reflectors matching the color of the edge line	Equal spacing 100' max
Cable Barrier	Reflectors matching the color of the edge line	Every 5th cable barrier post (up to 100'max)
Guard Rail Terminus/Impact Head	Divided highway - Object marker on approach end Undivided 2-lane highways - Object marker on approach and departure end	Requires reflective sheeting provided by manufacturer per D & OM (VIA) or a Type 3 Object Marker (OM-3) in front of the terminal end See D & OM (5) and D & OM (6)
Bridges with no Approach Rail	Type 3 Object Marker (OM-3) at end of rail and 3 single delineators approaching rail	See D & OM(5)
Reduced Width Approaches to Bridge Rail	Type 2 and Type 3 Object Markers (OM-3) and 3 single delineators approaching bridge	Requires reflective sheeting provided by manufacturer per D & OM (VIA) or a Type 3 Object Marker (OM-3) in front of the terminal end See D & OM (5)
Culverts without MBGF	Type 2 Object Markers	See Detail 2 on D & OM(4)
Crossovers	Double yellow delineators and RPMs	See Detail 1 on D & OM (4)
Pavement Narrowing (lane merge) on Freeways/Expressway	Single delineators adjacent to affected lane for full length of transition	100 feet

NOTES

1. Unless indicated otherwise, the delineator or barrier reflector color shall conform to the color of the pavement edge line on the side of the road where the delineators or barrier reflectors are placed.
2. Barrier reflectors may be used to replace required delineators.
3. Single red delineators may be mounted on the back side of delineator posts for wrong way driver applications

LEGEND	
	Bi-directional Delineator
	Delineator
	Sign

Texas Department of Transportation — Traffic Safety Division Standard

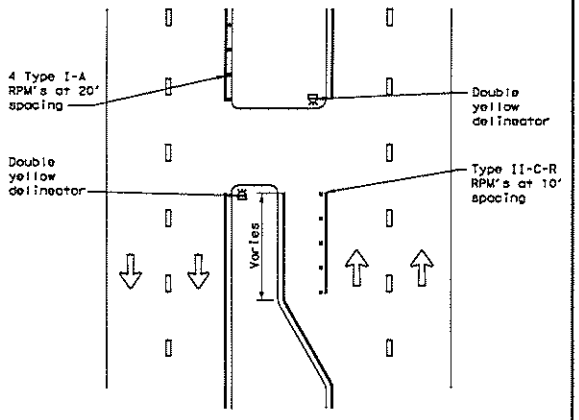
DELINEATOR & OBJECT MARKER PLACEMENT DETAILS

D & OM(3)-20

FILE: dom3-20.dgn	DN: TxDOT	CK: TxDOT	DW: TxDOT	CK: TxDOT
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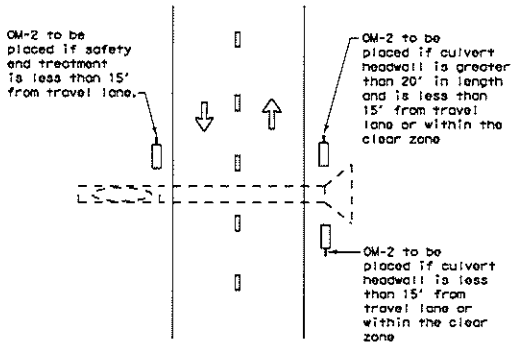
20C

CROSSOVERS



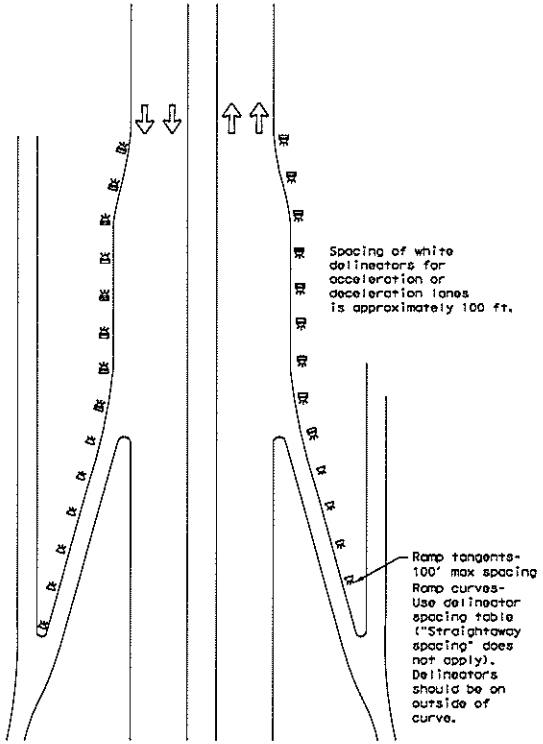
DETAIL 1

FOR CULVERTS WITHOUT MBGF



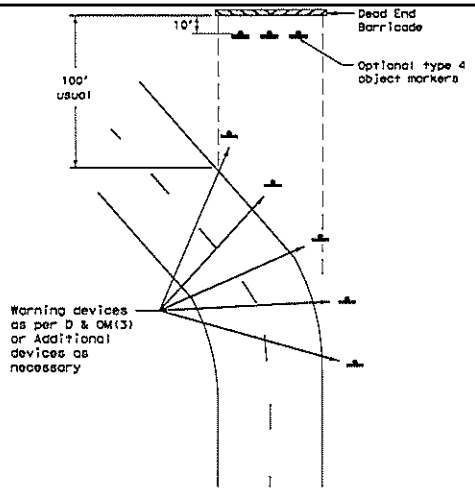
DETAIL 2

FREEWAY DELINEATION FOR RAMPS AND ACCELERATION/DECELERATION LANES



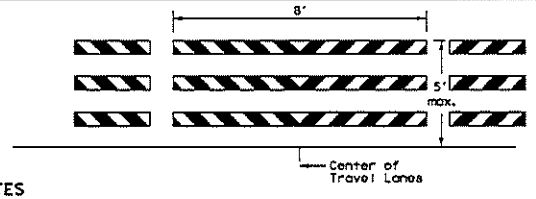
DETAIL 3

TYPICAL APPLICATION OF DEAD END BARRICADE



DETAIL 4

TYPICAL DEAD END BARRICADE INSTALLATION



NOTES

1. Barricade striping shall be red and white reflective sheeting for all permanent road closures.
2. Barricade striping is red and white sloping toward the center of the roadway.
3. Type 3 Barricade Supports should be anchored to soil or pavement as described in compliant Work Zone Traffic Control Devices List, section D.2.f and D.2.g.

DETAIL 5

LEGEND	
	Bidirectional Delineator
	Delineator
	OM-3
	Barricade
	Sign
	OM-2
	Double Delineator

Texas Department of Transportation — Traffic Safety Division Standard

DELINEATOR & OBJECT MARKER PLACEMENT DETAILS

D & OM(4)-20

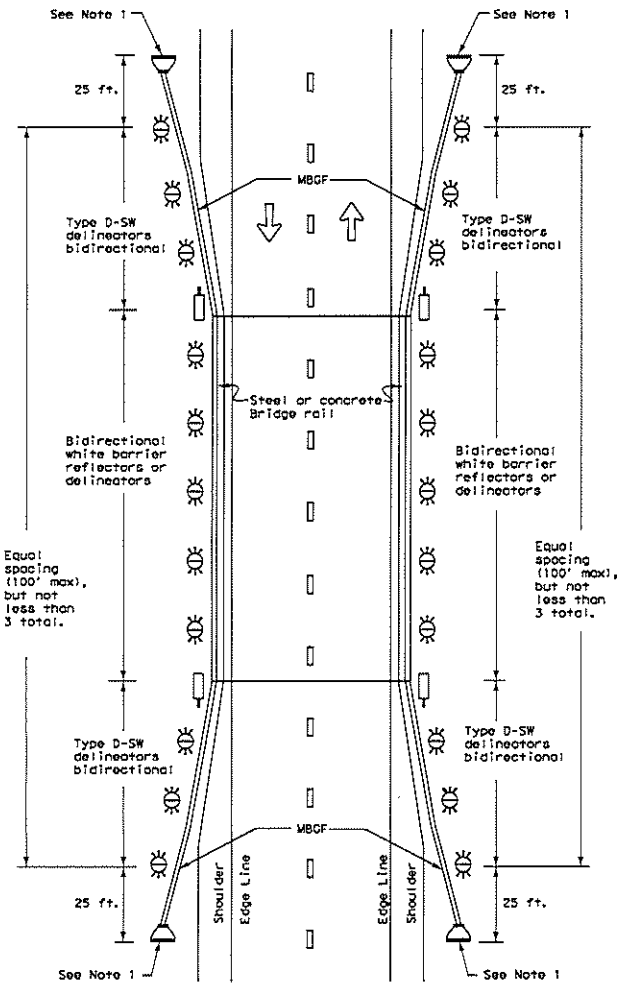
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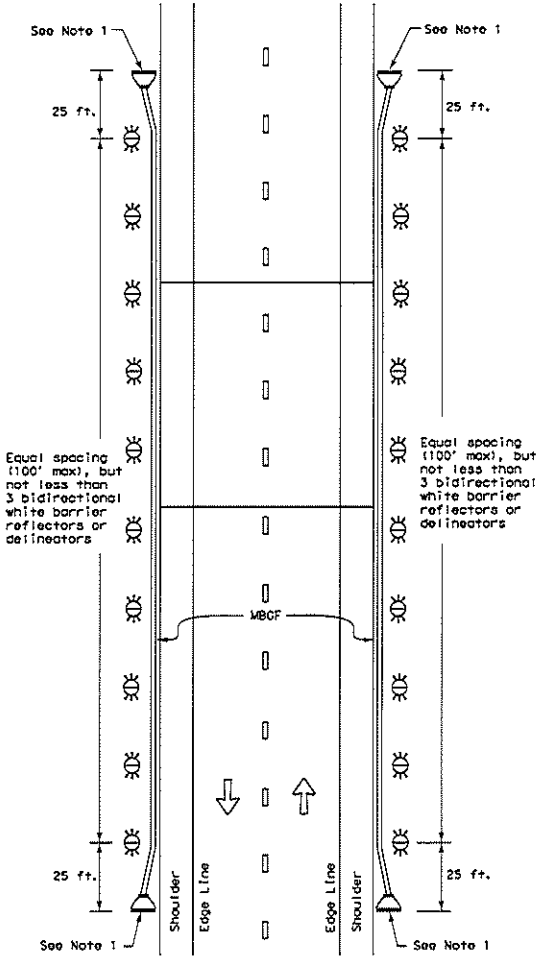
TWO-WAY, TWO LANE ROADWAY WITH REDUCED WIDTH APPROACH RAIL



NOTE:

1. Terminal ends require reflective sheeting provided by manufacturer per D & OM (VIA) or a Type 3 Object Marker (OM-3) in front of the terminal end.

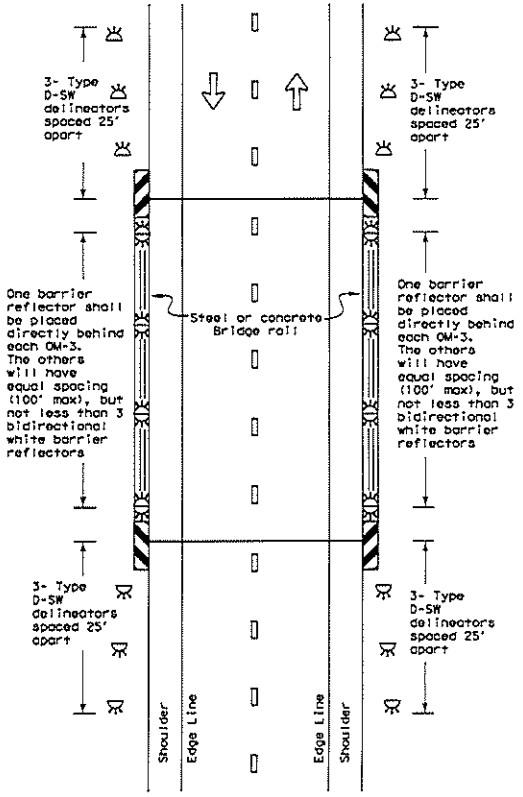
TWO-WAY, TWO LANE ROADWAY WITH METAL BEAM GUARD FENCE (MBGF)



NOTE:

1. Terminal ends require reflective sheeting provided by manufacturer per D & OM (VIA) or a Type 3 Object Marker (OM-3) in front of the terminal end.

TWO-WAY, TWO LANE ROADWAY BRIDGE WITH NO APPROACH RAIL



LEGEND

	Bidirectional Delineator
	Delineator
	OM-3
	OM-2
	Terminal End
	Traffic Flow

Texas Department of Transportation

Traffic Safety Division Standard

DELINEATOR & OBJECT MARKER PLACEMENT DETAILS

D & OM(5)-20

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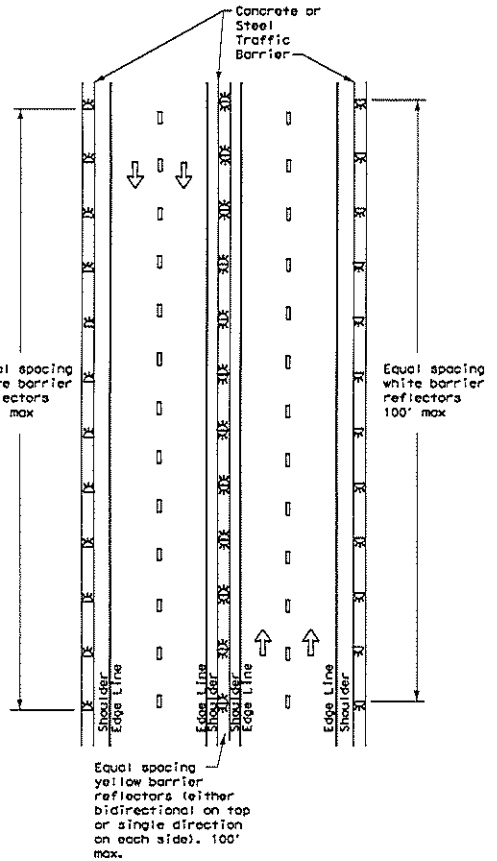
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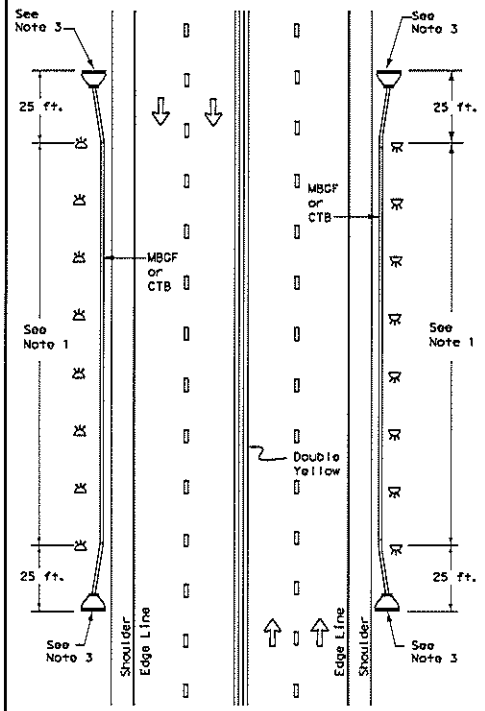
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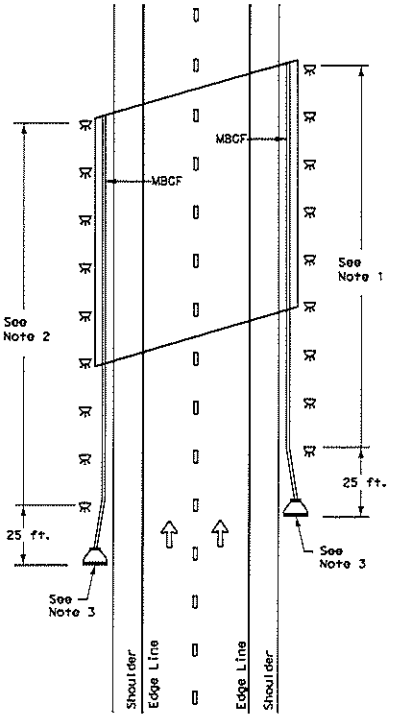
CONTINUOUS CONCRETE OR STEEL BARRIER



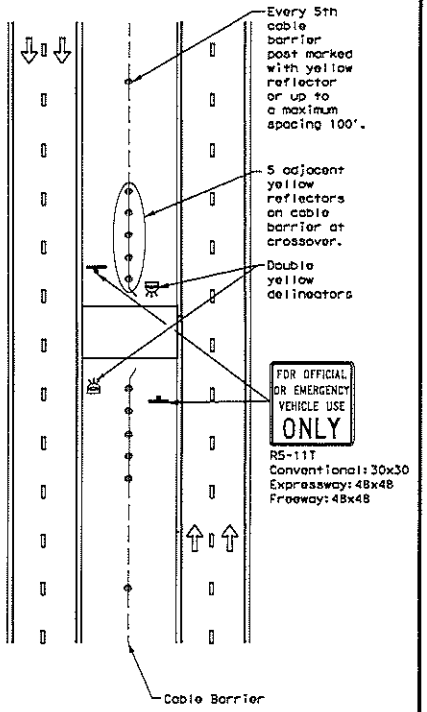
MULTI-LANE UNDIVIDED, TWO-WAY ROADWAY WITH METAL BEAM GUARD FENCE (MBGF)



DIVIDED ROADWAY WITH METAL BEAM GUARD FENCE (MBGF)



EMERGENCY CROSSOVER



NOTES

1. Equal spacing (100' max), but not less than 3 single directional white barrier reflectors or delineators. On Continuos Barrier, equal spacing (100' max.)
2. Equal spacing (100' max), but not less than 3 single directional yellow barrier reflectors or delineators.
3. Terminal ends require reflective sheeting provided by manufacturer per D & OM (VIA) or a Type 3 Object Marker (OM-3)in front of the terminal end.

LEGEND

	Bidirectional Delineator
	Delineator
	OM-3
	OM-2
	Terminal End
	Traffic Flow

Texas Department of Transportation

Traffic Safety Division Standard

DELINEATOR & OBJECT MARKER PLACEMENT DETAILS

D & OM(6)-20

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SIGN SUPPORT DESCRIPTIVE CODES

(Descriptive Codes correspond to project estimate and quantities sheets)

SM RD SGN ASSM TY XXXXX(X)XX(X-XXXX)

Post Type
- FRP = Fiberglass Reinforced Plastic Pipe (see SMD(FRP))
- TWT = Thin-Walled Tubing (see SMD(TWT))
- 10BWG = 10 BWG Tubing (see SMD(SLIP-1) to (SLIP-3))
- SBO = Schedule 80 Pipe (see SMD(SLIP-1) to (SLIP-3))

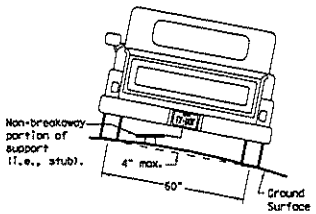
Number of Posts (1 or 2)

Anchor Type
- UA = Universal Anchor - Concreted (see SMD(FRP) and (TWT))
- UB = Universal Anchor - Bolted down (see SMD(FRP) and (TWT))
- WS = Wedge Anchor Steel - (see SMD(TWT))
- WP = Wedge Anchor Plastic (see SMD(TWT))
- SA = Slipbase - Concreted (see SMD(SLIP-1) to (SLIP-3))
- SB = Slipbase - Bolted Down (see SMD(SLIP-1) to (SLIP-3))

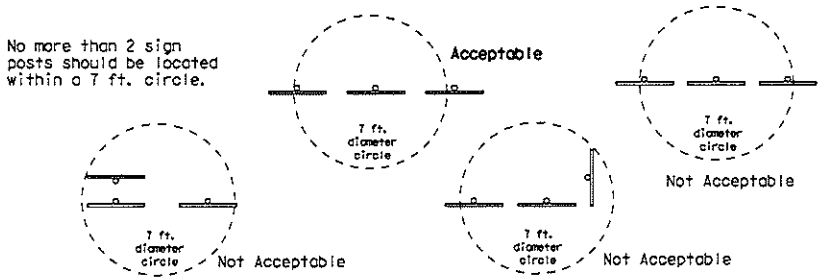
Sign Mounting Designation
- P = Prefab. "Plain" (see SMD(SLIP-1) to (SLIP-3), (TWT), (FRP))
- T = Prefab. "T" (see SMD(SLIP-1) to (SLIP-3), (TWT))
- U = Prefab. "U" (see SMD(SLIP-1) to (SLIP-3))

IF REQUIRED
- 1EXT or 2EXT = Number of Extensions (see SMD(SLIP-1) to (SLIP-3), (TWT))
- BM = Extruded Wind Beam (see SMD(SLIP-1) to (SLIP-3))
- WC = 1.12 #/ft Wing Channel (see SMD(SLIP-1) to (SLIP-3))
- EXAL = Extruded Aluminum Sign Panels (see SMD(SLIP-3))

REQUIRED CLEARANCE FOR BREAKAWAY SUPPORT

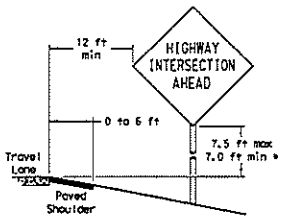


To avoid vehicle undercarriage snagging, any substantial remains of a breakaway support, when it is broken away, should not project more than 4 inches above a 60-inch chord (i.e., typical space between wheel paths).



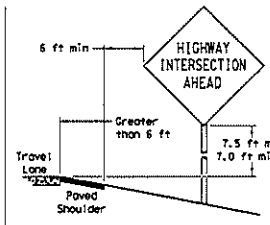
SIGN LOCATION

PAVED SHOULDERS



LESS THAN 6 FT. WIDE

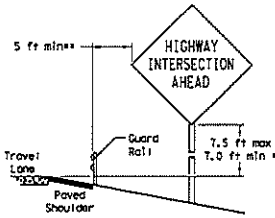
When the shoulder is 6 ft. or less in width, the sign must be placed at least 12 ft. from the edge of the travel lane.



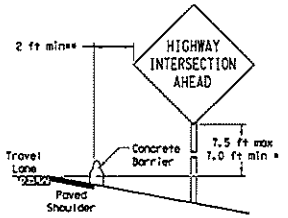
GREATER THAN 6 FT. WIDE

When the shoulder is greater than 6 ft in width, the sign must be placed at least 6 ft. from the edge of the shoulder.

BEHIND BARRIER



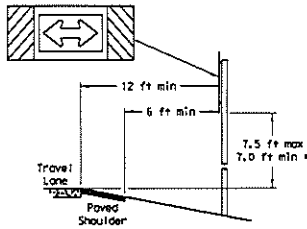
BEHIND GUARDRAIL



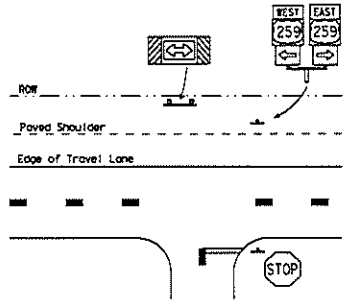
BEHIND CONCRETE BARRIER

**Sign clearance based on distance required for proper guard rail or concrete barrier performance.

T-INTERSECTION



When this sign is needed at the end of a two-lane, two way roadway, the right edge of the sign should be in line with the centerline of the roadway. Place as close to ROW as practical.



* Signs shall be mounted using the following condition that results in the greatest sign elevation:

(1) a minimum of 7 to a maximum of 7.5 feet above the edge of the travel lane or

(2) a minimum of 7 to a maximum of 7.5 feet above the grade at the base of the support when sign is installed on the backslope.

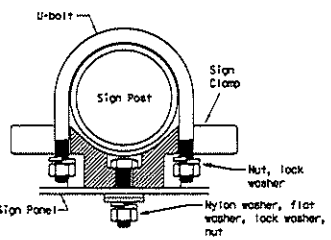
The maximum values may be increased when directed by the Engineer.

See the Traffic Operations Division website for detailed drawings of sign clamps, Triangular Slipbase System components and Wedge Anchor System components.

The website address is:
http://www.txdot.gov/publications/traffic.htm

TYPICAL SIGN ATTACHMENT DETAIL

Single Signs

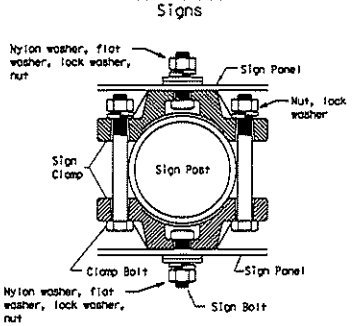


Bolts used to mount sign panels to the clamp are 5/16-18 UNC galvanized square head with nut, nylon washer, flat washer and lock washer. The bolt length is 1 inch for aluminum.

When two sign clamps are used to mount signs back-to-back, use a 5/16-18 UNC galvanized hex head per ASTM A307 with nut and helical-spring lock washer. The approximate bolt lengths for various post sizes and sign clamp types are given in the table at right. The bolt length may need to be adjusted depending upon field conditions.

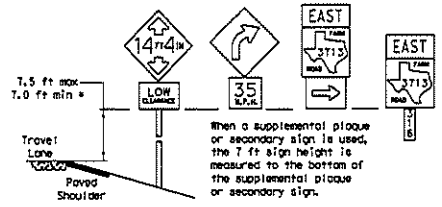
Sign clamps may be either the specific size clamp or the universal clamp.

Back-to-Back Signs



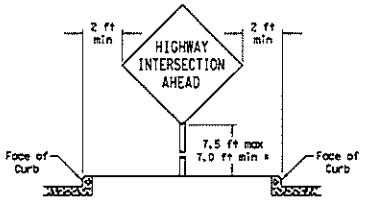
Pipe Diameter	Approximate Bolt Length	
	Specific Clamp	Universal Clamp
2" nominal	3"	3 or 3 1/2"
2 1/2" nominal	3 or 3 1/2"	3 1/2 or 4"
3" nominal	3 1/2 or 4"	4 1/2"

SIGNS WITH PLAQUES



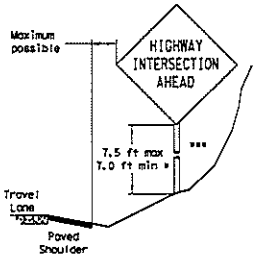
When a supplemental plaque or secondary sign is used, the 7 ft sign height is measured to the bottom of the supplemental plaque or secondary sign.

CURB & GUTTER OR RAISED ISLAND



RESTRICTED RIGHT-OF-WAY

(When 6 ft min. is not possible.)



Right-of-way restrictions may be created by rocks, water, vegetation, forest, buildings, a narrow island, or other factors.

In situations where a lateral restriction prevents the minimum horizontal clearance from the edge of the travel lane, signs should be placed as far from the travel lane as practical.

*** Post may be shorter if protected by guardrail or if Engineer determines the post could not be hit due to extreme slope.

Texas Department of Transportation
Traffic Operations Division

SIGN MOUNTING DETAILS SMALL ROADSIDE SIGNS GENERAL NOTES & DETAILS

SMD(GEN)-08

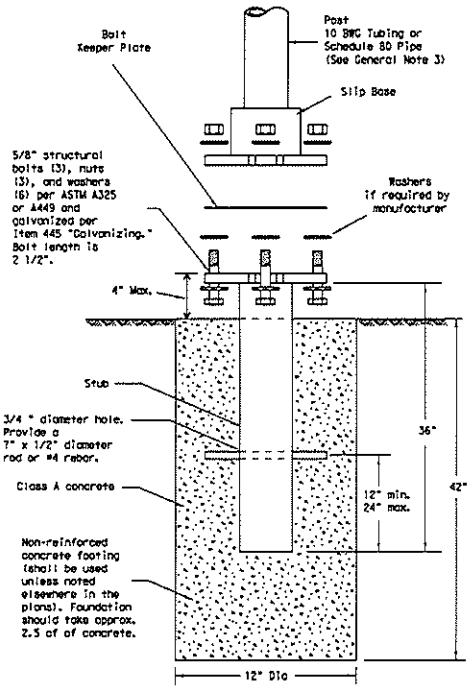
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9-08 REVISIONS	CONT	SECT	JOB	HIGHWAY
	DIST	COUNTY		SHEET NO.
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DATE:
FILE:

TRIANGULAR SLIPBASE INSTALLATION GENERAL REQUIREMENTS



SM RD SGN ASSM TY XXXXX(X)SA(X-XXXX)

NOTE

There are various devices approved for the Triangular Slipbase System. Please reference the Material Producer List for approved slip base systems. http://www.txdot.gov/business/producer_list.htm The devices shall be installed per manufacturers' recommendations. Installation procedures shall be provided to the Engineer by Contractor.

GENERAL NOTES:

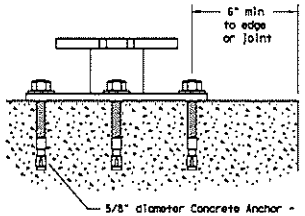
1. Slip base shall be permanently marked to indicate manufacturer. Method, design, and location of marking are subject to approval of the TxDOT Traffic Standards Engineer.
2. Material used as post with this system shall conform to the following specifications:
   10 BWG Tubing (2.875" outside diameter)
   0.134" nominal wall thickness
   Seamless or electric-resistance welded steel tubing or pipe
   Steel shall be HSLAS Gr 55 per ASTM A1011 or ASTM A1008
   Other steels may be used if they meet the followings
   55,000 PSI minimum yield strength
   70,000 PSI minimum tensile strength
   20% minimum elongation in 2"
   Wall thickness (uncoated) shall be within the range of 0.122" to 0.138"
   Outside diameter (uncoated) shall be within the range of 2.867" to 2.883"
   Galvanization per ASTM A123 or ASTM A653 G210. For precoated steel tubing (ASTM A653), recoat tube outside diameter weld seam by metallizing with zinc wire per ASTM B833.
   Schedule 80 Pipe (2.875" outside diameter)
   0.276" nominal wall thickness
   Steel tubing per ASTM A500 Gr C
   Other seamless or electric-resistance welded steel tubing or pipe with equivalent outside diameter and wall thickness may be used if they meet the following:
   46,000 PSI minimum yield strength
   62,000 PSI minimum tensile strength
   21% minimum elongation in 2"
   Wall thickness (uncoated) shall be within the range of 0.248" to 0.304"
   Outside diameter (uncoated) shall be within the range of 2.855" to 2.895"
   Galvanization per ASTM A123
3. See the Traffic Operations Division website for detailed drawings of sign clamps and Texas Universal Triangular Slipbase System components. The website address is: http://www.txdot.gov/publications/traffic.htm
4. Sign supports shall not be spliced except where shown. Sign support posts shall not be spliced.

ASSEMBLY PROCEDURE

Foundation
1. Prepare 12-inch diameter by 42-inch deep hole. If solid rock is encountered, the depth of the foundation may be reduced such that it is embedded a minimum of 18 inches into the solid rock.
2. The Engineer may permit batches of concrete less than 2 cubic yards to be mixed with a portable, motor-driven concrete mixer. For small placements less than 0.5 cubic yards, hand mixing in a suitable container may be allowed by Engineer. Concrete shall be Class A.
3. Push the pipe end of the slip base stub into the center of the concrete. Rotate the stub back and forth while pushing it down into the concrete to assure good contact between the concrete and stub. Continue to work the stub into the concrete until it is between 2 to 4 inches above the ground.
4. Plumb the stub. Allow a minimum of 4 days to set, unless otherwise directed by the Engineer.
5. The triangular slipbase system is multidirectional and is designed to release when struck from any direction.

Support
1. Cut support so that the bottom of the sign will be 7 to 7.5 feet above the edge of the travelway (i.e., edge of the closest lane) when slip plate is below the edge of pavement or 7 to 7.5 feet above slip plate when the slip plate is above the edge of the travelway. The cut shall be plumb and straight.
2. Attach sign to support using connections shown. When multiple signs are installed on the same support, ensure the minimum clearance between each sign is maintained. See SMD(SLIP-2) for clearances based on sign types.

CONCRETE ANCHOR



SM RD SGN ASSM TY XXXXX(X)SB(X-XXXX)

Concrete anchor consists of 5/8" diameter stud bolt with UNC series bolt threads on the upper end. Heavy hex nut per ASTM A563, and hardened washer per ASTM F436. The stud bolt shall have a minimum yield and ultimate tensile strength of 50 and 75 KSI, respectively. Nuts, bolts and washers shall be galvanized per Item 445, "Galvanizing." Adhesive type anchors shall have stud bolts installed with Type III epoxy per DMS-6100, "Epoxies and Adhesives." Adhesive anchors may be loaded after adequate epoxy cure time per the manufacturer's recommendations. Top of bolt shall extend at least flush with top of the nut when installed. The anchor, when installed in 4000 psi normal-weight concrete with a 5 1/2" minimum embedment, shall have a minimum allowable tension and shear of 3900 and 3100 psi, respectively.

Texas Department of Transportation
Traffic Operations Division

SIGN MOUNTING DETAILS SMALL ROADSIDE SIGNS TRIANGULAR SLIPBASE SYSTEM

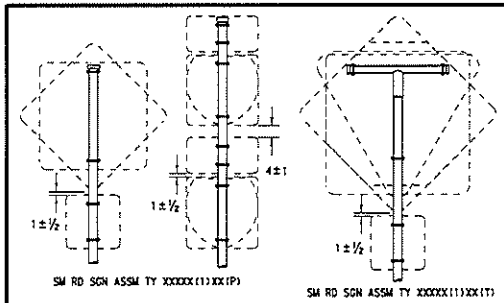
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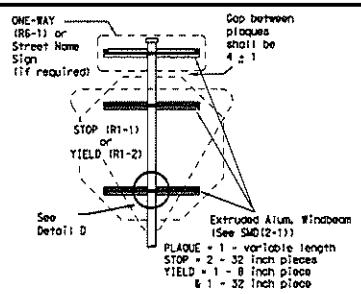
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DATE:
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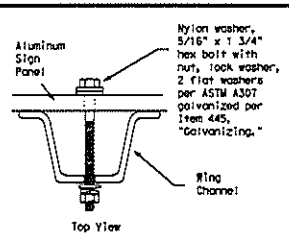


SM RD SGN ASSM TY XXXXX(1)XX(P)

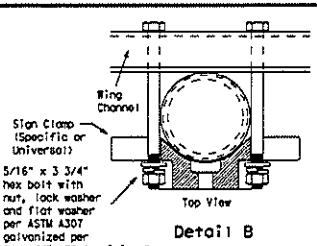
SM RD SGN ASSM TY XXXXX(1)XX(T)



SM RD SGN ASSM TY XXXXX(1)XX(P-BM)



Detail A



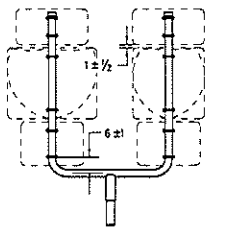
Detail B

GENERAL NOTES:

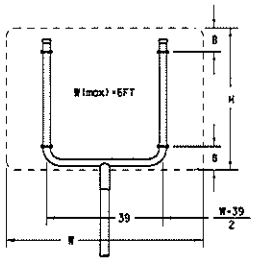
1.

SIGN SUPPORT	# OF POSTS	MAX. SIGN AREA
10 BWG	1	16 SF
10 BWG	2	32 SF
Sch 80	1	32 SF
Sch 80	2	64 SF

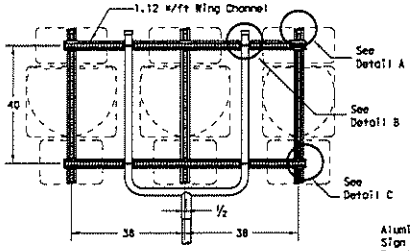
2. The Engineer may require that a Schedule 80 post be used in place of a 10 BWG where a sign height is abnormally high due to a fill slope.
3. Sign supports shall not be spliced except where shown. Sign support posts shall not be spliced.
4. Aluminum sign blanks shall conform to Departmental Material Specifications DMS-7110 and shall have the following minimum thicknesses: 0.080 for signs less than 7.5 sq. ft., 0.100 for signs 7.5 to 15 sq. ft., and 0.125 for signs greater than 15 sq. ft.
5. Signs that require specific supports due to reasons in addition to windloading are indicated on the "REQUIRED SUPPORT" table on this sheet.
6. For horizontal rectangular signs fabricated from flat aluminum, T-brackets are used for signs 24 inches or less in height. U-brackets are used for signs of greater height.
7. When two triangular slipbase supports are used to support a single sign, they shall not be "rigidly" connected to each other except through the sign panel. This will allow each support to act independently when impacted by an errant vehicle.
8. Wing channel shall meet ASTM A 1011 SS Gr 50 and be galvanized per ASTM A 123.
9. Excess pipe, wing channel, or windbeam shall be cut off so that it does not extend beyond the sign panel (i.e., excess support shall not be visible when the sign is viewed from the front.) Repair galvanized coating at cut support ends per Item 445, "Galvanizing."
10. Additional route markers may be added vertically, provided the total sign area does not exceed the maximum allowable amount per Note 1.
11. Additional sign clamp required on the "T-bracket" post for 24 inch height signs. Place the clamp 3 inches above bottom of sign when possible.
12. Post open ends shall be fitted with Friction Caps.
13. Sign blanks shall be the sizes and shapes shown on the plans.



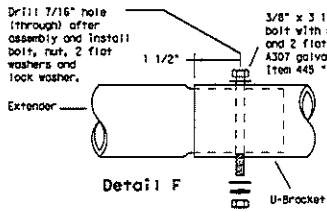
SM RD SGN ASSM TY XXXXX(1)XX(U)



SM RD SGN ASSM TY XXXXX(1)XX(U)

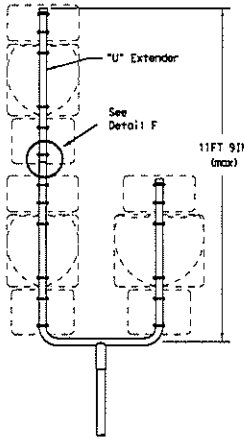


SM RD SGN ASSM TY XXXXX(1)XX(U-WC)
(See Note 11)

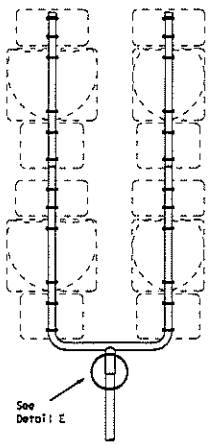


Detail F

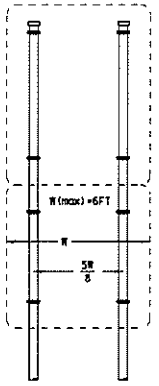
Splices shall only be allowed behind the sign substrate.



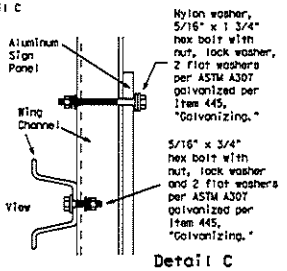
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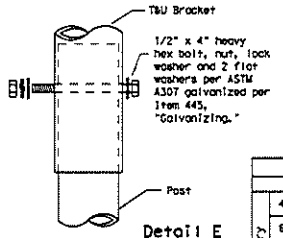
SM RD SGN ASSM TY S80(1)XX(U-2EXT)



SM RD SGN ASSTM TY XXXXX(2)XX(P)

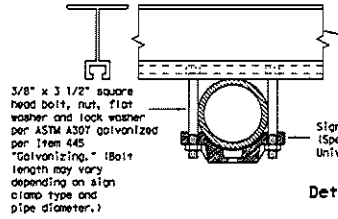


Detail C

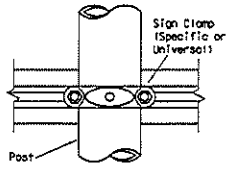


Detail E

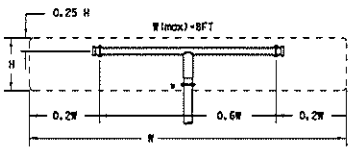
SIDE VIEW



Detail D



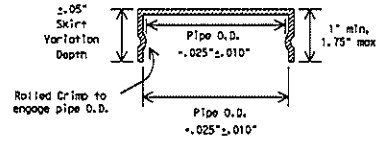
REQUIRED SUPPORT		
	SIGN DESCRIPTION	SUPPORT
Regulatory	48-inch STOP sign (R1-1)	TY 10BWG(1)XX(T) TY 10BWG(1)XX(P-BM)
	60-inch YIELD sign (R1-2)	TY 10BWG(1)XX(T) TY 10BWG(1)XX(P-BM)
	48x16-inch ONE-WAY sign (R6-1)	TY 10BWG(1)XX(T) TY 10BWG(1)XX(P-BM)
	36x48, 48x36, and 48x48-inch signs	TY 10BWG(1)XX(T)
	48x60-inch signs	TY S80(1)XX(T)
Warning	48x48-inch signs (diamond or square)	TY 10BWG(1)XX(T)
	48x60-inch signs	TY S80(1)XX(T)
	48-inch Advance School X-ing sign (S1-1)	TY 10BWG(1)XX(T)
	48-inch School X-ing sign (S2-1)	TY 10BWG(1)XX(T)
	Large Arrow sign (W1-6 & W1-7)	TY 10BWG(1)XX(T)



All dimensions are in english unless detailed otherwise.

SM RD SGN ASSM TY XXXXX(1)XX(T)
(* - See Note 12)

FRICTION CAP DETAIL



Friction caps may be manufactured from hot rolled or cold rolled steel sheets. The minimum sheet metal thickness shall be 24 gauge for all cap sizes.

The rim edges shall be reasonably straight and smooth. Caps shall be sized and formed in such a manner as to produce a drive-on friction fit and have no tendency to rock when seated on the pipe. The depth shall be sufficient to give positive protection against entrance of rainwater. They shall be free of sharp creases or indentations and show no evidence of metal fracture.

Caps shall have an electrodeposited coating of zinc in accordance with the requirements of ASTM B633 Class FE/ZN 8.

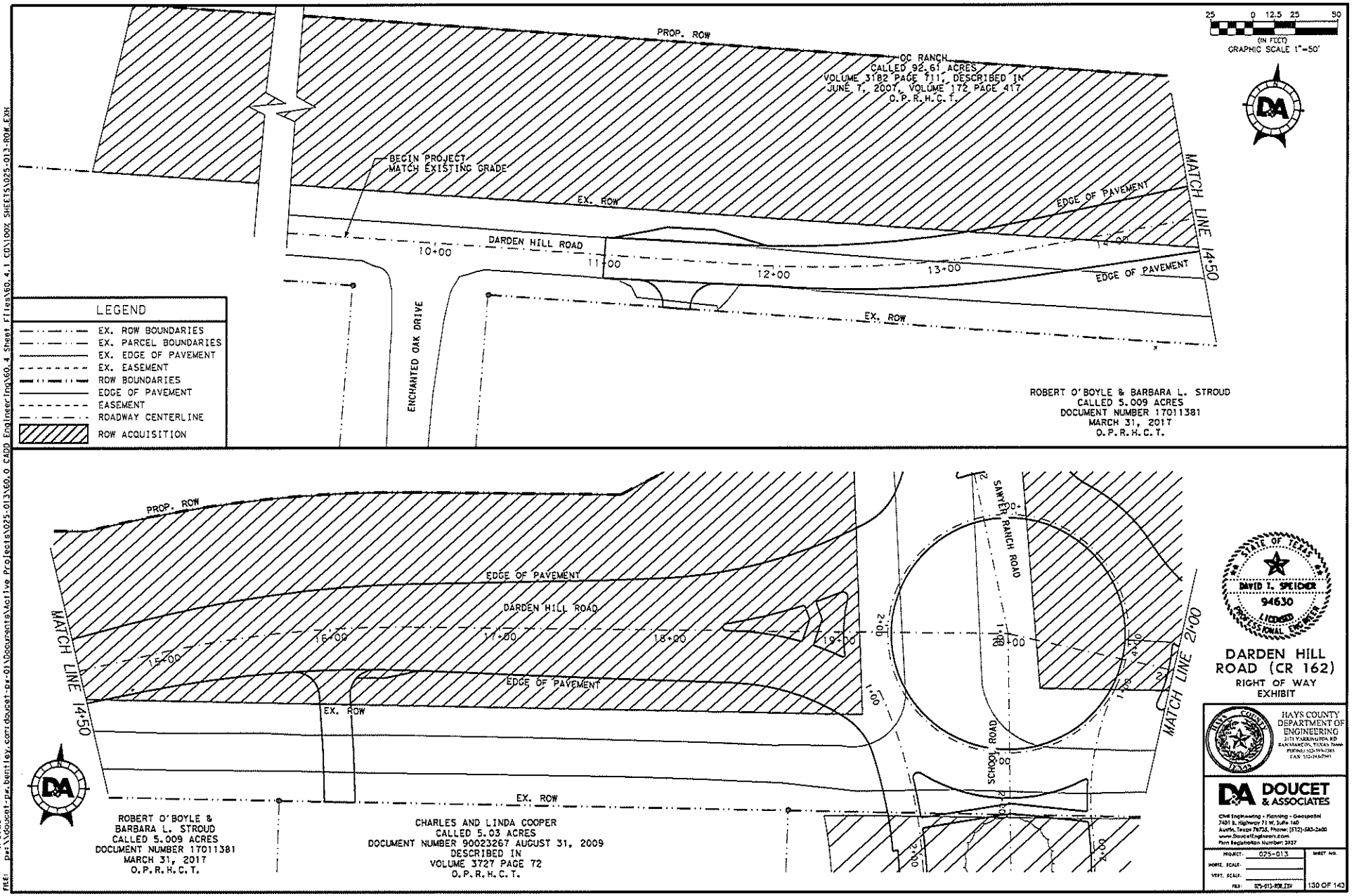
Texas Department of Transportation
Traffic Operations Division

SIGN MOUNTING DETAILS SMALL ROADSIDE SIGNS TRIANGULAR SLIPBASE SYSTEM

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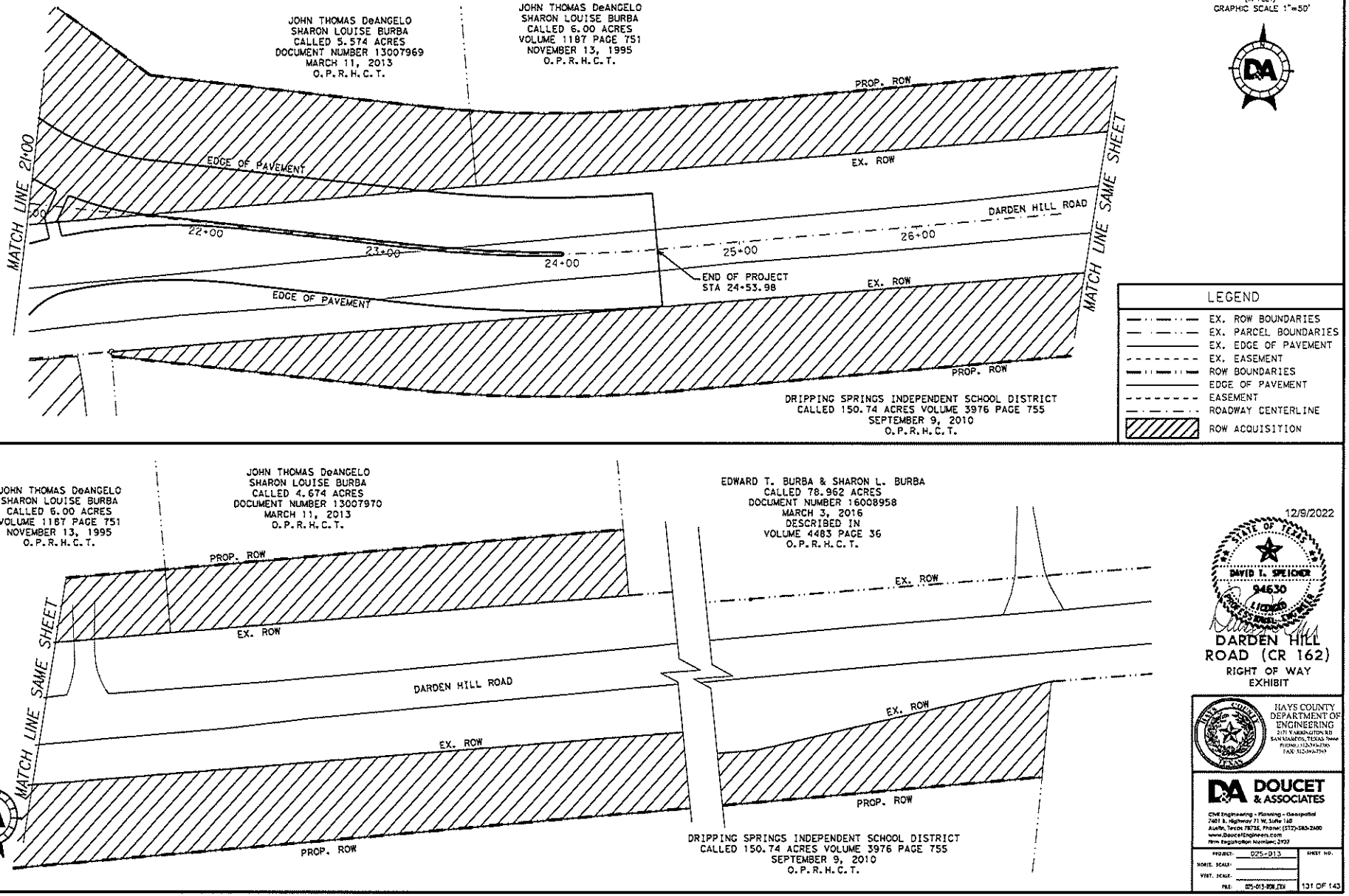
STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)
RIGHT OF WAY EXHIBIT

HAYS COUNTY DEPARTMENT OF ENGINEERING
21TI YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7301
FAX: 512-393-7320

DOUCET & ASSOCIATES
Civil Engineering • Planning • Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

PROJECT:	025-013
HORZ. SCALE:	
VERT. SCALE:	
FILE:	025-013-ROW.DGN
SHEET NO.	130 OF 143



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12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

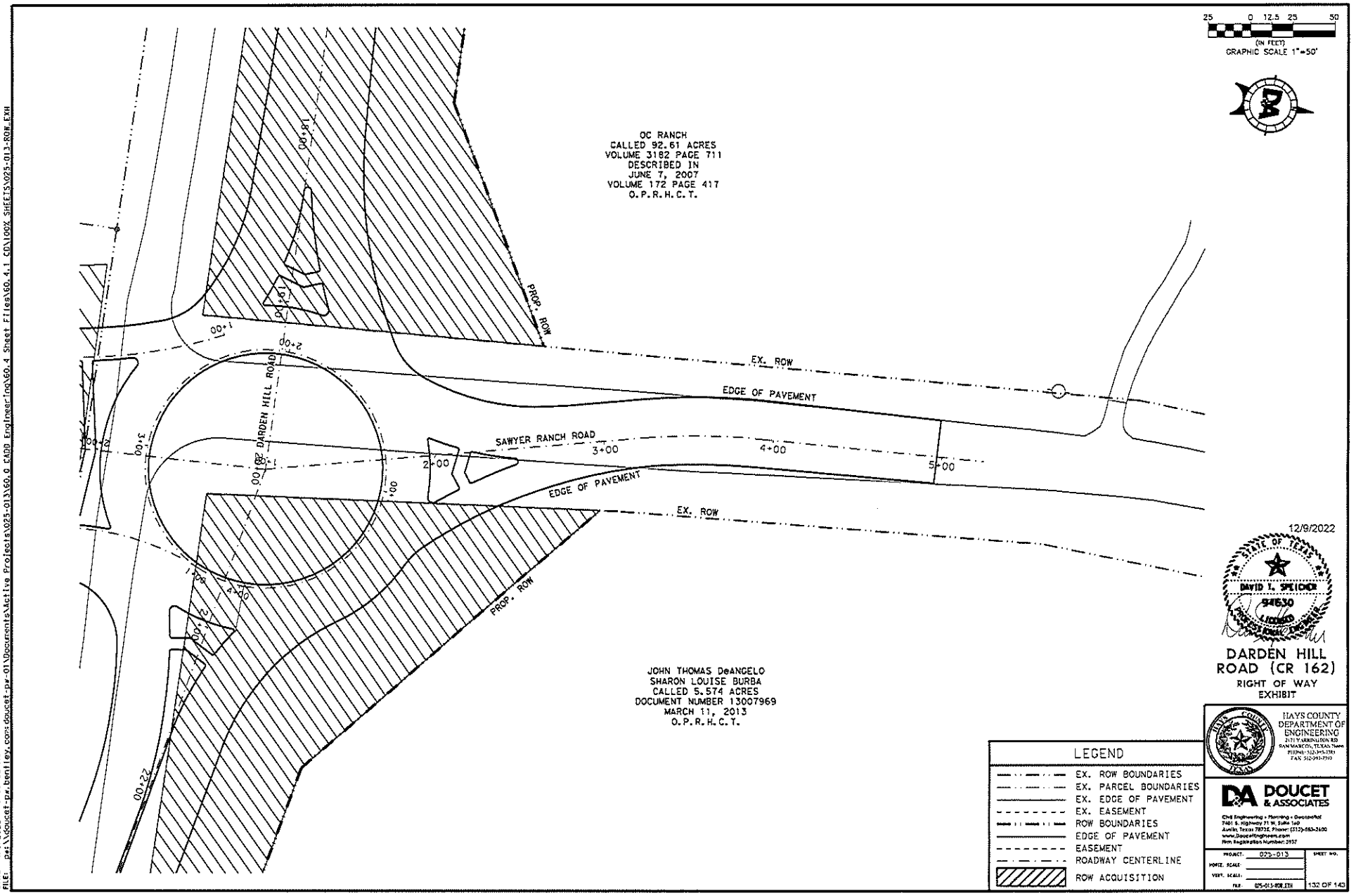
DARDEN HILL ROAD (CR 162)

RIGHT OF WAY EXHIBIT

HAYS COUNTY DEPARTMENT OF ENGINEERING
21?? WARRINGTON RD
SAN MARCOS, TEXAS 7????
PHONE: (512)???-????
FAX: 512-???-????

DOUCET & ASSOCIATES
Civil Engineering • Planning • Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 2922

PROJECT: 025-013
HORIZ. SCALE:
VERT. SCALE:
FILE: 025-013-ROW.DGN
SHEET NO: 131 OF 143



12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94630
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)

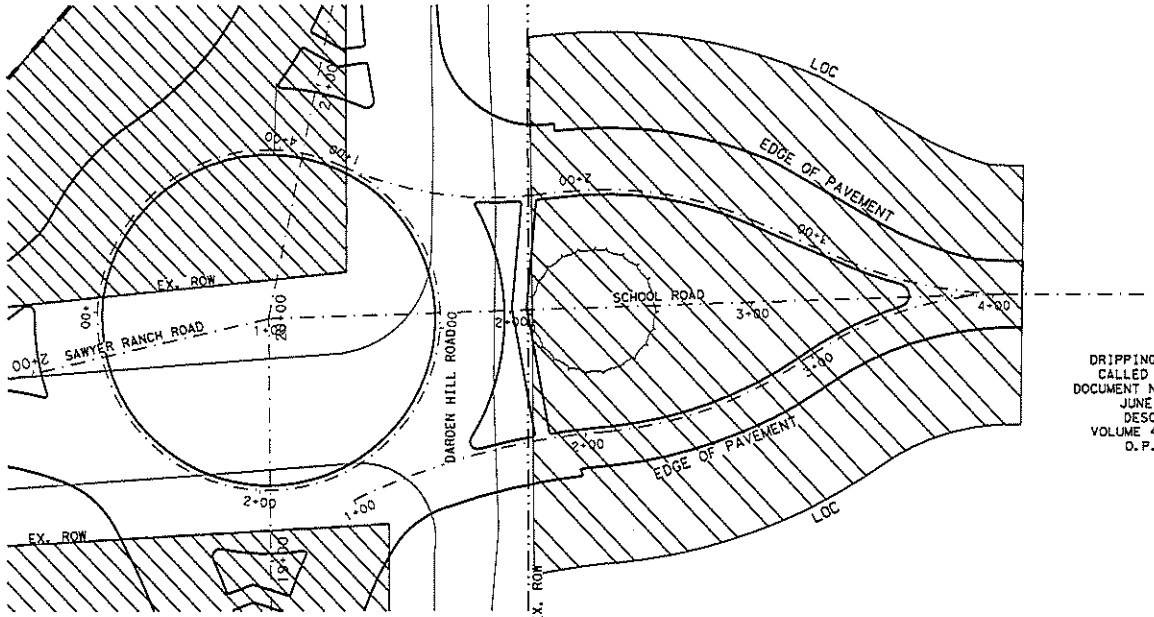
RIGHT OF WAY EXHIBIT

HAYS COUNTY
DEPARTMENT OF
ENGINEERING
21I1 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7331
FAX: 512-393-7332

DOUCET & ASSOCIATES
Civil Engineering • Planning • Construction
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.doucetengineers.com
Firm Registration Number: 2937

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SHEET NO. 132 OF 143

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DRIPPING SPRINGS ISD
CALLED 5.007 ACRES
DOCUMENT NUMBER 12016586
JUNE 15, 2012
DESCRIBED IN
VOLUME 4368 PAGE 321
O.P.R.H.C.T.

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(IN FEET)
GRAPHIC SCALE 1"=50'

12/9/2022

STATE OF TEXAS
DAVID T. SPEICHER
94530
LICENSED
PROFESSIONAL ENGINEER

DARDEN HILL ROAD (CR 162)
RIGHT OF WAY EXHIBIT

LEGEND

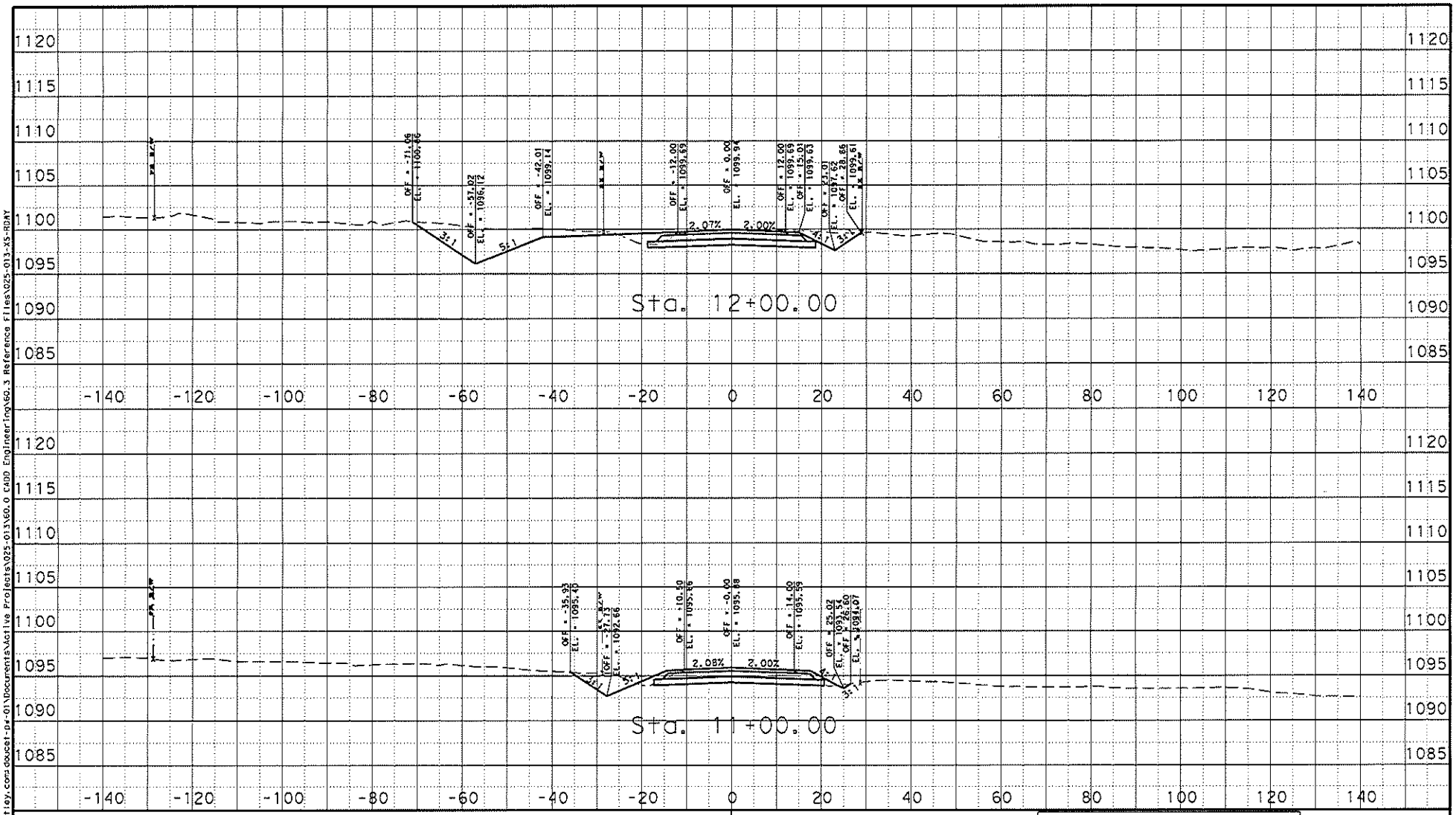
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- EX. PARCEL BOUNDARIES
- EX. EDGE OF PAVEMENT
- EX. EASEMENT
- ROW BOUNDARIES
- EDGE OF PAVEMENT
- EASEMENT
- ROADWAY CENTERLINE
- ROW ACQUISITION
- CONSTRUCTION AREA

HAYS COUNTY DEPARTMENT OF ENGINEERING
21N YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: (512)393-7307
FAX: 512-393-7393

DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735 Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

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SHEET NO.	133 OF 143

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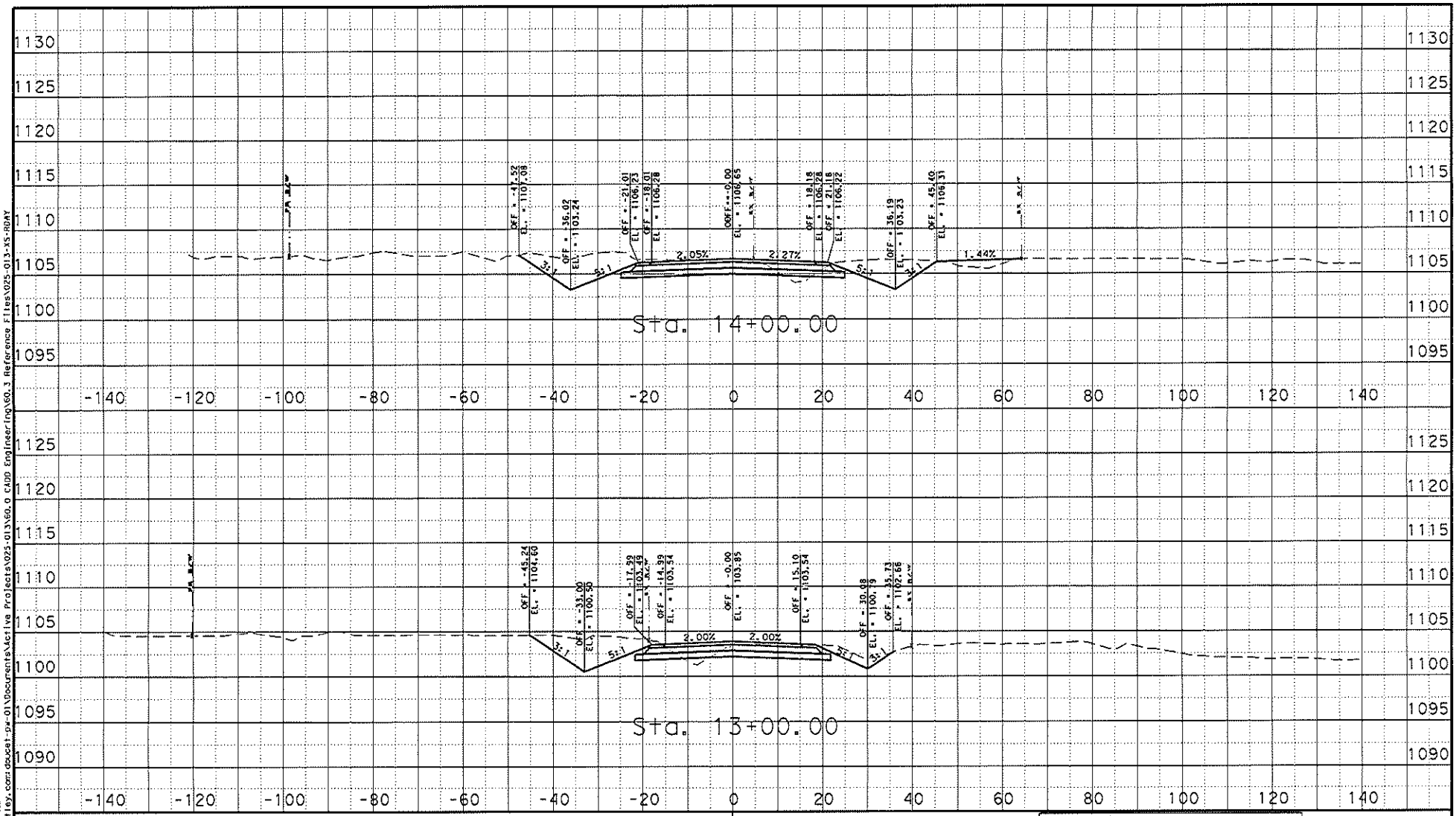
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7385
FAX: 512-393-7393

DARDEN HILL RD

CROSS SECTIONS

PROJECT: 025-013
HORIZ. SCALE: 1" = 20'
VERT. SCALE: 1" = 10'
FILE: 025-013-XS-RDWY
SHEET NO.
34 OF 143



DATE: 4/8/2022 9:09:56 AM
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DOUCET & ASSOCIATES

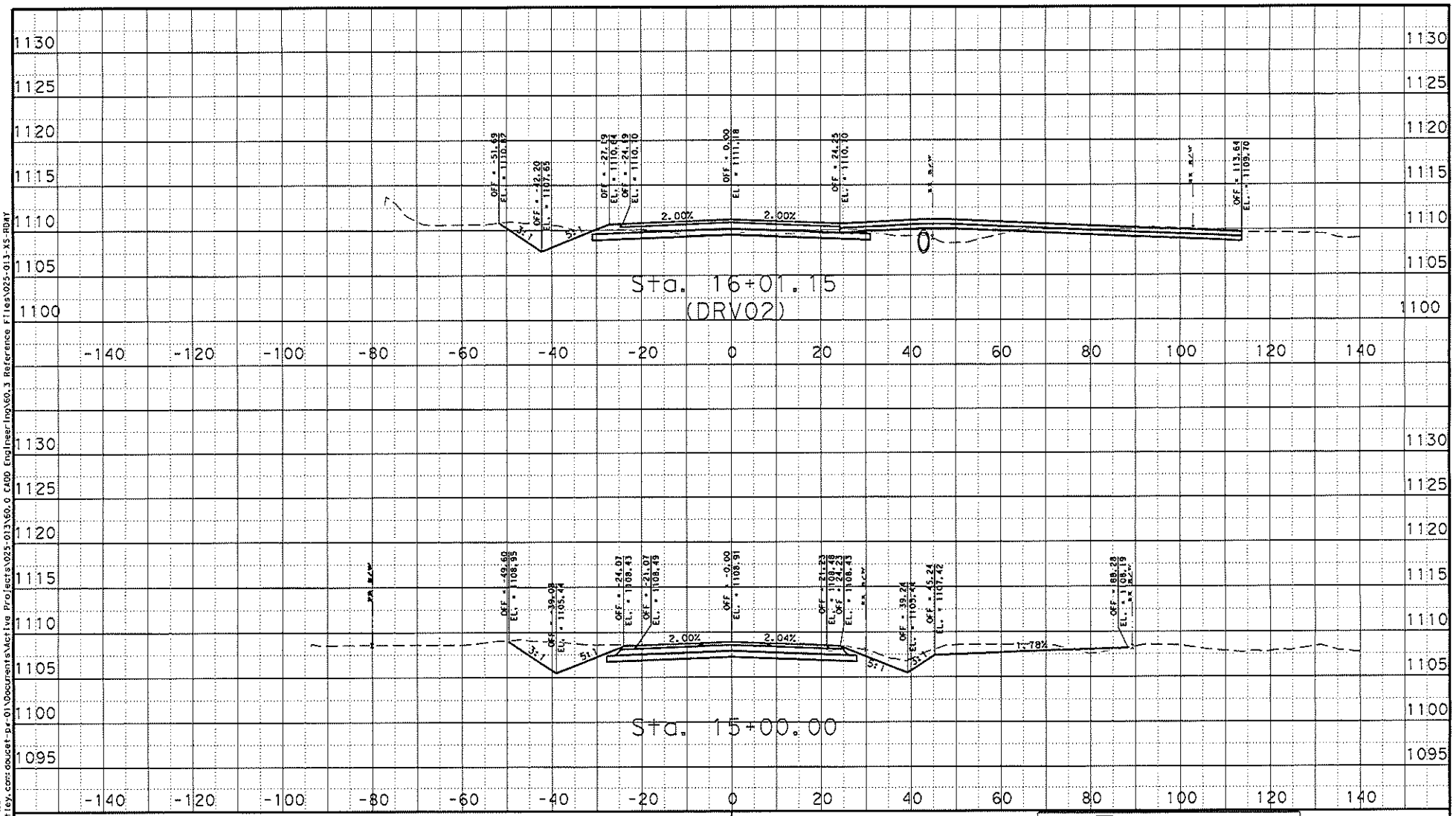
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7385
FAX: 512-393-7393

DARDEN HILL RD

CROSS SECTIONS

PROJECT: 025-013
HORZ. SCALE: 1" = 20'
VERT. SCALE: 1" = 10'
FILE: 025-013-XS-ROW
SHEET NO.: 135 OF 143



DATE: 4/8/2022 9:09:56 AM
FILE: p:\\doucet-pw.bentley.com:doucet-pw-01\Documents\Active Projects\025-013\60.0 CADD Engineering\60.3 Reference Files\025-013-XS-RDWY

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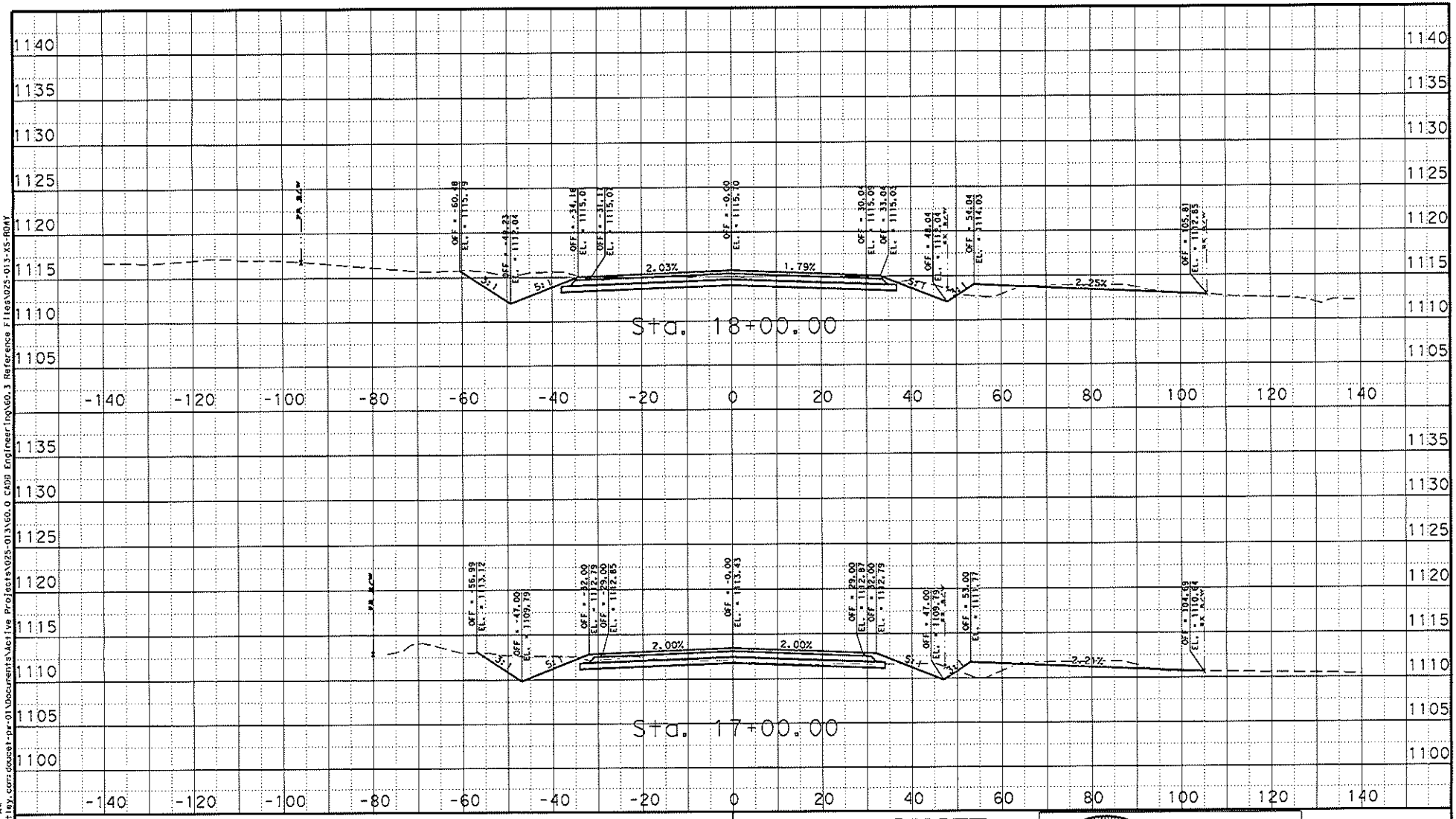
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7385
FAX: 512-393-7393

DARDEN HILL RD

CROSS SECTIONS

PROJECT: 025-013
HORIZ. SCALE: 1" = 20'
VERT. SCALE: 1" = 10'
FILE: 025-013-XS-RDWY
SHEET NO. 30 OF 143



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DOUCET & ASSOCIATES

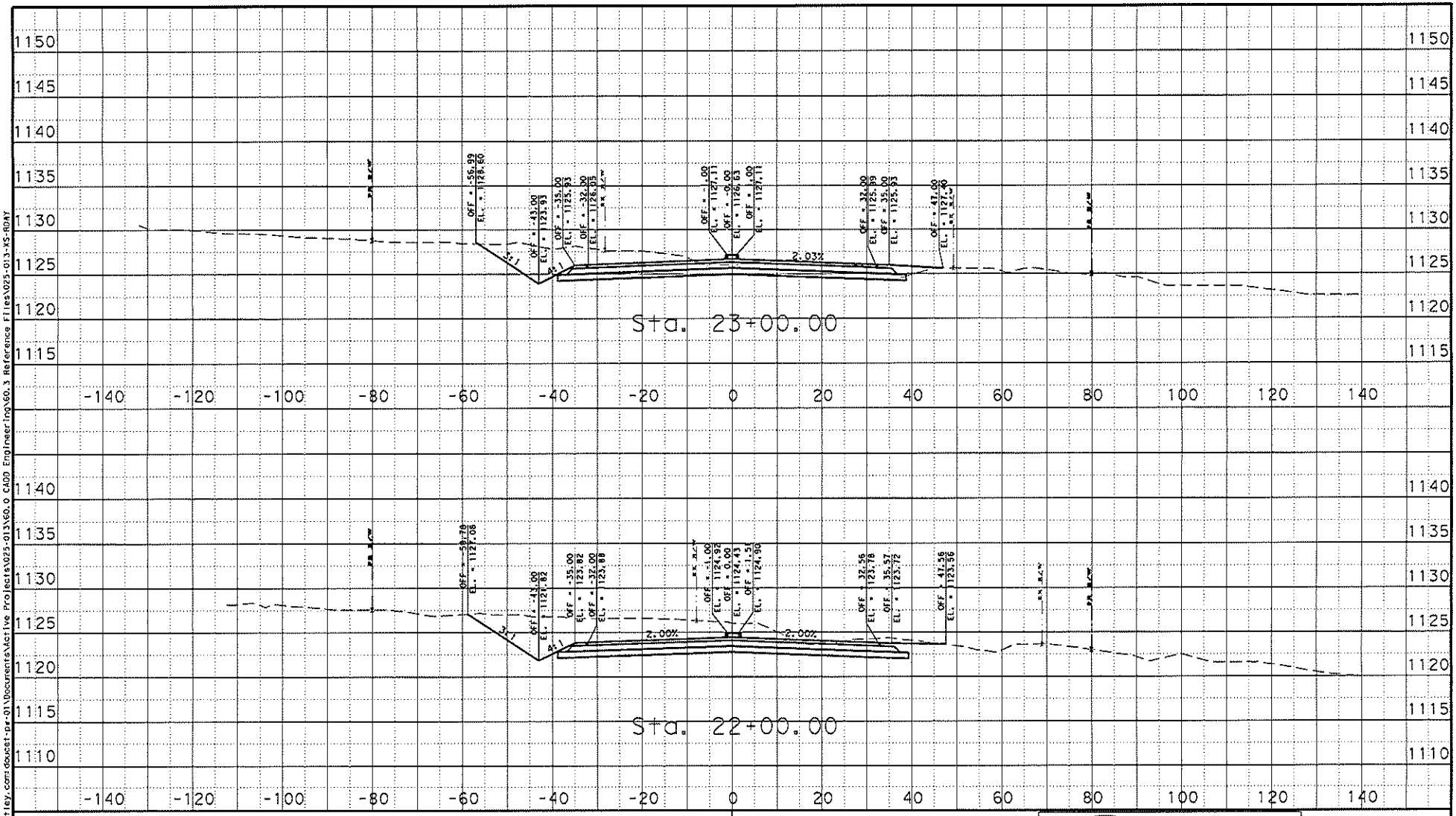
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7385
FAX: 512-393-7393

DARDEN HILL RD

CROSS SECTIONS

PROJECT: 025-013
HORIZ. SCALE: 1" = 20'
VERT. SCALE: 1" = 10'
FILE: 025-013-XS-ROAY
SHEET NO. 37 OF 143



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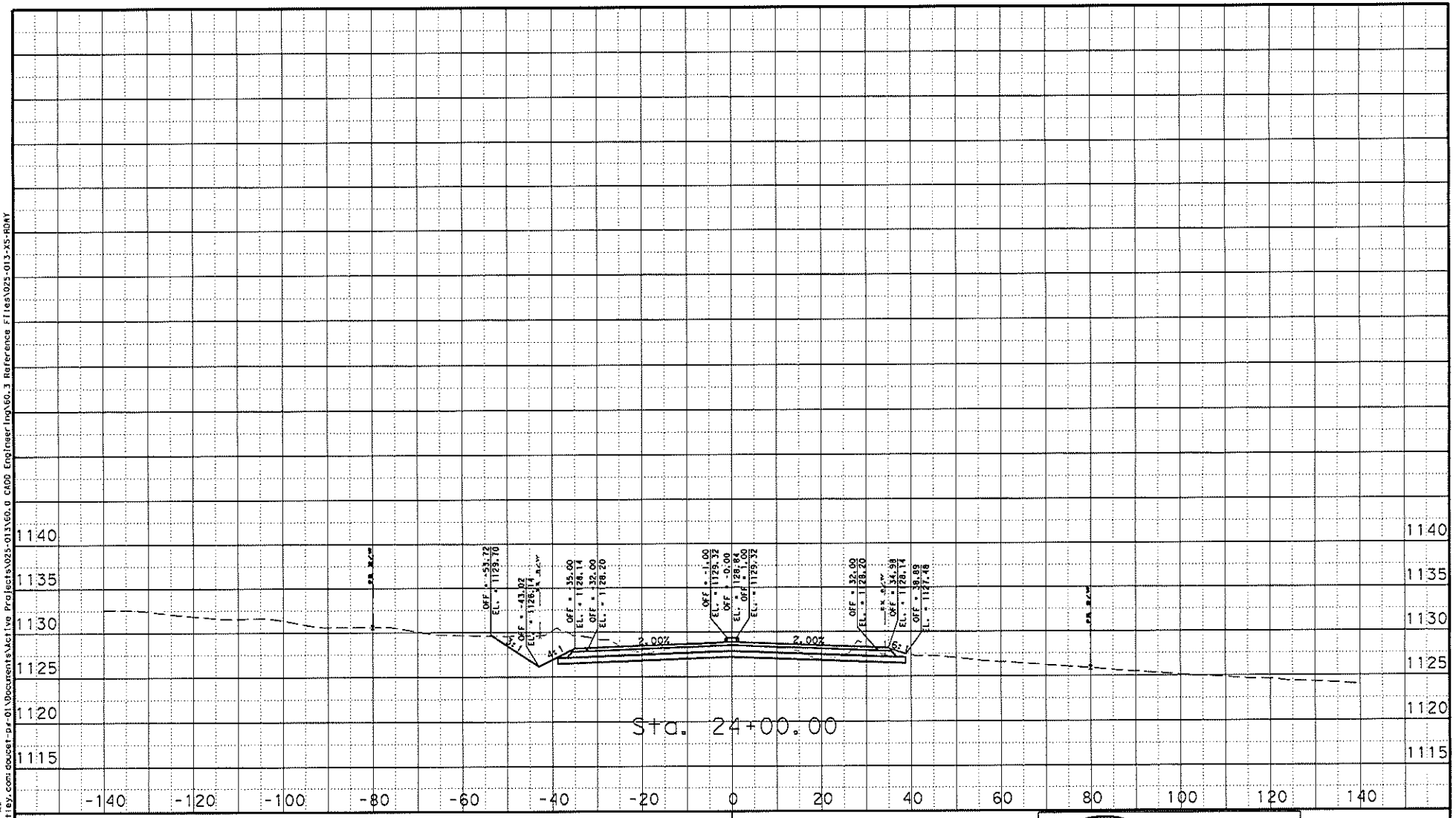
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7385
FAX: 512-393-7393

DARDEN HILL RD

CROSS SECTIONS

PROJECT:	025-013
HORIZ. SCALE:	1" = 10'
VERT. SCALE:	1" = 10'
FILE:	025-013-XS-ROAY
SHEET NO.	38 OF 143



DATE: 4/8/2022 9:09:56 AM
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Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

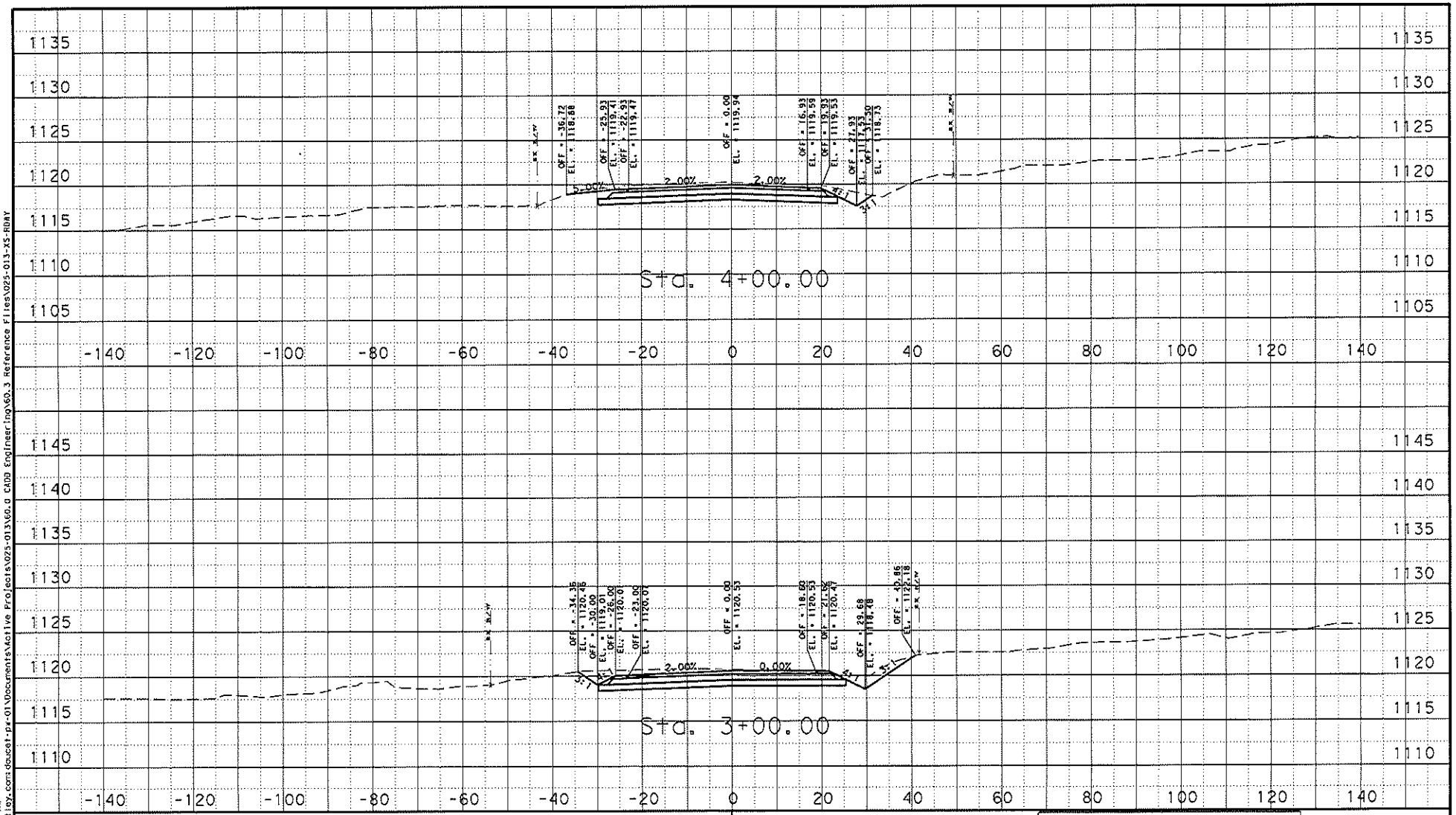
HAYS COUNTY DEPARTMENT OF ENGINEERING

2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7385
FAX: 512-393-7393

DARDEN HILL RD

CROSS SECTIONS

PROJECT: 025-013
HORIZ. SCALE: 1" = 20'
VERT. SCALE: 1" = 20'
FILE: 025-013-XS-RDWY
SHEET NO. 130 OF 143



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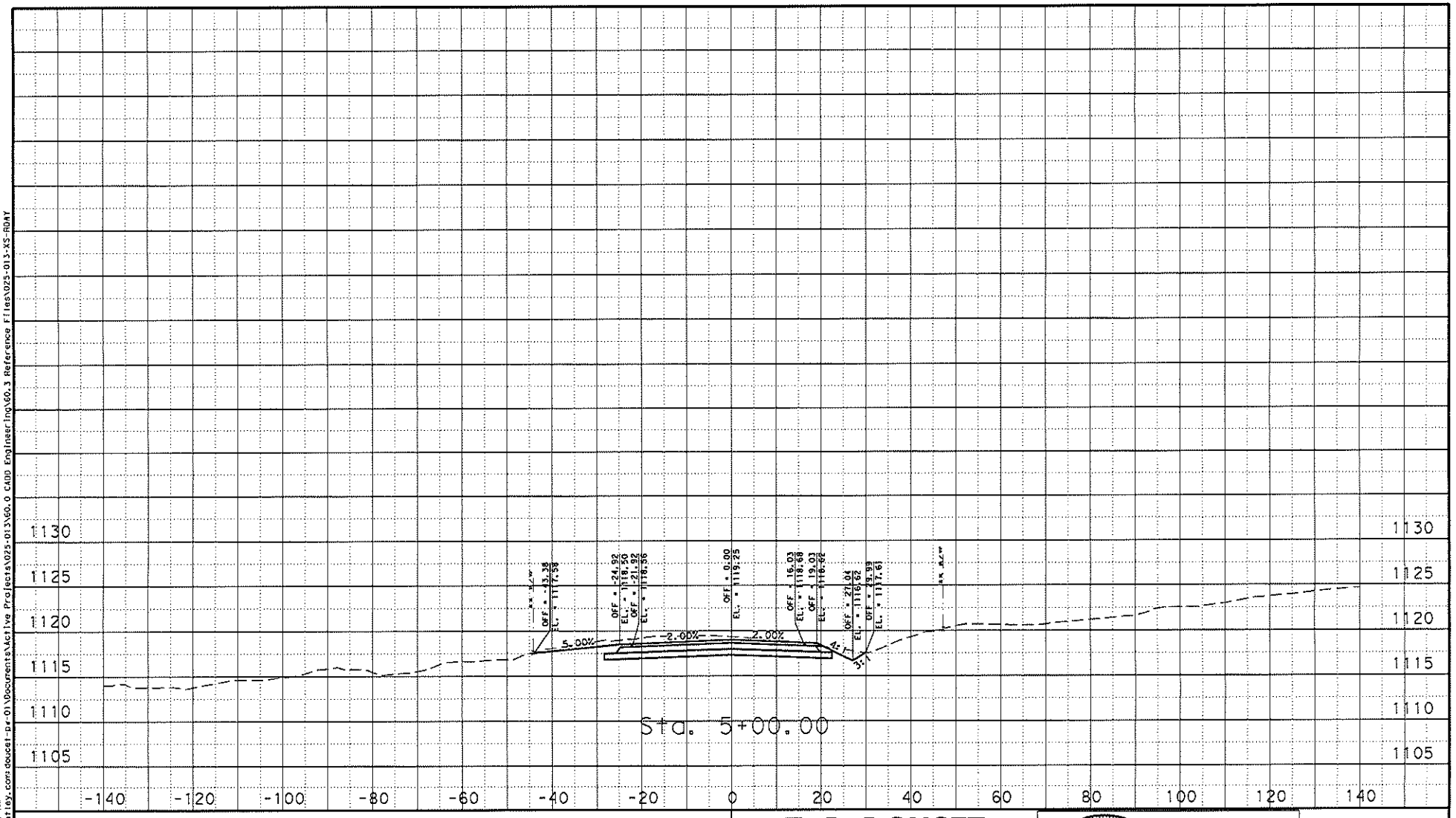
D&A DOUCET & ASSOCIATES

Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7385
FAX: 512-393-7393

DARDEN HILL RD
SAWYER RANCH ROAD
CROSS SECTIONS

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SHEET NO. 40 OF 143



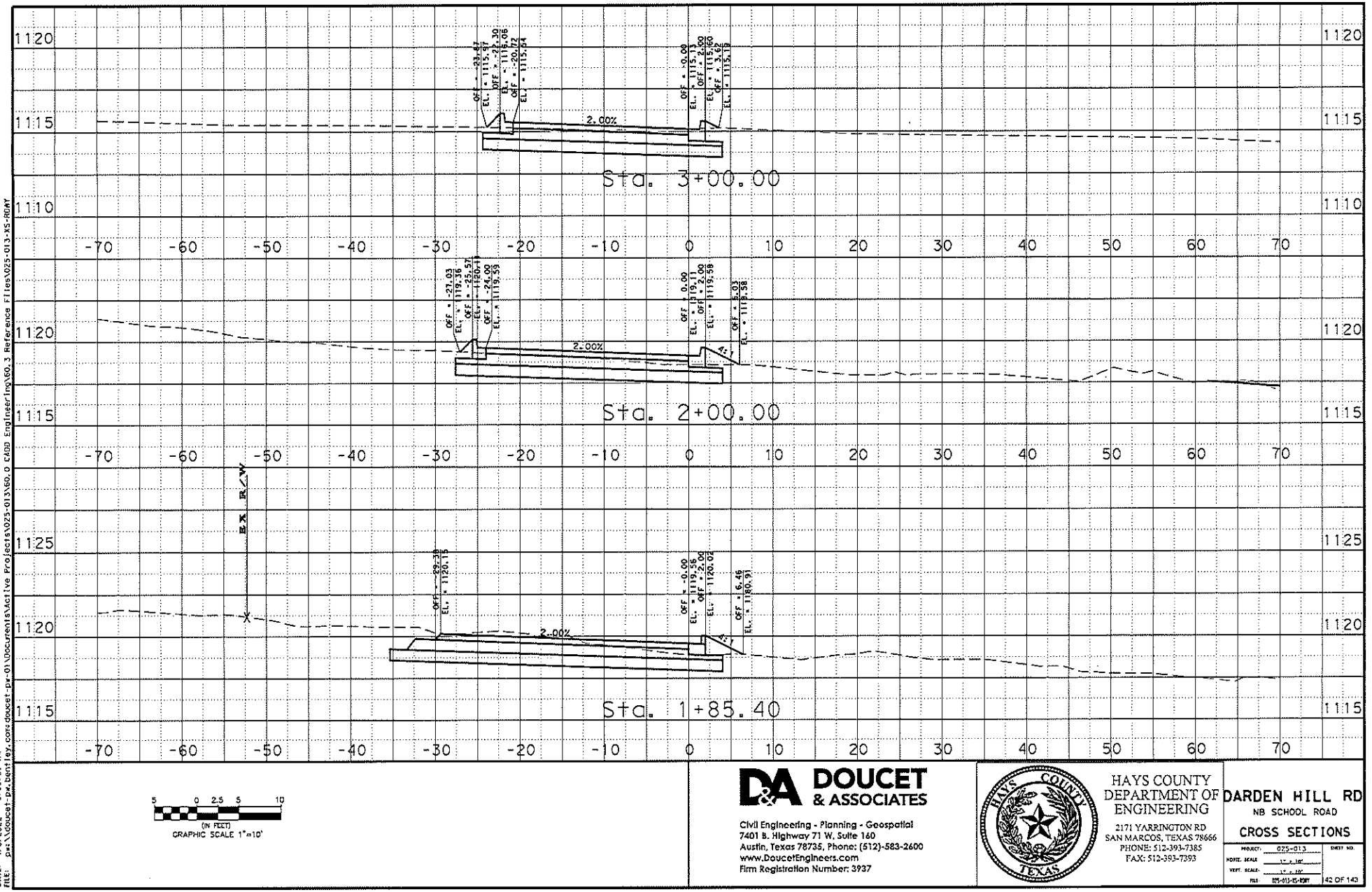
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HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7385
FAX: 512-393-7393

DARDEN HILL RD
SAWYER RANCH ROAD
CROSS SECTIONS

PROJECT: 025-013 SHEET NO.
HORZ. SCALE: 1" = 20'
VERT. SCALE: 1" = 10'
FILE: 025-013-XS-ROAY 141 OF 143



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(IN FEET)
GRAPHIC SCALE 1"=10'

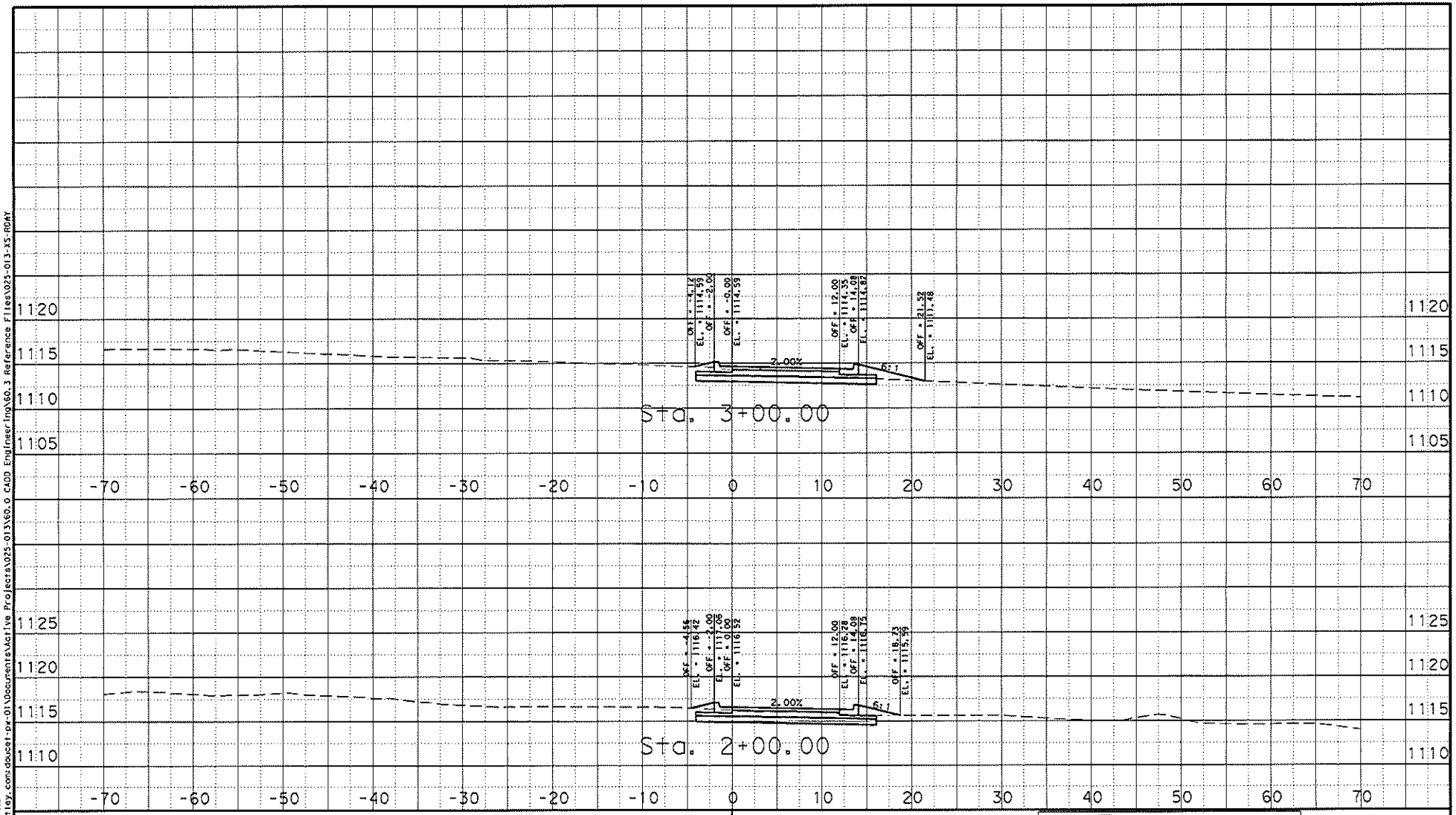
DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
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Austin, Texas 78735, Phone: (512)-583-2600
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HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7385
FAX: 512-393-7393

DARDEN HILL RD
NB SCHOOL ROAD
CROSS SECTIONS

PROJECT: 025-013
HORIZ. SCALE: 1" = 10'
VERT. SCALE: 1" = 10'
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SHEET NO. 42 OF 143

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(IN FEET)
GRAPHIC SCALE 1"=10'

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Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.DoucetEngineers.com
Firm Registration Number: 3937

HAYS COUNTY DEPARTMENT OF ENGINEERING
2171 YARRINGTON RD
SAN MARCOS, TEXAS 78666
PHONE: 512-393-7385
FAX: 512-393-7393

DARDEN HILL RD
SB SCHOOL ROAD
CROSS SECTIONS

PROJECT: 025-013
HORIZ. SCALE: 1" = 10'
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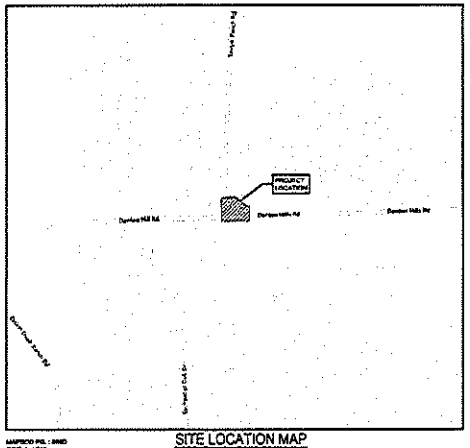
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY

CONSTRUCTION PLANS FOR
DARDEN HILL ROAD ROUNDABOUT WATERLINE RELOCATION
HAYS COUNTY, TEXAS

WTC PUBLIC UTILITY AGENCY
DARDEN HILL ROAD ROUNDABOUT WATERLINE RELOCATION
CITY OF DRIPPING SPRINGS PERMIT #
HAYS COUNTY PERMIT #

NOTES:

1. The West Travis County Public Utility Agency is the Water provider.
2. 0 meter(s) for domestic purposes only.
   0 landscape irrigation meter(s), as applicable.
3. WTCPUA does not guarantee fire flow.
4. A WTCPUA representative must be present at the time of construction.
5. All water and wastewater infrastructure shall be constructed in accordance with City of Austin water and wastewater construction specifications and with materials from the current approved City of Austin Standard Products List (SPL).



SITE LOCATION MAP
SCALE: NTS

MAPSCO PG.: 6W0
GRID #: AF13

INCIDENT PLANES

CX 1.5" (DARDEN HILL RD AND SAWYER RANCH RD)
1,539 HOL

6X 8" (DARDEN HILL RD AND SAWYER RANCH RD)
1,539 HOL

Sheet List Table

Sheet Number	Sheet Title
1	COVER SHEET
2	GENERAL NOTES 1
3	GENERAL NOTES 2
4	EROSION AND SEDIMENTATION CONTROL PLAN
5	WATERLINE 'A' PLAN AND PROFILE
6	WATERLINE 'B' AND 'C' PLAN AND PROFILE
7	WATERLINE 'D' PLAN AND PROFILE
8	DETAILS 1
9	DETAILS 2
10	DETAILS 3

SUBMITTED FOR APPROVAL BY:
MURFEE ENGINEERING COMPANY, INC.

George Murfee, P.E. 4-6-21
RECOMMENDED PROFESSIONAL ENGINEER — DATE

GEORGE N. MURFEE 39186 REGISTERED PROFESSIONAL ENGINEER

Trini S. Ficken-Olivarez, P.E. 4-6-21
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY — DATE

OWNER
WEST TRAVIS COUNTY
PUBLIC UTILITY AGENCY
13215 BEE CAVE PARKWAY
BLDG 3, STE 110
BEE CAVE, TX 78738
PH: (512) 263-0100

ENGINEER
MURFEE ENGINEERING COMPANY, INC.
1101 CAPITAL OF TEXAS HIGHWAY SOUTH
BUILDING D, SUITE 110
AUSTIN, TEXAS 78746
PH: (512) 327-9204

NO.	DESCRIPTION	BY	DATE	APPROVED	DATE

SUBMITTAL DATE:

MEC
1101 CAPITAL OF TEXAS HIGHWAY SOUTH
BUILDING D, SUITE 110
AUSTIN, TEXAS 78746
(512) 327-9204
MURFEE ENGINEERING COMPANY
TEXAS REGISTERED ENGINEERING FIRM F-353

WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY
GENERAL CONSTRUCTION NOTES

CONTACT INFORMATION

Facilities Owner: (name/address/phone)
West Travis County PUA
13215 Bee Cave Parkway Building 2, Suite 110
Bee Cave, Texas 78738
512/263-0100
jriechers@wtcpua.org

Land Owner: name/address/phone

Owner's representative responsible for plan alterations: name/phone Maintenance: Person or firm responsible for erosion/sedimentation control

Contractor: name/address/ phone Maintenance:

Person or firm responsible for tree/natural area protection. Contractor: name/address/phone

SPOILS MANAGEMENT AND DISPOSAL NOTES

1. Temporary holding sites as necessary to stockpile excavated soils, embedment material, and/or piping and appurtenances may be located within the limits of construction as shown on the plans.
2. No permanent spoils disposal shall be allowed on-site, unless approved by the owner and governing authority.
3. All spoils materials shall be disposed of by the Contractor at an approved spoil disposal site. The Contractor shall be responsible for locating and securing a permit for the site; and shall notify the Owner and/or Engineer at least forty-eight (48) hours prior to disposal of any spoil material.

EROSION /SEDIMENTATION CONTROL NOTES

Use latest City of Austin, City of Dripping Springs, City of Bee Cave, Travis County, Hays County Erosion/Sedimentation Controlnotes, as appropriate.

STANDARD TREE PROTECTION NOTES

Use latest City of Austin, City of Dripping Springs, City of Bee Cave, Travis County, Hays County Erosion/Sedimentation Controlnotes, as appropriate

WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY (WTCPUA) NOTES

COVER SHEET NOTES

1. The West Travis County Public Utility Agency is the _____ provider. Designate – water and/or wastewater provider, and if Retail or Wholesale customer.
2. ___ Number/size of meter(s) for domestic purposes only.
   ____ number/size landscape irrigation meter(s), as applicable.
3. WTCPUA does not guarantee fire flow.
4. A WTCPUA representative must be present at the time of connection to the existing system.
5. All water and wastewater infrastructure shall be constructed in accordance with City of Austin water and wastewater construction specifications and with materials from the current approved City of Austin Standard Products List (SPL).

WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY (WTCPUA) NOTES - to be plac...

HOURS OF CONSTRUCTION

1. No work shall be done between the hours of 8:00 P.M. and 6:00 A.M; nor on Sundays or Legal Holidays without the written permission of the WTCPUA in each case, except such work as may be necessary for the proper care, maintenance and protection of the work already done or in the case of an emergency.

LIMITS OF CONSTRUCTION

1. The limits of construction shall be bounded by the right of way line or permanent / temporary easement limits shown on the Plans. Limits of construction may be further restricted by placement of silt fence, tree protection fencing, or other appurtenances as shown on the Plans.
2. Limits of construction shall be clearly delineated by the Contractor by installing silt fence, orange tensar fencing (4 - foot roll tied to 6-foot posts set at 10-foot intervals) or other barriers as approved by the Engineer. All temporary barriers shall be removed at the end of the project.
3. Any areas outside the limits of construction disturbed by the Contractor shall immediately be restored to preconstruction condition.

SANITARY FACILITIES

1. Provisions shall be made for necessary sanitary conveniences for the use of laborers on the work. The facilities must be properly secluded from public observation and shall be installed and maintained by the contractor.

PROTECTION OF BORE PITS

1. Install barrier fencing (Tensar orange fencing or chain link fencing) to surround the bore pits. Barrier fencing shall remain in place at all times while the bore pit is open. Contractor shall be responsible for security and safety at the bore pits.

HORIZONTAL CONTROLS

1. All linework shall be staked prior to construction with sealed cut sheets provided to the WTCPUA inspector prior to construction.

CONSTRUCTION SEQUENCING (mostly to fit project)

1. 48 hours prior to beginning any work, call the One-Call Board of Texas at 811 or 1-800-545-6005 for utility locations and obtain street cut permit for any work within city, county, and/or state right-of-way.
2. Install temporary erosion controls and tree/natural area protection fencing prior to pre-construction meeting and prior to any site cleaning, grubbing, excavation, material stockpiling, or other construction operations.
3. Schedule and convene a preconstruction meeting including but not limited to the Owner's representative, Engineer, WTCPUA representative, Fire Department, City, County, TxDOT representative, and TCEQ representative, as applicable.
4. Install traffic control measures.
5. Contractor shall locate all existing utilities prior to initiating construction.
6. Rough cut water quality ponds and direct runoff to ponds to act as a sediment trap.
7. Remove and stockpile topsoil in areas as required.
8. Rough cut roads/site, as necessary.
9. Install all underground utilities. Contractor shall be responsible for coordinating with the WTCPUA when switching service to the WTCPUA system. It shall be the contractor's responsibility to provide materials/facilities to ensure service is maintained during switchover.
10. Complete all underground installations, including installation of sleeves.
11. Complete subgrade.
12. Complete 1st course base.
13. Complete final course base.
14. Lay pavement and/or complete any pavement repair.
15. Complete water quality ponds.
16. Complete permanent erosion control and site restoration.
17. Remove and dispose of temporary erosion controls.
18. Complete any necessary final dress up of areas disturbed by construction operations.

TRAFFIC CONTROL NOTES (include if applicable)

1. Plans shall indicate responsible agent for traffic control (Engineer or Contractor).
2. Contractor shall maintain reasonable local vehicular traffic throughout construction operations.
3. Contractor shall provide signs, barricades, flaggers, and other measures as required to allow for vehicular and pedestrian traffic to proceed safely with minimum inconvenience.
4. Signs, barricades, flaggers, and related work shall be in accordance with the Texas Manual on Uniform Traffic Control Devices and with the requirements of the governing city/county.
5. For any activity within TxDOT right-of-way, project must ha\ e a TxDOT permit. A copy of the TxDOT permit shall be provided to the WTCPUA prior to construction.

SWPPP NOTES

This project is subject to the Texas Commission on Environmental Quality's (TCEQ) Texas Pollution Discharge Elimination System (TPDES) General Permit TXR150000 for Construction Activities. The General Permit requires the preparation of a Storm Water Pollution Prevention Plan (SWPPP), which has been provided by the OWNER for use by the CONTRACTOR. The OWNER shall provide the OWNER'S Notice of Intent (NOI) and Notice of Termination (NOT) to the TCEQ. The CONTRACTOR'S responsibilities are as follows:

1. Maintain a copy of the SWPPP and a set of construction plans with the temporary erosion and sediment control plan at the Work site at all times.
2. File a Notice of Intent (NOI) and applicable payment to the TCEQ at least 2 days prior to site disturbance.
3. Post a copy of the OWNER'S and CONTRACTOR'S NOI forms at the Work site.
4. Sign the certification and obtain a signed certification statement from all Subcontractors responsible for implementing the erosion and sediment control measures which indicates that the CONTRACTOR and Subcontractor understands the permit requirements (forms are in the SWPPP)
5. Follow and comply with all aspects of the TPDES General Permit No. TXR150000. This includes but is not limited to field inspections and report, maintaining and repairing erosion controls and updating erosion controls and updating erosion control plan sheets based on field changes and modifications.
6. File a copy of the CONTRACTOR'S Notice of Termination (NOT) with the TCEQ once the work is completed in accordance with the TPDES general permit no TXR.150000 and has been accepted by the owner.

WTCPUA WATER & WASTEWATER GENERAL CONSTRUCTION NOTES

1. All construction operations shall be accomplished in accordance with applicable state statutes and U.S. Occupational Safety and Health Administration regulations (O.S.H.A.). Copies of O.S.H.A. standards may be purchased from the U.S. Government printing office. Information and related reference materials may be obtained from O.S.H.A. Austin Area Office - La Costa Green Bldg 1033, La Posada Dr, Suite 375, Austin, Texas 78752-3832, 512-374-0271.
2. The attention of the contractor is directed to The City of Austin Standard Specifications and to the State Law, (Vernon's Annotated Texas Statutes, Article 1436 ©) and the need for effective precautionary measures when operating in the vicinity of electrical lines. The contractor is responsible for all safety requirements, and for coordination of all work with the appropriate electric utility company.
3. The Contractor shall contact the One-Call Board of Texas at 811 or 1-800-545-6005 for existing utility locations prior to any excavation. The location and type of utilities and underground facilities shown on these plans are not guaranteed to be accurate or all-inclusive. It is the Contractor's responsibility to locate and protect all existing utilities. The Contractor shall verify all depths and locations of existing utilities prior to any construction. In additional to normal precautions when excavating, use extra caution when excavating within 25 feet of any utilities shown on the plans.
4. The Contractor shall be responsible for all coordination between himself and other contractors and utilities in the vicinity of the project. This includes all water, wastewater, gas, electrical, telephone, cable television, and street and drainage work. Once the contractor becomes aware of a possible conflict, it is the contractor's responsibility to notify the engineer and WTCPUA inspector within twenty-four (24) hours.
5. The Contractor shall be responsible for disposing of all spoil material from the construction site. All spoils material shall be disposed of by the contractor at an approved spoil site. The contractor shall be responsible for locating and securing a permit for the site. The contractor shall notify the WTCPUA inspector at least forty-eight (48) hours prior to disposal of the material. No spoils are to remain overnight in the floodplain.
6. No blasting or burning will be allowed.
7. It shall be the responsibility of the contractor to repair, at his expense, all utilities, pavement, curb, fences or any other items damaged during construction regardless of whether these items are shown on the construction plans.
8. Whenever existing utilities, indicated or not on plans, present obstructions to grade and/or alignment of proposed pipe, contractor is to immediately notify the engineer who will determine if existing improvements are to be relocated or if the grade and/or alignment of proposed pipe is to be changed.
9. Dust prevention shall be provided by the Contractor at his own expense. Dust control shall include spraying of water on all disturbed areas, spoil piles, or haul materials associated with the project or other methods approved by the WTCPUA.
10. Cleanup – upon completion and before making application for acceptance of the work, the contractor shall clean all streets and all ground occupied by him in connection with the work of all rubbish, excess materials, excess excavated materials, temporary structures and equipment. All parts of the work shall be left in a neat and presentable condition satisfactory to the WTCPUA and other governmental bodies having jurisdiction prior to submittal of the final payment.
11. The Contractor shall maintain access to businesses and residences at all times. The contractor shall coordinate with property owners to minimize disruption of deliveries, parking, and other activities.
12. Dewatering, if necessary, shall be considered incidental to the work and shall not constitute a basis for additional payment.
13. The minimum depth of cover from top of pipe to finished grade for all water lines shall be four feet. Install lines to avoid high points.
14. Concrete shall be Class "A" with a minimum 28-day compressive strength of 3,000 psi, unless otherwise noted.
15. Reinforcing steel shall be ASTM A 615M, Grade 60 unless otherwise noted.
16. All responsibility for the adequacy of these plans remains with the engineer who prepared them. In reviewing these plans, the WTCPUA must rely on the adequacy of the design engineer. Approval of these plans by the WTCPUA does not release the design engineer of these responsibilities.

WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY
DARSEN HILL ROAD ROADWAY WATER LINE RELOCATION
TRAVIS COUNTY, TEXAS
GENERAL NOTES 1

STATE OF TEXAS
GEORGE N. HUFFEE
79198
LICENSED
PROFESSIONAL ENGINEER

1101 CAPITAL OF TEXAS HIGHWAY SOUTH
BUILDING D, SUITE 110
AUSTIN, TEXAS 78746
(512) 327-1204
Texas Registered Engineering Firm F-355
HUFFEE ENGINEERING COMPANY

DESIGNED BY: TJH
DRAWN BY: TJH
CHECKED BY: GWH
APPROVED BY: GWH
DATE: 02/07/2021
FILE NO.: DNR - GENERAL NOTES.dwg
JOB NO.: 19051.109
SHEET NO.: 2 OF 10

PLOT DATE: 2/9/2021 9:33
PLOTTED BY: TOMMY JAMES
FILE PATH: W:\WTCPUA\Darsen Hill Roadway Water Line Relocation\19051.109 Darsen Hill Roadway Water Line Relocation\CAD\Sheets\19051.109 GENERAL NOTES.dwg

WEST TRAVIS COUNTY PUA WATER AND WASTEWATER UTILITY NOTES

1. West Travis County PUA is the water and / or wastewater service provider for this project. A pre-construction meeting with the WTCPUA shall be held prior to commencement of construction to schedule inspection of installation of water/wastewater facilities. Water facilities will be inspected up to, and including, the water meter and/or fire hydrants. The contact number for WTCPUA is (512) 263- 0100.
2. The City of Austin standard specifications and standard details current at the time of construction shall govern materials and methods used to perform this work. City of Austin Specifications and Standard Details are available at https://library.municode.com/tx/austin/codes/
3. Contractor shall obtain all approvals and permits, including but not limited to street/driveway cut and utility cut permits from the appropriate governmental agency before beginning construction within the right-of-way of a public street or alley.
4. The WTCPUA shall be contacted at (512) 263-0100 at least 48 hours before connecting to their existing water and/or wastewater facilities.
5. The Contractor shall contact the Austin Area "One Call" System at 811 or 1-800-545-6005 for existing utility locations prior to any excavation. In advance of construction, the contractor shall verify the location of all utilities to be extended, tied to, or altered, or subject to damage/inconvenience by the construction operations.
6. No other utility service/appurtenances shall be placed near the property line, or other assigned location designated for water and wastewater utility service that would interfere with the water and/or wastewater services.
7. Where water lines and sewer line are installed with a separation distance closer than nine feet (i.e., water lines crossing wastewater lines, water lines paralleling wastewater lines, or water lines next to manholes) the installation must meet the requirements of 30 TAC §217.53(d) (Pipe Design) and 30 TAC §290.44(e) (Water Distribution). Any deviation these standards shall require a variance approved by TCEQ before submitting plating assignments to the WTCPUA.
8. The City of Austin Specification Item 5095 will be required as a minimum trench safety measure. Contract documents, which include a trench safety plan signed and sealed by a Texas Professional Engineer and a pay item for trench safety measures, in compliance with OSHA, State, County, and City requirements before beginning work on the project.
9. All material tests, including soil density tests and related soil analysis, shall be accomplished by an independent laboratory funded by the owner in accordance with City of Austin Standard Specification Item 1804S.4.
10. Connections to existing WTCPUA water lines shall be made by cut-in tees in accordance with City of Austin Standard Specification Item 510.3(24). Isolation valves shall be installed on the ends of the cut-in tee, as necessary. A shut-out valve plan shall be provided showing the location of existing gate valves in the vicinity of the connection. The shut-out plan shall identify all affected property owners. Contractor shall perform all work and shall furnish all materials, including draining and cutting into existing piping and connecting a new pipeline or other extension into the existing pressure piping, forming an addition to the potable water transmission and distribution network and performing necessary shutoffs. Contractor shall schedule all such connections in advance and such schedule shall be approved by the WTCPUA before beginning the work. At least 72 hours-notice shall be given to the WTCPUA prior to making the connection, and a representative from the WTCPUA shall be present when the connection is made. Pressure taps may be approved on a case-by-case basis. "Size on Size" taps will NOT be permitted. When approved, any taps shall be made by use of and approved full circle, gasketed cast iron or ductile iron tapping sleeve. Concrete blocking shall be placed behind and under all tap sleeves prior to making the pressure tap and the use of precast blocks may be used to hold the tap in its correction position prior to blocking. The blocking behind and under the tap shall have a minimum of 24 hours curing time before the valve can be reopened for service from that tap.
11. Thrust restraint shall be by metal thrust restraints in accordance with City of Austin Standard Specification Item 510.3(22).
12. Fire hydrants shall be set in accordance with City of Standard Specification Item 5115.3 E and shall be approved by the Fire Department or other appropriate party prior to installation. Fire hydrants on mains under construction shall be securely wrapped with a poly wrap bag and taped into place. The poly wrap will be removed when the mains are accepted and placed in service. Where Storz adaptors are required (Hays County), fire hydrants shall be manufactured with integral Storz adaptors.
13. Water line testing and sterilization shall be performed in accordance with City of Austin Standard Specification Item 510.3(29) and/or TCEQ rules.
14. Test pressure for 2-hour test shall be at 175 psi at the lowest point in the line.

    Note:
    Prior to pressure testing, contractor shall verify that thrust blocking and/or thrust restraint back to and including the valve against which the pressure test shall be performed, has been installed to at least the specifications of this project. Failure to verify that thrust blocking and/or thrust restraint in the existing line meets or exceeds the specifications of this project may result in serious damage to the existing waterline.
15. Water lines shall be filled with water and all air expelled at least 24 hours before testing. All service laterals and drain valve leads, with the hydrant valves closed and nozzle caps open shall be included in the tests.
16. Contractor shall submit a Disinfection and Flushing Plan in accordance with AWWA standards to the WTCPUA for approval. Required flushing volumes, flushing schedule, and method of disposal of flush water shall be in accordance with the approved plan.
17. Gate valves shall be resilient seated gate valves conforming to AWWA C509, with a minimum rated working pressure of 250 psig.
18. Force main testing shall be performed in accordance with the City of Austin Standard Specification Item 510.3(27) and/or TCEQ rules.
19. Gravity sanitary sewer main testing shall be performed in accordance with the City of Austin Standard Specification Items 510.3(26) and/or TCEQ rules. In addition, all gravity sanitary sewer mains shall be televised prior to acceptance by WTCPUA. Digital files (via CD-ROM) clearly showing televised recording shall be submitted to the Engineer of Record following inspection.
20. Locator "Finder" Wire - All non -metallic water lines shall have a finder wire located above the pipe. The wire shall be poly-insulated No. 10 solid copper and will terminate at each isolation valve such that it is accessible from the valve box.
21. Locator 'Finder' Wire - All non-metallic wastewater lines shall have a finder wire located above the pipe. The wire shall be poly-insulated No. 10 solid copper and will terminate at readily accessible locations throughout the collection system.
22. Test stations shall be installed where water and/or wastewater lines/appurtenances and wastewater manholes are installed offsite or outside pavement.
23. All valve risers shall have a 1'-6" square concrete box poured around them at finished grade.
24. All manholes shall be lined with a corrosion resistant lining approved by the WTCPUA.
25. Bolted and gasketed covers shall be used for all manholes located in the 100-year floodplain. Where there are more than three gasketed manholes in a row, vents shall be provided on every third manhole.
26. The downstream end of any force main shall be terminated in a sanitary sewer manhole in a manner to minimize turbulence.
27. Contractor shall have necessary Erosion and Sedimentation Controls in place prior to commencing water/wastewater facility construction.
28. Record drawings, as stipulated by the WTCPUA, shall be submitted to the Engineer of Record for verification and furnished to the WTCPUA upon completion of the project.
29. The WTCPUA will own and operate all water lines and appurtenances up to and including the water meter. These improvements will be defined by a recorded easement or in public right-of-way.
30. Any portions of wastewater lines including services that are located outside of a recorded easement or public right-of-way will be owned and maintained by the property owner, or his/her assigns.
31. Where existing water and/or wastewater infrastructure is to be abandoned, the engineer shall submit an abandonment plan for approval by the WTCPUA.
32. Water services shall be installed using HDPE pipe. Copper is not allowed. Minimum service tap shall be 2" diameter.
33. For any storm sewer line crossing a water or wastewater line closer than 18", the storm sewer pipe shall be laid such that no storm sewer joints will be over the water pipe crossing.

TCEQ WATER DISTRIBUTION SYSTEM GENERAL CONSTRUCTION NOTES

[Revised February, 2019 or latest version]

1. This water distribution system must be constructed in accordance with the current Texas Commission on Environmental Quality (TCEQ) Rules and Regulations for Public Water Systems 30 Texas Administrative Code (TAC) Chapter 290 Subchapter D. When conflicts are noted with local standards, the more stringent requirement shall be applied. At a minimum, construction for public water systems must always meet TCEQ's "Rules and Regulations for Public Water Systems."
2. All newly installed pipes and related products must conform to American National Standards Institute (ANSI)/NSF International Standard 61 and must be certified by an organization accredited by ANSI (§290.44(a)(1)).
3. Plastic pipe for use in public water systems must bear the NSF International Seal of Approval (NSF-pw) and have an ASTM design pressure rating of at least 150 psi or a standard dimension ratio of 26 or less (§290.44(a)(2)).
4. No pipe which has been used for any purpose other than the conveyance of drinking water shall be accepted or relocated for use in any public drinking water supply (§290.44(a)(3)).
5. All water line crossings of wastewater mains shall be perpendicular (§290.44(e)(4)(ii)).
6. Water transmission and distribution lines shall be installed in accordance with the manufacturer's instructions. However, the top of the water line must be located below the frost line and in no case shall the top of the water line be less than 24 inches below ground surface (§290.44(a)(4)).
7. The maximum allowable lead content of pipes, pipe fittings, plumbing fittings, and fixtures is 0.25 percent (§290.44(b)).
8. The contractor shall install appropriate air release devices with vent openings to the atmosphere covered with 16-mesh or finer, corrosion resistant screening material or an acceptable equivalent (§290.44(d)(1)).
9. The contractor shall not place the pipe in water or where it can be flooded with water or sewage during its storage or installation (§290.44(f)(1)).
10. When waterlines are laid under any flowing or intermittent stream or semi-permanent body of water the waterline shall be installed in a separate watertight pipe encasement. Valves must be provided on each side of the crossing with facilities to allow the underwater portion of the system to be isolated and tested (§290.44(f)(2)).
11. Pursuant to 30 TAC §290.44(a)(5), the hydrostatic leakage rate shall not exceed the amount allowed or recommended by the most current AWWA formulas for PVC pipe, cast iron and ductile iron pipe. Include the formulas in the notes on the plans.
    - The hydrostatic leakage rate for polyvinyl chloride (PVC) pipe and appurtenances shall not exceed the amount allowed or recommended by formulas in America Water Works Association (AWWA) C-605 as required in 30 TAC §290.44(a)(5). Please ensure that the formula for this calculation is correct and most current formula is in use;

      $$Q = \frac{LD\sqrt{P}}{148,000}$$

      Where:
      - Q = the quantity of makeup water in gallons per hour,
      - L = the length of the pipe section being tested, in feet,
      - D = the nominal diameter of the pipe in inches, and
      - P = the average test pressure during the hydrostatic test in pounds per square inch (psi).
    - The hydrostatic leakage rate for ductile iron (DI) pipe and appurtenances shall not exceed the amount allowed or recommended by formulas in America Water Works Association (AWWA) C-600 as required in 30 TAC §290.44(a)(5). Please ensure that the formula for this calculation is correct and most current formula is in use;

      $$L = \frac{SD\sqrt{P}}{148,000}$$

      Where:
      - L = the quantity of makeup water in gallons per hour,
      - S = the length of the pipe section being tested, in feet,
      - D = the nominal diameter of the pipe in inches, and
      - P = the average test pressure during the hydrostatic test in pounds per square inch (psi).
12. The contractor shall maintain a minimum separation distance in all directions of nine feet between the proposed waterline and wastewater collection facilities including manholes. If this distance cannot be maintained, the contractor must immediately notify the project engineer for further direction. Separation distances, installation methods, and materials utilized must meet §290.44(e)(1)-(4).
13. The separation distance from a potable waterline to a wastewater main or lateral manhole or cleanout shall be a minimum of nine feet. Where the nine-foot separation distance cannot be achieved, the potable waterline shall be encased in a joint of at least 150 psi pressure class pipe at least 18 feet long and two nominal sizes larger than the new conveyance. The space around the carrier pipe shall be supported at five-foot intervals with spacers or be filled to the springline with washed sand. The encasement pipe shall be centered on the crossing and both ends sealed with cement grout or manufactured sealant (§290.44(e)(5)).
14. Fire hydrants shall not be installed within nine feet vertically or horizontally of any wastewater line, wastewater lateral, or wastewater service line regardless of construction (§290.44(e)(6)).
15. Suction mains to pumping equipment shall not cross wastewater mains, wastewater laterals, or wastewater service lines. New water supply lines shall not be installed within five feet of any tile or concrete wastewater main, wastewater lateral, or wastewater service line (§290.44(e)(7)).
16. Waterlines shall not be installed closer than ten feet to septic tank drainfields (§290.44(e)(8)).
17. The contractor shall disinfect the new waterlines in accordance with AWWA Standard C-651-14 or most recent, then flush and sample the lines before being placed into service. Samples shall be collected for microbiological analysis to check the effectiveness of the disinfection procedure which shall be repeated if contamination persists. A minimum of one sample for each 1,000 feet of completed waterline will be required or at the next available sampling point beyond 1,000 feet as designated by the design engineer (§290.44(f)(3)).
18. Dechlorination of disinfecting water shall be in strict accordance with current AWWA Standard C655-09 or most recent.

WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY
DAUGEN HILL ROAD ABOUT WATERLINE RELOCATION
HAYS COUNTY, TEXAS

GENERAL NOTES 2

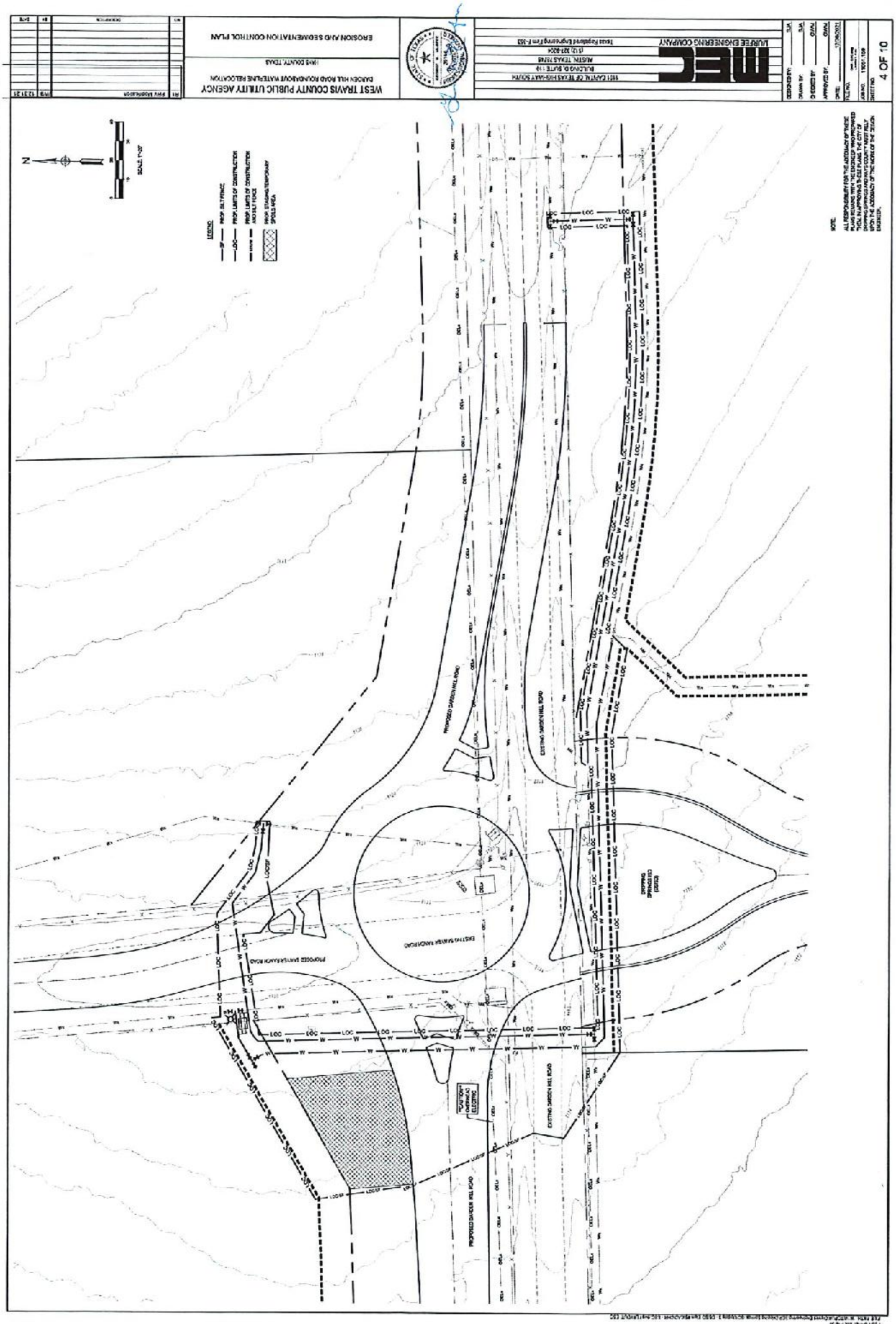
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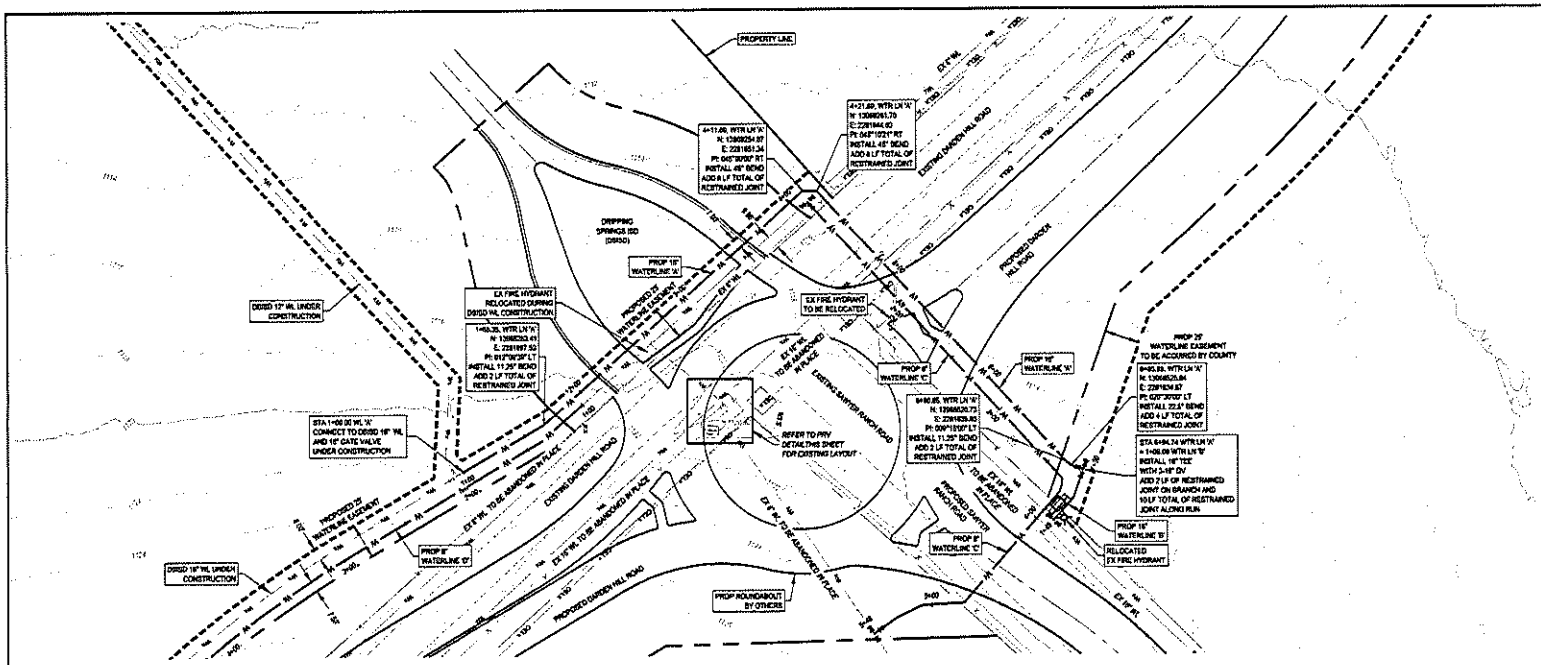
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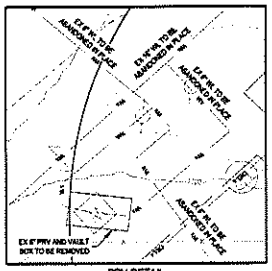
1101 CAPITAL OF TEXAS HIGHWAY SOUTH
BUILDING B, SUITE 115
AUSTIN, TEXAS 78746
(512) 327-9204
Texas Registered Engineering Firm F-303
MUNIE ENGINEERING COMPANY

DESIGNED BY: JWH
DRAWN BY: BJH
CHECKED BY: GWM
APPROVED BY: GWM
DATE: 3/30/2021
FILE NO. DWR - GENERAL NOTES.dwg
JOB NO. 11051.199
SHEET NO.

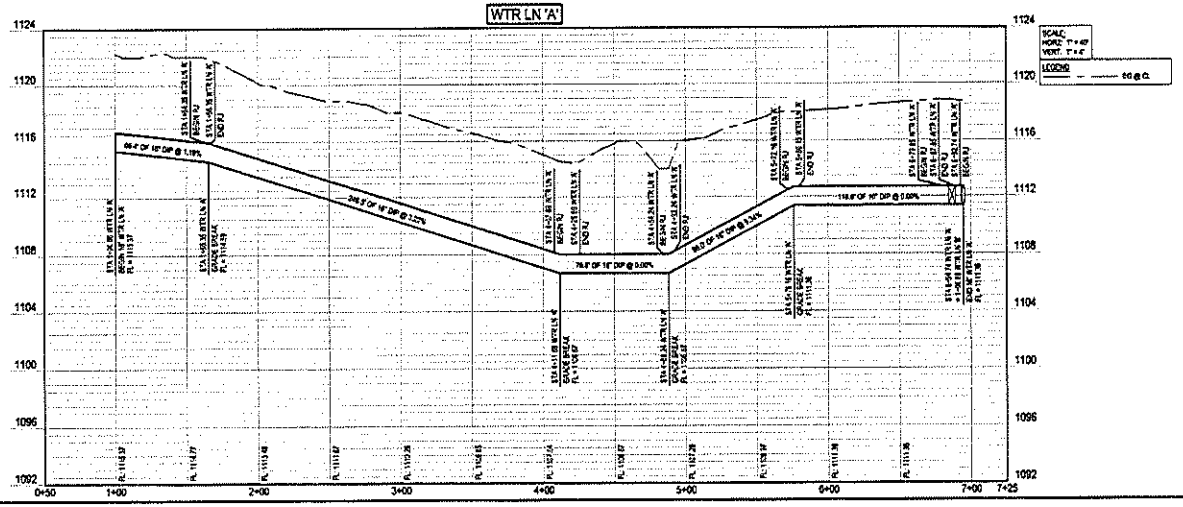
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WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY
EROSION AND SEDIMENTATION CONTROL PLAN
LUBITZE ENGINEERING COMPANY
4 OF 10
LEGEND
PROP. SILTFENCE
PROP. LIMITS OF CONSTRUCTION
PROP. STAGING/TEMPORARY SPOILS AREA
NOTE:
ALL RESPONSIBILITY FOR THE ADEQUACY OF THESE PLANS RESIDES WITH THE ENGINEER WHO PREPARED THEM. IN APPROVING THESE PLANS, THE CITY OF LAKE TRAVIS AND/OR WEST TRAVIS COUNTY MUST RELY UPON THE ADEQUACY OF THE WORK OF THE DESIGN ENGINEER.





PRV DETAIL
SCALE: 1" = 10'



NOTES:

1. WATERLINE PIPE SHALL BE CLASS 250 DIP AND FITTINGS SHALL BE MECHANICAL JOINT UNLESS OTHERWISE SPECIFIED
2. REFER TO DETAIL SHEETS FOR VALVES, FITTINGS, APPURTENANCES, AND JOINT RESTRAINT.
3. ALL PIPE DEFLECTIONS SHALL NOT EXCEED 80% OF PIPE MANUFACTURER'S SPECIFICATIONS. WHERE NECESSARY, THE CONTRACTOR SHALL MAKE THE TRANSITION OVER MULTIPLE PIPE JOINTS.
4. HORIZONTAL BENDS MAY BE ROTATED TO ACHIEVE VERTICAL DEFLECTIONS.
5. ALL GATE VALVES SHALL BE RESILIENT WEDGE.
6. EXISTING GRADE IS CREATED FROM THRIS GIS DATA. CONTRACTOR TO VERIFY PRIOR TO CONSTRUCTION.
7. REFER TO EROSION AND SEDIMENTATION CONTROL SHEETS FOR EROSION CONTROL AND TREE PROTECTION PLAN.
8. EXISTING DRIVEWAYS, TRAILS, SIDEWALKS, AND LANDSCAPING DISTURBED DURING CONSTRUCTION SHALL BE REPLACED IN KIND BY CONTRACTOR.

THE LOCATION OF EXISTING UNDERGROUND AND OVERHEAD UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. THEY AGREE TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGE WHICH MIGHT BE OCCASIONED BY THEIR FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND AND OVERHEAD UTILITIES.

NOTE:

ALL RESPONSIBILITY FOR THE ADEQUACY OF THESE PLANS REMAINS WITH THE ENGINEER WHO PREPARED THEM. IN APPROVING THESE PLANS, THE CITY OF DRIPPING SPRINGS AND HAYS COUNTY MUST RELY UPON THE ADEQUACY OF THE WORK OF THE DESIGN ENGINEER.

NO.	PRV MODIFICATION	DATE
1		12/3/21

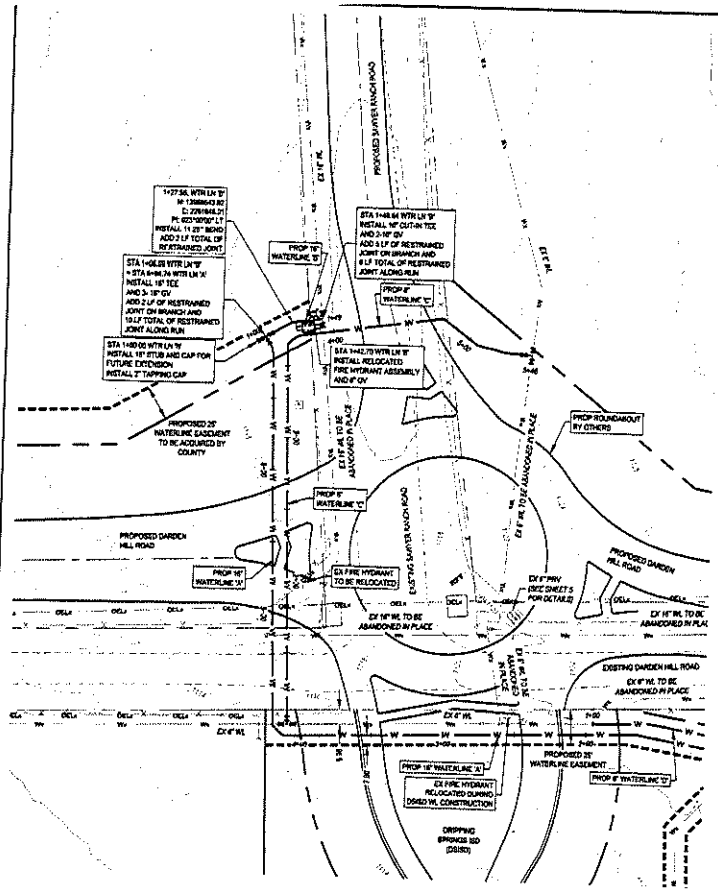
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY
DARDEN HILL ROAD ROUNDABOUT WATERLINE RELOCATION
HAYS COUNTY, TEXAS

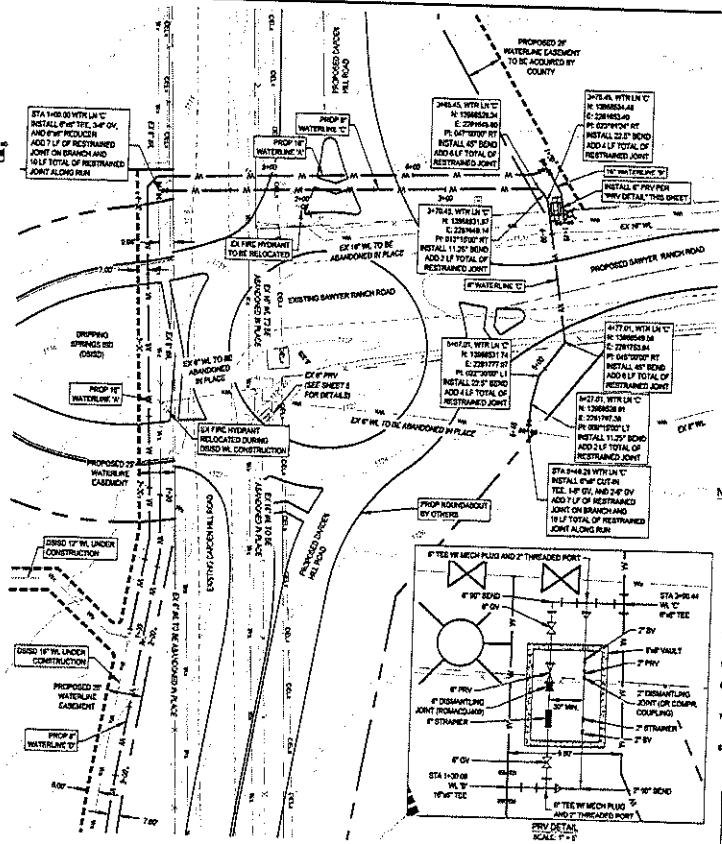
WATERLINE 'A' PLAN AND PROFILE

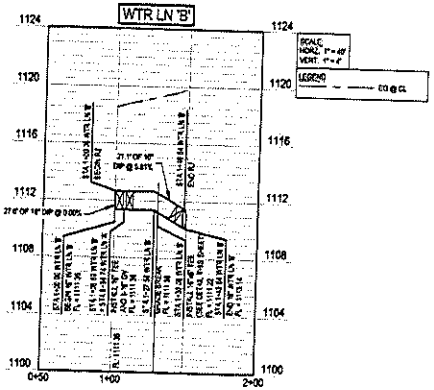
STATE OF TEXAS
GEORGE W. HURTEE
94186
REGISTERED PROFESSIONAL ENGINEER

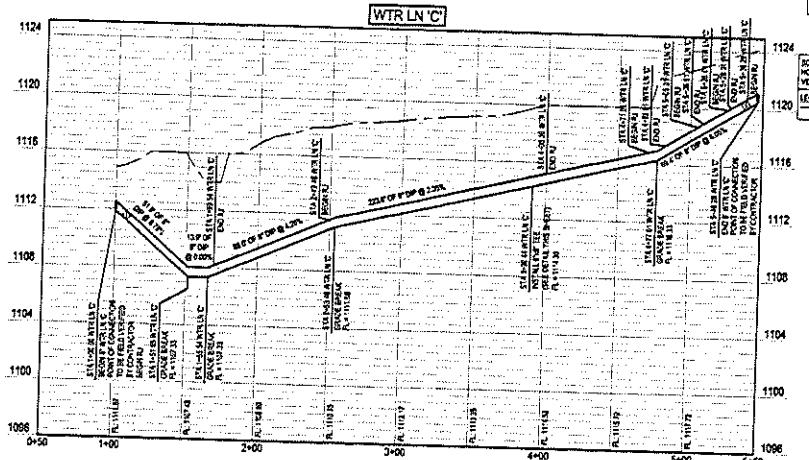
1101 CAPITAL OF TEXAS HIGHWAY SOUTH
BUILDING B, SUITE 110
AUSTIN, TEXAS 78746
(512) 327-7204
Texas Registered Engineering Firm F-393
MEC
HURTEE ENGINEERING COMPANY

DESIGNED BY:	SJA
DRAWN BY:	SJA
CHECKED BY:	GWH
APPROVED BY:	GWH
DATE:	12/3/2021
F.B.C. NO.:	
JOB NO.	11051.199
SHEET NO.	5 OF 10









NOTES:

1. WATERLINE PIPE SHALL BE CLASS 200 DIP AND FITTINGS SHALL BE MECHANICAL JOINT UNLESS OTHERWISE SPECIFIED.
2. REFER TO DETAIL SHEETS FOR VALVES, FITTINGS, APPURTENANCES, AND JOINT RESTRAINT.
3. ALL PIPE DEFLECTIONS SHALL NOT EXCEED 80% OF PIPE MANUFACTURER'S SPECIFICATIONS. WHERE NECESSARY, THE CONTRACTOR SHALL MAKE THE TRANSITION OVER MULTIPLE PIPE JOINTS.
4. HORIZONTAL BENDS MAY BE ROTATED TO ACHIEVE VERTICAL DEFLECTIONS.
5. ALL GATE VALVES SHALL BE RESILIENT WEDGE.
6. EXISTING GRADE IS CREATED FROM TNRIS GIS DATA. CONTRACTOR TO VERIFY PRIOR TO CONSTRUCTION.
7. REFER TO EROSION AND SEDIMENTATION CONTROL SHEETS FOR EROSION CONTROL AND TREE PROTECTION PLAN.
8. EXISTING DRIVEWAYS, TRAILS, SIDEWALKS, AND LANDSCAPING DISTURBED DURING CONSTRUCTION SHALL BE REPLACED IN KIND BY CONTRACTOR.

THE LOCATION OF EXISTING UNDERGROUND AND OVERHEAD UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. THEY AGREE TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGE WHICH MIGHT BE OCCASIONED BY THEIR FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND AND OVERHEAD UTILITIES.

NOTE:

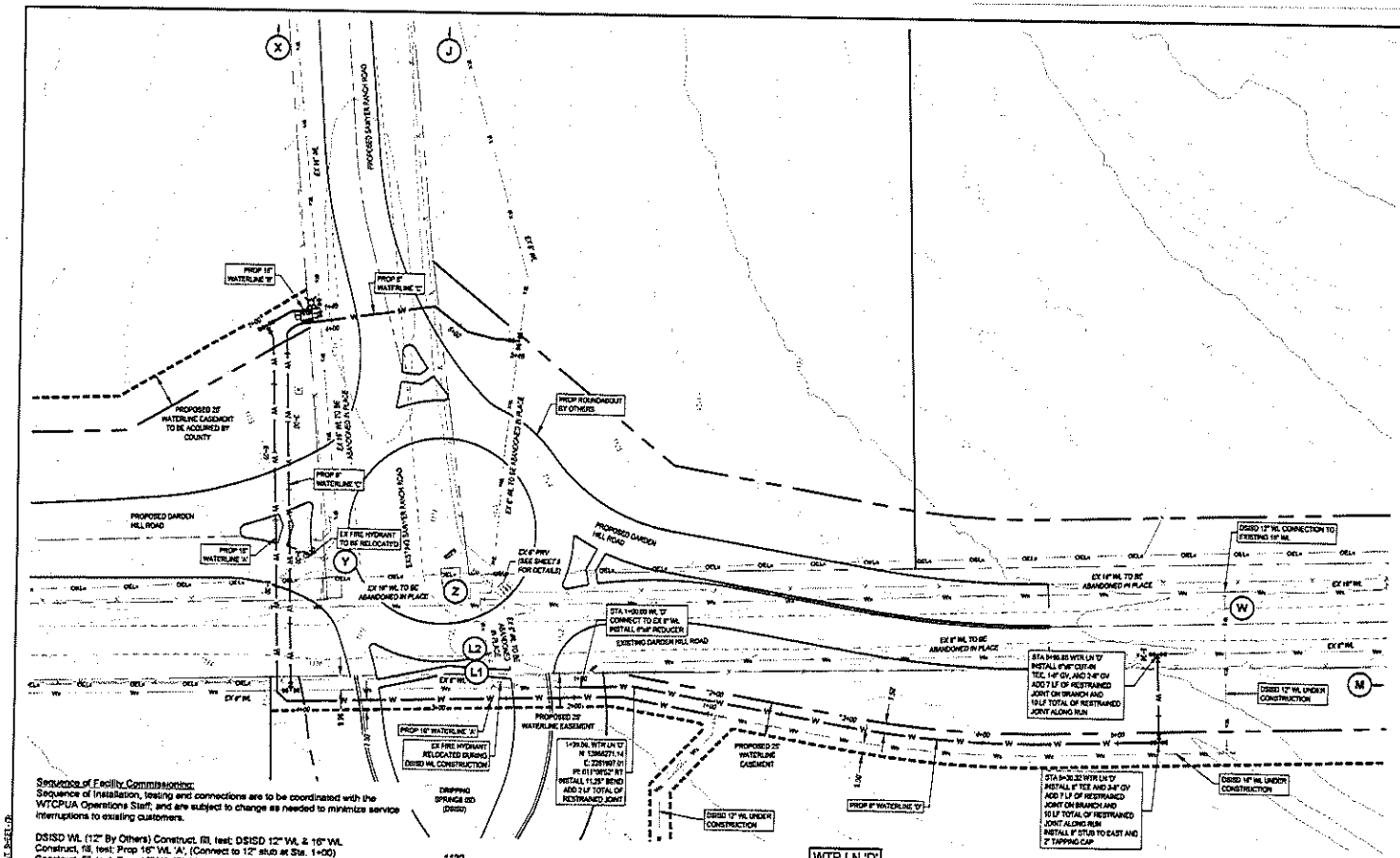
ALL RESPONSIBILITY FOR THE ADEQUACY OF THESE PLANS REMAINS WITH THE ENGINEER WHO PREPARED THEM. IN APPROVING THESE PLANS, THE CITY OF DRIPPING SPRINGS AND HAYS COUNTY MUST RELY UPON THE ADEQUACY OF THE WORK OF THE DESIGN ENGINEER.

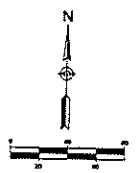
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY
DARDEN HILL ROAD ROUNDABOUT WATERLINE RELOCATION
HAYS COUNTY, TEXAS

WATERLINE 'B' AND 'C' PLAN AND PROFILE

1101 CAPITAL OF TEXAS HIGHWAY SOUTH
BUILDING C, SUITE 110
AUSTIN, TX 78746
(512) 327-7924
Texas Registered Engineering Firm F-369
MARTINEZ ENGINEERING COMPANY

DESIGNED BY: _____ RAA
DRAWN BY: _____ RJA
CHECKED BY: _____ GWM
APPROVED BY: _____ GWM
DATE: _____ 12/26/2021
FILE NO. _____
JOB NO. 11061.158
SHEET NO. 6 OF 10





LEGEND

- PROPOSED WATERLINE
- EXISTING CONTOUR
- PROP ROW
- EXISTING ROW
- EXISTING FENCE
- EXISTING WATER LINE
- EXISTING OVERHEAD ELECTRIC
- PROPOSED FIRE HYDRANT
- EXISTING FIRE HYDRANT
- PROPOSED GATE VALVE
- EXISTING GATE VALVE
- SEQUENCING ITEM

NOTES:

1. WATERLINE PIPE SHALL BE CLASS 350 DIP AND FITTINGS SHALL BE MECHANICAL JOINT UNLESS OTHERWISE SPECIFIED.
2. REFER TO DETAIL SHEETS FOR VALVES, FITTINGS, APPURTENANCES, AND JOINT RESTRAINT.
3. ALL PIPE DEFLECTIONS SHALL NOT EXCEED 80% OF PIPE MANUFACTURER'S SPECIFICATIONS. WHERE NECESSARY, THE CONTRACTOR SHALL MAKE THE TRANSITION OVER MULTIPLE PIPE JOINTS.
4. HORIZONTAL BENDS MAY BE ROTATED TO ACHIEVE VERTICAL DEFLECTIONS.
5. ALL GATE VALVES SHALL BE RESILIENT WEDGE.
6. EXISTING GRADE IS CREATED FROM TWDB GIS DATA. CONTRACTOR TO VERIFY PRIOR TO CONSTRUCTION.
7. REFER TO EROSION AND SEDIMENTATION CONTROL SHEETS FOR EROSION CONTROL AND TREE PROTECTION PLAN.
8. EXISTING DRIVEWAYS, TRAILS, SIDEWALKS, AND LANDSCAPING DISTURBED DURING CONSTRUCTION SHALL BE REPLACED IN KIND BY CONTRACTOR.

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NOTE:

ALL RESPONSIBILITY FOR THE ADEQUACY OF THESE PLANS REMAINS WITH THE ENGINEER WHO PREPARED THEM. IN APPROVING THESE PLANS, THE CITY OF DRIPPING SPRINGS AND HAYS COUNTY MUST RELY UPON THE ADEQUACY OF THE WORK OF THE DESIGN ENGINEER.

Sequence of Facility Commissioning:
Sequence of installation, testing and connections are to be coordinated with the WTCPUA Operations Staff, and are subject to change as needed to minimize service interruptions to existing customers.

DSISD WL (12" By Others) Construct, fill, test; DSISD 12" WL & 16" WL
Construct, fill, test; Prop 16" WL 'A', (Connect to 12" stub at Sta. 1+00)
Construct, fill, test; Prop 16" WL 'B', Move Hydrant.
Construct, fill, test; Prop 8" WL 'C'
Construct, fill, test; Proposed PRV Assembly.
Construct, fill, test; Prop 8" WL 'D'

By WTCPUA Operations Staff:
Temporarily provide service through existing 6" WL;
Verify 1300 +/- HGL (76 psi) at existing PRV (detail sheet 5); If PRV has a Check Feature: Install spool piece replacement for PRV;
Coordinate with WTCPUA to notify all customers in 290 West 1340 & 1240 service areas "No unnecessary water usage during temporary water supply operations"

Close Existing Valves W, X, Y & Z on existing 12" and 16" WLs. Valve X location to be determined and checked for service interruptions.

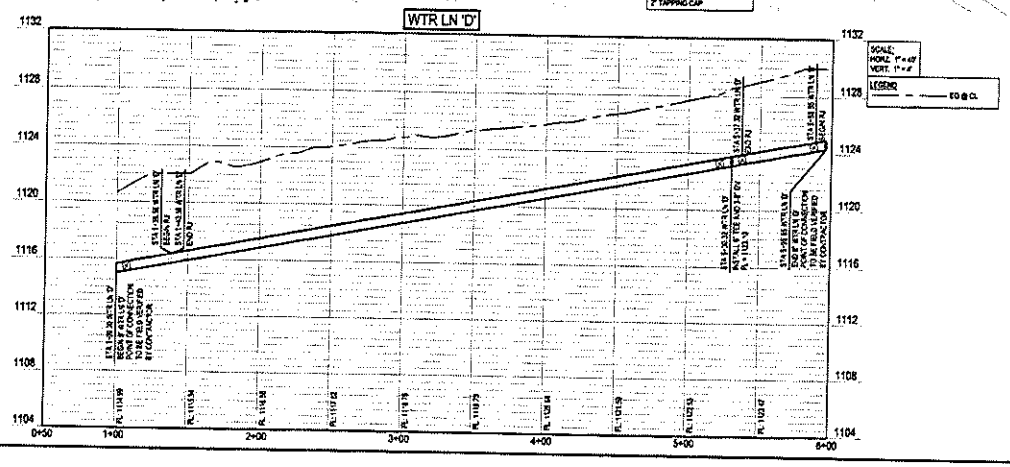
Install, disinfect & test/check connection at Sta 1+46 WL 'B' 16" to existing 16" WL in Sawyer Ranch Rd.

Place 16" WL A & B in service, end temporary service through existing 6" WL.
Return PRV to normal status,
Open valves W, X, Y & Z

BY WTCPUA Operations Staff:
Verify number of connections, valve J & M locations, and available supply from north on the existing 6" WL in Sawyer Ranch Road.

Coordinate Shutout(s) as necessary.
Close valve L2 & J
Make connection Sta 5+46 WL 'C' to Ex. 6" WL SRR North

Coordinate Shutout(s) as necessary.
*****Water Outage*** Darden Hill Road West & East**
Connection Sta 1+00 WL 'C' 8" to existing 6" WL DHR
Connection Sta 1+00 WL 'D'
Connection Sta 5+85 WL 'D'



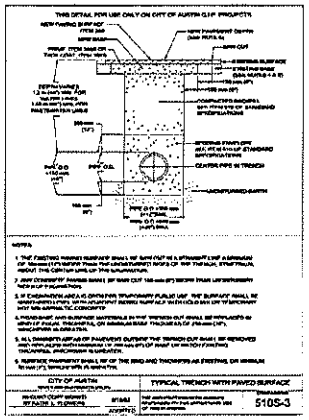
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY
DARDEN HILL ROAD ROUNDABOUT WATERLINE RELOCATION
HAYS COUNTY, TEXAS

WATERLINE 'D' PLAN AND PROFILE AND SEQUENCING PLAN

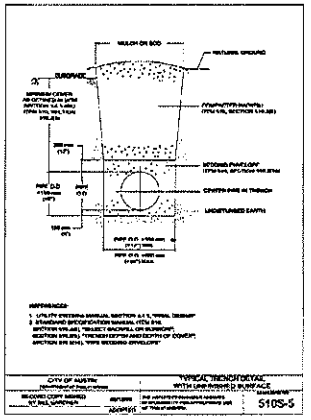
GEORGE M. MARTZ
98128
REGISTERED PROFESSIONAL ENGINEER
STATE OF TEXAS

1101 CAPITAL OF TEXAS HIGHWAY SOUTH
BUILDING D, SUITE 110
AUSTIN, TEXAS 78746
P 512.327.8204
Texas Registered Engineering Firm F-593
MARTEE ENGINEERING COMPANY

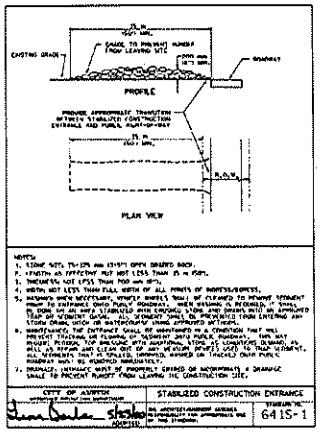
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DRAWN BY:	SJA
CHECKED BY	GMM
APPROVED BY:	GMM
DATE:	12/31/2021
FILE NO.	
JOB NO.	11091.159
SHEET NO.	7 OF 10



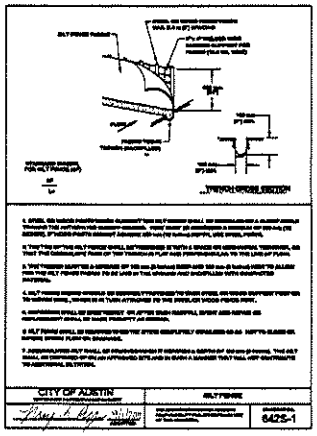
CITY OF AUSTIN — TYPICAL TRENCH WITH PAVED SURFACE — STANDARD NO. 510S-3



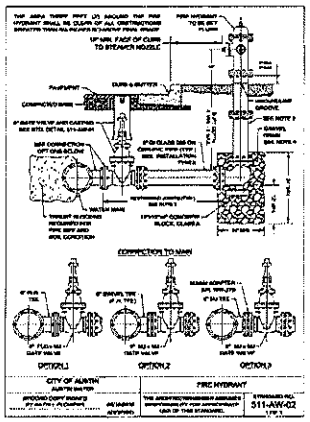
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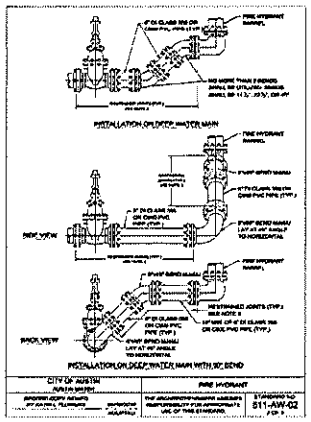
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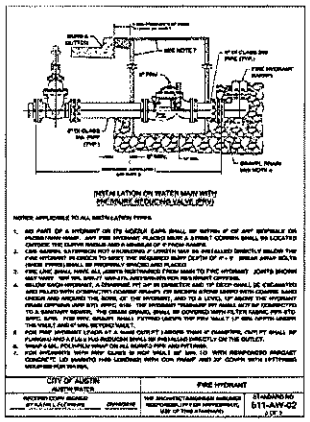
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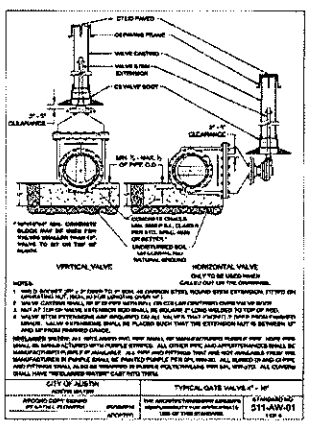
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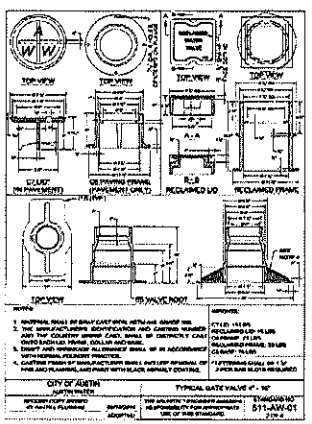
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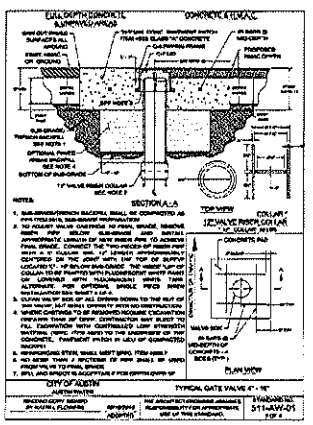
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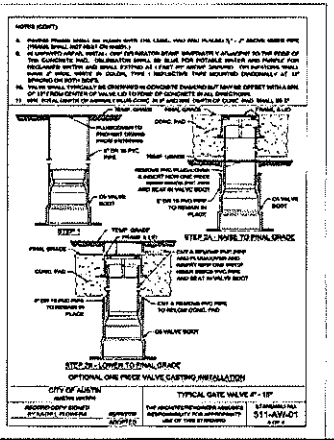
CITY OF AUSTIN — AUSTIN WATER — TYPICAL GATE VALVE 4" - 16" — STANDARD NO. 511-AW-01



CITY OF AUSTIN — AUSTIN WATER — TYPICAL GATE VALVE 4" - 16" — STANDARD NO. 511-AW-01



CITY OF AUSTIN — AUSTIN WATER — TYPICAL GATE VALVE 4" - 16" — STANDARD NO. 511-AW-01



CITY OF AUSTIN — AUSTIN WATER — TYPICAL GATE VALVE 4" - 16" — STANDARD NO. 511-AW-01

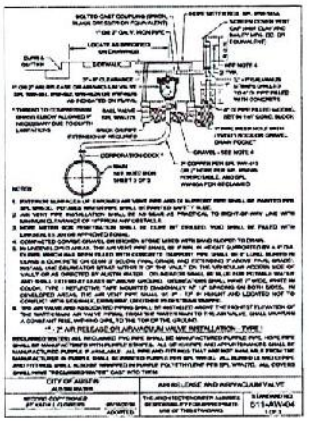
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY
DRIPPING SPRINGS WATER SUPPLY CORPORATION
BARTON HILL ROAD ROUNDABOUT WATERLINE RELOCATION
3413 COUNTY ROAD 3238
DETAILS 1

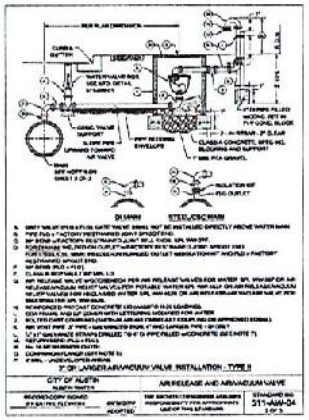
1101 CAPITAL OF TEXAS HIGHWAY SOUTH
BUILDING D, SUITE 110
AUSTIN, TEXAS 78746
(512) 327-8204
Texas Registered Engineering Firm F-363

SURFACE ENGINEERING COMPANY

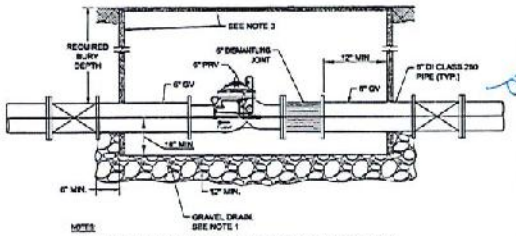
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DRAWN BY: RJA
CHECKED BY: GWM
APPROVED BY: GWM
DATE: 3/30/2021
FILE NO.: DHR - DETAILS.dwg
JOB NO.: 11951.109
SHEET NO.: 8 OF 10

PLOT DATE: 2021.3.30
FILE PATH: M:\PROJECTS\Active Projects\11951.109 - WTCPUA - Barton Hill Rd Roundabout Waterline Relocation\CAD\Design Sheets\11951.109 - DETAILS 1.dwg









NOTES:

1. COMPACTED COARSE GRAVEL SHALL EXTEND UNDER THE PRV VAULT 12" MIN. DEPTH UNDER THE VAULT AND 6" MIN. BEYOND VAULT.
2. WRAP 8 MIL POLYFILM WRAP ON ALL BURIED PIPE AND FITTINGS.
3. 6' x 8' VAULT WITH BOLT REINFORCED PRECAST CONCRETE LID (AASHTO H-20 LOADING) AND BUILT IN LADDER WITH CDA FRAME AND 22" COVER WITH LETTERING MODIFIED FOR WATER.
4. PRV A VAULT:
   6 INCH PRV WITH 2 INCH SLOW FLOW PRV, STAINLESS STEEL CONTROL PIPING, PRESSURE GAUGES, ADJUSTABLE PILOT SYSTEM (30-300 PSI), VALVE POSITION INDICATOR, STRAINER, LOW FLOW PRV NOT SHOWN FOR CLARITY, TEES, FITTINGS, PB REGULATION VALVES, VAULT, AND PIPING LAYOUT SHALL BE CONSIDERED INCIDENTAL TO THE CONTRACT, AND SHALL INCLUDE A SHOP DRAWING OF THE LAYOUT WITH THE MATERIAL SUBMITTALS DURING THE SUBMITTAL REVIEW PROCESS.
5. PILOT CONTROL PIPING SHALL BE LOCATED TOWARD THE CENTER OF THE VALVE VAULT WITH GAUGES VIEWABLE FROM THE HATCH.
6. STANCHION MODEL 89 SUPPORTS ANCHORED TO A CONCRETE BLOCK POURED ON UNDISTURBED EARTH BELOW THE 12" LAYER OF GRAVEL, EACH SIDE OF VALVE.

PRESSURE REDUCING VALVE (PRV) INSTALLATION

NO.	DESCRIPTION	DATE	BY
1	PER MODIFICATION	12.13.23	SCHOEN

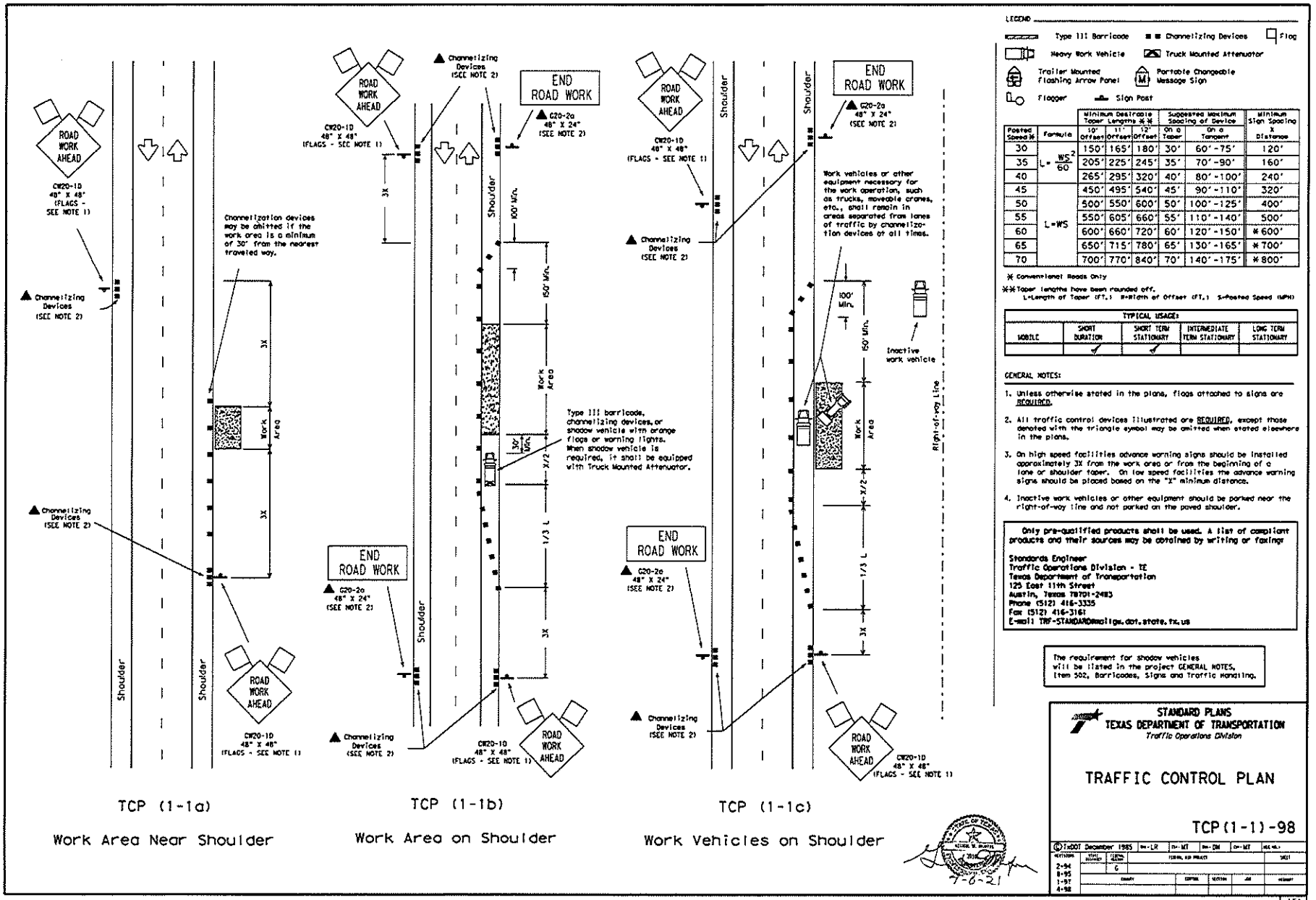
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY
DAGENHILL ROAD ROAD/BOAT WATERLINE RELOCATION
TRAVIS COUNTY, TEXAS

DETAILS 2

1101 CAPITAL OF TEXAS HIGHWAY SOUTH
BUILDING B, SUITE 110
AUSTIN, TEXAS 78746
(512) 327-9204
McGEE ENGINEERING COMPANY
Texas Registered Engineering Firm F-283

DESIGNED BY:	SJA
DRAWN BY:	SJA
CHECKED BY:	CNM
APPROVED BY:	CNM
DATE:	12/29/2023
FILE NO.	CNR - DETAILS.dwg
JOB NO.	11055.155
SHEET NO.	9 OF 10

PLOT DATE: 29/12/23 9:39
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LEGEND

Type III Barricade ■ ■ Channelizing Devices Flag
Heavy Work Vehicle Truck Mounted Attenuator
Trailer Mounted Flashing Arrow Panel (M) Portable Changeable Message Sign
Flagger Sign Post

Posted Speed *	Formula	Minimum Desirable Taper Lengths * * 10' Offset	11' Offset	12' Offset	Suggested Maximum Spacing of Device On a Taper	On a Tangent	Minimum Sign Spacing X Distance
30	$L=\frac{WS^2}{60}$	150'	165'	180'	30'	60'-75'	120'
35		205'	225'	245'	35'	70'-90'	160'
40		265'	295'	320'	40'	80'-100'	240'
45	L=WS	450'	495'	540'	45'	90'-110'	320'
50		500'	550'	600'	50'	100'-125'	400'
55		550'	605'	660'	55'	110'-140'	500'
60		600'	660'	720'	60'	120'-150'	* 600'
65		650'	715'	780'	65'	130'-165'	* 700'
70		700'	770'	840'	70'	140'-175'	* 800'

* Conventional Roads Only

* * Taper lengths have been rounded off.
L=Length of Taper (FT.) W=Width of Offset (FT.) S=Posted Speed (MPH)

TYPICAL USAGE:				
MOBILE	SHORT DURATION	SHORT TERM STATIONARY	INTERMEDIATE TERM STATIONARY	LONG TERM STATIONARY
	✓	✓		

GENERAL NOTES:

1. Unless otherwise stated in the plans, flags attached to signs are REQUIRED.
2. All traffic control devices illustrated are REQUIRED, except those denoted with the triangle symbol may be omitted when stated elsewhere in the plans.
3. On high speed facilities advance warning signs should be installed approximately 3X from the work area or from the beginning of a lane or shoulder taper. On low speed facilities the advance warning signs should be placed based on the "X" minimum distance.
4. Inactive work vehicles or other equipment should be parked near the right-of-way line and not parked on the paved shoulder.

Only pre-qualified products shall be used. A list of compliant products and their sources may be obtained by writing or faxing:

Standards Engineer
Traffic Operations Division - TE
Texas Department of Transportation
125 East 11th Street
Austin, Texas 78701-2483
Phone (512) 416-3335
Fax (512) 416-3161
E-mail TRF-STANDARDS@mail.dot.state.tx.us

The requirement for shadow vehicles will be stated in the project GENERAL NOTES, Item 502, Barricades, Signs and Traffic Handling.

STANDARD PLANS
TEXAS DEPARTMENT OF TRANSPORTATION
Traffic Operations Division

TRAFFIC CONTROL PLAN

TCP(1-1)-98

DISCLAIMER
The use of this standard is governed by the "Texas Engineering Practice Act". No warranty of any kind is made by the Texas Department of Transportation for any purpose whatsoever. TxDOT assumes no responsibility for the conversion of this standard to other formats or for incorrect results or damages resulting from its use.

PLOT DATE: 2/21/33
FILE PATH: W:\STD\PLA\Detail Engineering\SIGN\Drawing Springs\SIGN\Update 3-15\SIGN Elem 45\CADD\R-DETAILS.dng

RIGHT OF WAY DEED

Grantor(s), whether one or more:

Dripping Springs Independent School District, an independent school district and political subdivision of the State of Texas

Grantor's Mailing Address (including county):

P.O. Box 479 Dripping Springs, Hays County, Texas 78620-0479

Grantee:

Hays County, a political subdivision of the State of Texas

Grantee's Mailing Address (including county):

111 E. San Antonio Street, Suite 202, San Marcos, Hays County, Texas 78666

Consideration:

766

The sum of Ten Dollars and No/100 ($10.00) and other valuable consideration, including the benefits accruing or to accrue to the Grantor, by reason of the location and construction of the Improvements (defined below), the receipt and sufficiency of which is hereby acknowledged, and subject to the reservations, exceptions and limitations set forth herein, Grantor hereby conveys to Grantee the Property defined below.

As additional consideration for the conveyance of Property, Grantee shall bear all costs and charges for the construction of allowed improvements, to include the obligation to move all utilities, and other work described on Exhibit "B" (the "Improvements") in, into, upon over, across and under adjacent property owned by Grantor described in Exhibit "C" as part of the Darden Hill Road (CR 162) Roundabout at Sawyer Ranch Road roadway facility project ("Roadway Construction Project"), and further, the Grantee agrees that it shall at its sole cost cause that portion of Darden Hill Rd. (CR 162) extending along the full length of the Property to be expanded to facilitate four (4) lanes of traffic (including two additional driveway inlets and one left turn lane to the Grantor property) to facilitate the Grantee's long-term expansion in accordance with its regional transportation plan to provide an alternate route to Highway 290 and also serves the Grantor's property described in Exhibit B.

Property:

The surface estate only of that portion of that certain tract or parcel of land in Hays County, Texas, being more particularly described in the attached **Exhibit "A"** (the **"Property"**).

This grant of the Property is of a determinable interest, and Grantor reserves the reversionary interest. If the Roadway Construction Project and the expansion of Darden Hill Rd. (CR 162) along the full length of the Property is not fully constructed and accepted by the Grantee within seven (7) years of the date of conveyance of the Property, the Grantee's interest in the Property terminates and reverts to the Grantor (automatically and without need of reentry or any other action by the Grantor). Upon termination of Grantee's interest, Grantee upon request shall execute and deliver to Grantor an instrument in recordable form acknowledging that its interest has terminated.

Reservations from and Exceptions to Conveyance and Warranty:

This conveyance is made by Grantor and accepted by Grantee subject to the following:

1. Visible and apparent easements not appearing of record.
2. Any discrepancies, conflicts, or shortages in area or boundary lines or any encroachments or any overlapping of improvements which a current survey would show.
3. Easements, restrictions, reservations, covenants, conditions, oil and gas leases, mineral severances, and encumbrances for taxes and assessments (other than liens and conveyances) presently of record in the Official Public Records of Hays County, Texas, that affect the property, but only to the extent that said items are still valid and in force and effect at this time.

Grantor reserves all of the oil, gas, sulfur in and under the Property but waives all rights of ingress and egress to the surface thereof for the purpose of exploring, developing, mining or drilling for same; however, nothing in this reservation shall affect the title and rights of the grantee, its successors and assigns, to take and use all other minerals and materials thereon, therein and thereunder.

GRANTOR, for consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells and conveys to the Grantee the Property, together will all and singular the rights and appurtenances thereto in anywise belonging, to have and to hold it to Grantee and Grantee's successors and assigns forever. Grantor binds Grantor and Grantor's heirs, successors and assigns to Warrant and Forever Defend all and singular the Property to Grantee and Grantee's successors and assigns against every person whomsoever lawfully claiming or to the claim the same or any part thereof, by, through, or under Grantor, but no further, and except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty. 767

EXECUTED on the date(s) of acknowledgement indicated below.

GRANTOR:
Dripping Springs Independent School District

By: _____

Name: _____

Title: _____

Acknowledgement

THE STATE OF TEXAS §
§
COUNTY OF HAYS §

This instrument was acknowledged before me on _____
by _____, _____ of Dripping Springs Independent School District, as authorized by the _____, 2023, Resolution of the Board of Trustees, on behalf of said District.

_____
Notary Public's Signature

GRANTEE:
Hays County

By: _____

Name: _____

Title: _____

Acknowledgement

THE STATE OF TEXAS §
§
COUNTY OF HAYS §

This instrument was acknowledged before me on _____
by _____, _____ of Hays County, on behalf of said entity.

_____
Notary Public's Signature

EXHIBIT A

Exhibit [redacted]

DOUCET
& ASSOCIATES

7401B Highway 71 West, Suite 160
Austin, TX 78735
Office: 512.583.2600
Fax: 512.583.2601

Doucetengineers.com

Right-Of-Way Parcel Number 3
Hays County, Texas

D&A Job Number 025-013
December 14, 2020

DESCRIPTION
For a 2.595-Acre [113,019 Square Feet]
Right-Of-Way Parcel

BEING A 2.595 ACRE [113,019 SQUARE FEET] PARCEL OUT OF THE FANNIE A.D. DARDEN SURVEY, ABSTRACT NO. 664, HAYS COUNTY, TEXAS, SAID 2.595-ACRE PARCEL BEING A PORTION OF A CALLED 150.74 ACRE TRACT CONVEYED TO DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT, DATED SEPTEMBER 21, 2010, RECORDED IN VOLUME 3976, PAGE 755 OF THE OFFICIAL PUBLIC RECORDS OF HAYS COUNTY, TEXAS [O.P.R.H.C.T.]; SAID 2.595-ACRE PARCEL BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a 3/4-inch iron pipe found in the existing south right-of-way line of Darden Hill Road (Country Road 162) a variable width right-of-way, no record information found, for the northwest corner of said 150.74-acre tract, for the northeast corner of Lot 74, Onion Creek Ranch Subdivision, recorded in Volume 8, Page 65 of the Plat Records of Hays County, Texas [P.R.H.C.T.], being that same tract conveyed to Dripping Springs Independent School District, dated June 15, 2012, recorded in Document Number 12016586, O.P.R.H.C.T. and for the northwest corner of the parcel described herein; with surface coordinates N=13,969,438.39, E=2,282,097.76;

THENCE with the existing south right-of-way line of Darden Hill Road and the north line of said 150.74-acre tract, the following three (3) courses and distances:

1) North 88°14'51" East, a distance of 2,455.73 feet to an 8-inch cedar post for an angle corner of the parcel described herein,

2) North 81°03'36" East, a distance of 155.34 feet to a calculated point for an angle corner of the parcel described herein, and

3) North 88°47'23" East, a distance of 103.31 feet to a 1/2-inch iron rod found for the northeast corner of said 150.74-acre tract, for the northwest corner of a called 28.48-acre tract conveyed to Christopher T. Smith and Russel D. Taylor, dated December 2, 2016, recorded in Document Number 16041425, O.P.R.H.C.T. and for the northeast corner of the parcel described herein;

THENCE, South 08°39'59" West, with the east line of said 150.74-acre tract and with the west line of said 28.48-acre tract, a distance of 54.46 feet to a calculated point for the southeast corner of the parcel described herein;

DOUCET
& ASSOCIATES

THENCE with the proposed south right-of-way line and through said 150.74-acre tract, the following three (3) courses and distances:

1) South 87°55'41" West, a distance of 2,393.33 feet to a calculated point for an angle corner of the parcel described herein,

2) Along a curve to the right, having a radius of 755.00 feet, an arc length of 153.21 feet, a delta angle of 11 Degrees 37 Minutes 36 Seconds to the right, and a chord which bears North 86°15'31" West, a distance of 152.95 feet to calculated point, for an angle point of the parcel described herein, and

3) North 80°26'43" West, a distance of 160.91 feet to a calculated point in the west line of said 150.74-acre tract, same point being in the east line of said Lot 74 and for the southwest corner of the parcel described herein;

THENCE, North 01°22'43" West, with the west line of said 150.74-acre tract and with the east line of said Lot 74, a distance of 2.25 feet to the **POINT OF BEGINNING** and containing 2.595-acres (113,019 square feet) parcel of land.

Notes:

Basis of bearings is the Texas Coordinate System, South Central Zone [4204], NAD83 (2011), Epoch 2010.

All coordinates and distances are surface values and may be converted to grid by dividing by the surface adjustment factor of 1.000083. All measurements are in U.S. Survey Feet.

Record information shown hereon is based on a public records search by the surveyor. Abstracting was performed December, 2020. This survey was performed without the benefit of a Title Commitment, easements or other matters of record may exist where none are shown.

Field surveying was performed December, 2020.

A parcel plat of even date was prepared in conjunction with this property description.

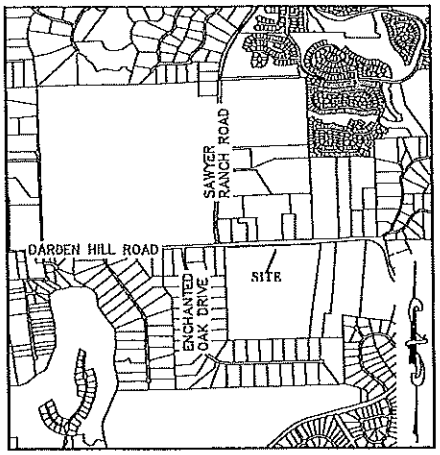
I, Christopher W. Terry, Registered Professional Land Surveyor, hereby certify that this property description and accompanying plat of even date represent an actual survey performed on the ground under my supervision.

12/14/2020
Date

Christopher W. Terry
Registered Professional Land Surveyor
Texas Registration Number 6649
Doucet & Associates
cterry@doucetengineers.com
TBPLS Firm Number 10105800



COMMITMENT YOU EXPECT.
EXPERIENCE YOU NEED.
PEOPLE YOU TRUST.



LOCATION MAP

NOT TO SCALE

FANNIE A.D. DARDEN SURVEY

ABSTRACT NO. 664

LINE TABLE		
LINE	BEARING	DISTANCE
L2	N01°22'43"W	2.25'

0 100 200

50 150

GRAPHIC SCALE: 1" = 100'

LEGEND

	PROPOSED PARCEL LINE
℄	PROPERTY LINE
●	IRON ROD FOUND [UNLESS NOTED OTHERWISE]
△	CALCULATED POINT
⊙	IRON PIPE FOUND [AS NOTED]
R.O.W.	RIGHT-OF-WAY
P.O.B.	POINT OF BEGINNING
P.R.H.C.T.	PLAT RECORDS, HAYS COUNTY, TEXAS
O.P.R.H.C.T.	OFFICIAL PUBLIC RECORDS, HAYS COUNTY, TEXAS

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C1	153.21'	755.00'	11°37'36"	N86°15'31"W	152.95'

772

DARDEN HILL ROAD (COUNTY ROAD 162)
VARIABLE WIDTH R.O.W. (NO RECORD INFORMATION FOUND)

P.O.B.
3/4" IRON PIPE
N88°14'51"E 2455.73'

PARCEL 3
2.595 - ACRE
[113,019 SQUARE FEET]

L2
N80°26'43"W
160.91'

C1

S87°55'41"W 2393.33'

MATCHLINE SHEET 4

DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT DOCUMENT NUMBER 12016586, O.P.R.H.C.T. JUNE 15, 2012

LOT 74, ONION CREEK RANCH SUBDIVISION VOLUME 8, PAGE 65, P.R.H.C.T.

DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT CALLED 150.74 ACRES VOLUME 3976, PAGE 755, O.P.R.H.C.T. SEPTEMBER 21, 2010

NOTES:

BASIS OF BEARING IS THE TEXAS COORDINATE SYSTEM, SOUTH CENTRAL ZONE [4204], NAD 83 (2011), EPOCH 2010. ALL DISTANCES SHOWN ARE SURFACE VALUES AND MAY BE CONVERTED TO GRID BY DIVIDING BY THE SURFACE ADJUSTMENT FACTOR OF 1.000083. UNITS: US SURVEY FEET.

THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE COMMITMENT. EASEMENTS OR OTHER MATTERS OF RECORD MAY EXIST WHERE NONE ARE SHOWN.

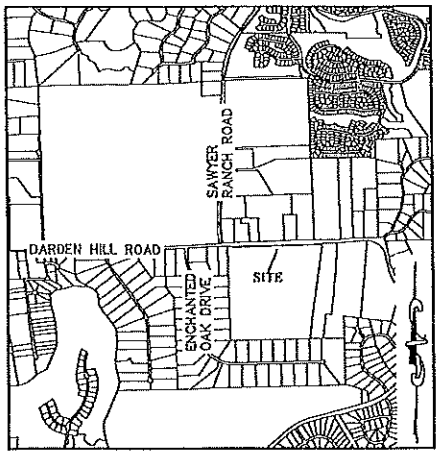
PARCEL 3 EXHIBIT 2.595-ACRE [113,019 SQ. FT.]

CITY OF SAN MARCOS, HAYS COUNTY, TEXAS

D&A DOUCET & ASSOCIATES
Civil Engineering - Planning - Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512)-583-2600
www.doucetandassociates.com
TBPLS Firm No.: 10105800
TBPE Firm No.:F-3937

Date:	12/14/2020
Scale:	1"=100'
Drawn by:	JRT
Reviewer:	CWT
Project:	025-013
Sheet:	3 of 6
Field Book:	N/A
Party Chief:	BSS
Survey Date:	12/01/2020

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LOCATION MAP

NOT TO SCALE

FANNIE A.D. DARDEN SURVEY

ABSTRACT NO. 664

0 100 200

50 150

GRAPHIC SCALE: 1" = 100'

LEGEND

	PROPOSED PARCEL LINE
℄	PROPERTY LINE
R.O.W.	RIGHT-OF-WAY
P.O.B.	POINT OF BEGINNING
O.P.R.H.C.T.	OFFICIAL PUBLIC RECORDS, HAYS COUNTY, TEXAS

773

MATCHLINE SHEET 3

MATCHLINE SHEET 5

DARDEN HILL ROAD
(COUNTY ROAD 162)
VARIABLE WIDTH R.O.W.
(NO RECORD INFORMATION FOUND)

N88°14'51"E 2455.73'

PARCEL 3
2.595 - ACRE
[113,019 SQUARE FEET]

S87°55'41"W 2393.33'

DRIPPING SPRINGS
INDEPENDENT SCHOOL
DISTRICT
CALLED 150.74 ACRES
VOLUME 3976, PAGE 755,
O.P.R.H.C.T.
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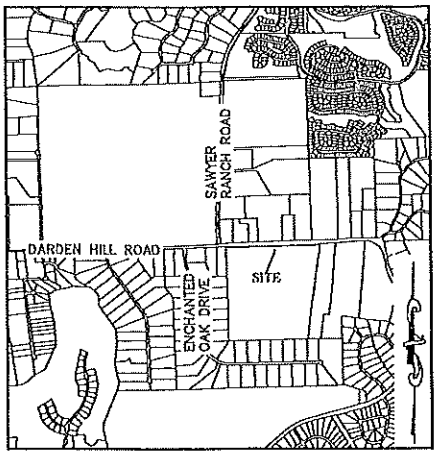
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EXHIBIT
2.595-ACRE
[113,019 SQ. FT.]

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LOCATION MAP

NOT TO SCALE

FANNIE A.D. DARDEN SURVEY

ABSTRACT NO. 664

LEGEND	
———	PROPOSED PARCEL LINE
R.O.W.	RIGHT-OF-WAY
P.O.B.	POINT OF BEGINNING
O.P.R.H.C.T.	OFFICIAL PUBLIC RECORDS, HAYS COUNTY, TEXAS

0 100 200

50 150

GRAPHIC SCALE: 1" = 100'

774

DARDEN HILL ROAD
(COUNTY ROAD 162)
VARIABLE WIDTH R.O.W.
(NO RECORD INFORMATION FOUND)

MATCHLINE SHEET 4

MATCHLINE SHEET 6

N88°14'51"E 2455.73'

PARCEL 3
2.595 - ACRE
[113,019 SQUARE FEET]

S87°55'41"W 2393.33'

DRIPPING SPRINGS
INDEPENDENT SCHOOL
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EXHIBIT
2.595-ACRE
[113,019 SQ. FT.]

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Party Chief:	BSS
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LOCATION MAP

NOT TO SCALE

FANNIE A.D. DARDEN SURVEY

ABSTRACT NO. 684

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S08°39'59"W	54.46'

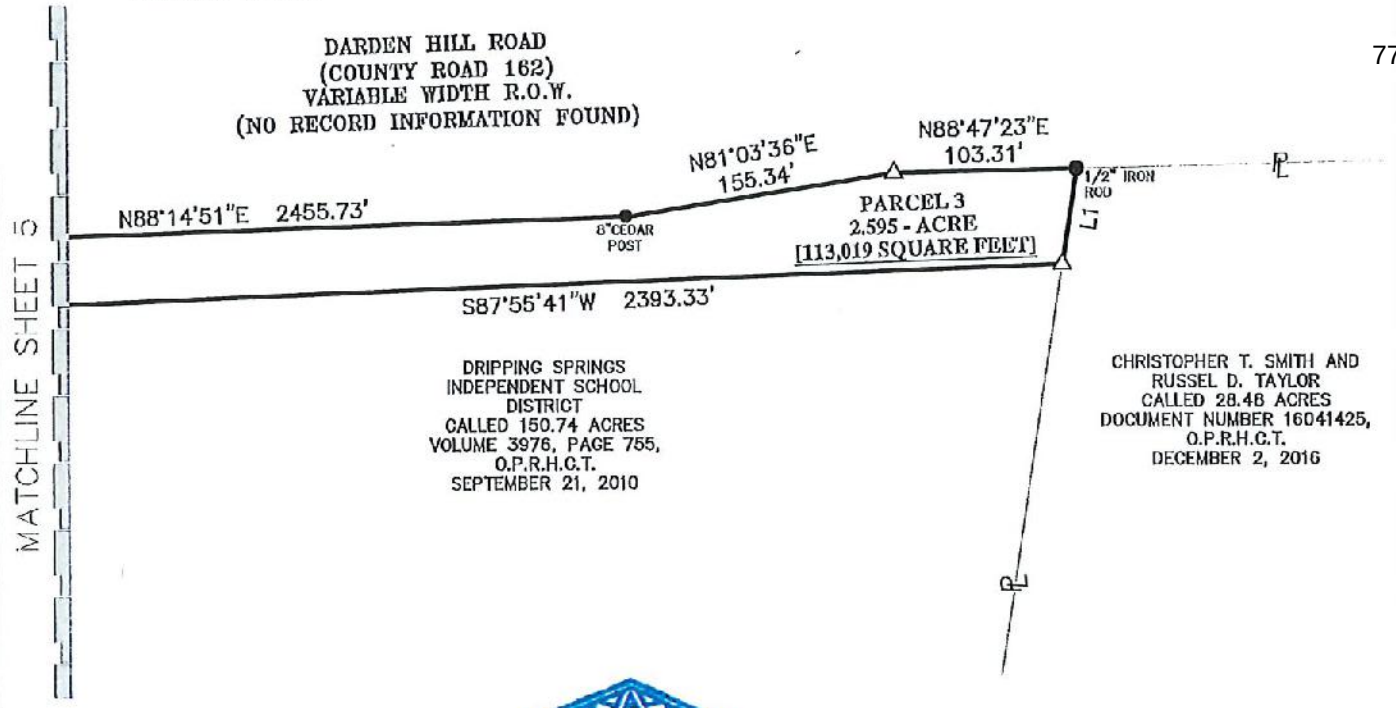
0 100 200

50 150

GRAPHIC SCALE: 1" = 100'

LEGEND

	PROPOSED PARCEL LINE
℄	PROPERTY LINE
●	CEDAR POST [AS NOTED]
●	IRON ROD FOUND [AS NOTED]
△	CALCULATED POINT
R.O.W.	RIGHT-OF-WAY
P.O.B.	POINT OF BEGINNING
O.P.R.H.C.T.	OFFICIAL PUBLIC RECORDS, HAYS COUNTY, TEXAS



775

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BASIS OF BEARING IS THE TEXAS COORDINATE SYSTEM, SOUTH CENTRAL ZONE [4204], NAD 83 (2011), EPOCH 2010. ALL DISTANCES SHOWN ARE SURFACE VALUES AND MAY BE CONVERTED TO GRID BY DIVIDING BY THE SURFACE ADJUSTMENT FACTOR OF 1.000083.
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STATE OF TEXAS
REGISTERED
CHRISTOPHER W. TERRY
6649
PROFESSIONAL
LAND SURVEYOR

I, CHRISTOPHER W. TERRY, HEREBY CERTIFY THAT THIS PROPERTY DESCRIPTION AND ACCOMPANYING PLAT OF EVEN DATE REPRESENT AN ACTUAL SURVEY PERFORMED ON THE GROUND UNDER MY SUPERVISION

12/14/2020

CHRISTOPHER W. TERRY — DATE
REGISTERED PROFESSIONAL LAND SURVEYOR
TEXAS REGISTRATION NO. 6649
DOUCET & ASSOCIATES, INC.
CTERRY@ DOUCETENGINEERS.COM

PARCEL 3
EXHIBIT
2.595-ACRE
[113,019 SQ. FT.]

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RIGHT OF ENTRY LICENSE

This RIGHT OF ENTRY LICENSE (this "***License***") is entered into as of the ____ day of February, 2023 (the "***Effective Date***"), between Dripping Springs Independent School District, an independent school district and political subdivision of the State of Texas, as an owner (collectively, the "***Owner***"), whose address is 510 W. Mercer St., Dripping Springs, Texas 78620, Attn: Superintendent, and Hays County, a political subdivision of the State of Texas (the "***Licensee***"), whose address is 111 E. San Antonio Street, Suite 202, San Marcos, TX 78666, Attention: General Counsel.

W I T N E S S E T H:

WHEREAS, the Owner is the owner of Lot 74, Onion Creek Ranch Subdivision (the "***Property***");

WHEREAS, the Licensee desires to enter onto, and cause its officers, employees, agents, contractors, and subcontractors (together with Licensee, the "***Authorized Parties***") to enter onto, the Property (the "***Licensed Area***") for the limited purposes of construction improvements to maintain the Property's access to Darden Hill Road that is being realigned near the Property (collectively, the "***Permitted Use***"); and

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WHEREAS, the Owner has agreed to provide the Authorized Parties limited non-exclusive access upon the Licensed Area upon the terms and conditions set forth herein.

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants contained herein, the parties agree as follows:

1. Entry. The Authorized Parties may enter the Licensed Area from and after the Effective Date until the earlier of (i) the date of Licensee's completion of the activities contemplated hereby, (ii) September 15, 2023, or (iii) the date Owner terminates this License by written notice to Licensee. The Authorized Parties' use is limited to the Permitted Use only. The Authorized Parties' access is limited to the portions of the Licensed Area to which access is reasonably required to perform the Permitted Work.

2. Assumption of Risk. The Owner and its co-owners, officers, directors, employees and consultants do not know the exact type of conditions that exist upon the Property, and they specifically do not make any warranty or representation of any type, kind or character, whatsoever, as and to conditions existing or that may hereafter exist upon said Property, or any improvements thereto. The Authorized Parties enter upon the Property at their own risk, and specifically accept such Property in the then existing conditions thereof, and Licensee, for itself and on behalf of each other Authorized Party, unconditionally releases and agrees to defend and hold harmless the Owner and its co-owners, officers, directors, employees, managers and consultants against and for all liabilities, costs, expenses, claims and damages for which Owner and its co-owners, officers, directors, employees, managers and consultants might otherwise become liable by reason of any accidents, or injuries to or death of any persons, including the Authorized Parties, or damage to property, or both, in any manner arising or resulting from, caused by, connected with or related to the presence of any such person or property upon such land and premises, regardless of how, where, or when such injury, death or damage occurs even if caused by the negligence of the Owner and its co-owners, officers, directors, employees, managers, consultants, agents, servants or employees, or due to conditions on or defects in the premises.

3. Insurance. Prior to exercising its right of entry on the Property, Licensee will deliver to Owner evidence of insurance or risk pool coverage in form and substance satisfactory to Owner in its sole discretion with respect to the applicable Authorized Parties, and shall include Owner as an Additional Insured. All applicable insurance policies or risk pool coverages shall be continued through the entire term of this Agreement.

4. Indemnification. To the extent permitted by law, Licensee shall indemnify, hold harmless and, upon request by Owner, defend Owner and its officers, directors, members, shareholders, and employees (collectively, "***Owner Parties***") for, from and against, and will pay for, any and all losses, cleanup, containment, remediation, costs, damages, liabilities, interest and expenses, including reasonable attorneys' fees, other professionals' and experts' fees, costs of investigation and court costs and including any such out-of-pocket expenses actually incurred in connection with investigating, defending against or settling (including settlements where there was no admission of wrongdoing) any of the foregoing (hereinafter collectively referred to as ("***Damages***"), actually suffered or incurred by Owner Parties, to the extent arising out of or in connection with, directly or indirectly, this License, including, without limitation, the acts and omissions of Licensee and each other Authorized Party. Without waiving applicable constitutional, statutory and/or common law immunities, the Licensee knowingly and freely assumes all risk of injury, disability death, or loss or damage to person or property. Even if arising from the negligence of the Owner and Licensee, on their own behalf and on behalf of their employees, agents, and any other persons they permit to access the Property, hereby release and hold harmless the Owner, their officers, agents and/or employees ("***Releasees***"), with respect to any and all injury, disability, death, or loss or damage to person or property, whether caused by the negligence of the Releasees or otherwise. The Licensee has read this release of liability and assumption of risk provision, fully understanding its terms, and the Licensee understands that it has given up substantial rights by signing it, and signs it freely and voluntarily without any inducement. The obligations of Licensee under this Section 4 shall survive the expiration or earlier termination of this Agreement for a period of two (2) years, and this sentence does not modify any applicable statutes of limitation and repose. 778

5. No Liens. Nothing in this Agreement shall authorize any Authorized Party to encumber any portion of the Property with any mechanic's, materialman's, or other lien. Licensee shall cause each and every lien arising from any Authorized Party's use of the Property to be removed of record within twenty-one (21) days after receipt of written notice of such lien. If Licensee fails to cause the removal of record of any lien within such twenty-one (21) day period, then Owner may cause such lien to be released, including, without limitation, obtaining a bond to cause such release. All reasonable costs of Owner causing such liens to be removed of record shall be reimbursed by Licensee within 30 days of Licensee's receipt of demand for reimbursement by Owner.

6. Damages. The Licensee shall repair any damage to, on, over, and under the Licensed Area arising out of or contributed to by the Licensee and all Authorized Parties' operations. The Licensee shall pay the Owner for any damages, including, but not limited to, any utilities (not limited to costs by, from, or to utility provider(s)), timber, crops, fences, livestock or other property of the Owner, or its tenants, easement holders, successors or assigns, resulting from the Licensee's and the Authorized Parties' operations.

7. Notice. The Licensee shall deliver written notice to Owner at ***both*** the mailing address and email address reflected in the opening paragraph of this License at least one business (1) day before it or any Authorized Party enters upon the Owner's premises at any time or for any purpose.

8. Operations. The Licensee shall conduct, and cause each other Authorized Party to conduct, its due diligence in a good and workmanlike manner so as to minimize damage on, over, or under the

Owner's property. The Licensee shall not allow debris to accumulate in a dangerous or unsightly manner upon the Property and shall remove all debris attributable to the Licensee upon completion of the Authorized Parties' activities.

9. Use by Owner. Nothing contained herein shall be construed as to limit in any way the right of the Owner, its easement holders, successors, tenants, or assigns to use of the Licensed Property.

10. Firearms, Tobacco, and Alcohol. Firearms, tobacco and alcohol are prohibited on the Licensed Area and Property. None of the Licensee, the other Authorized Parties, or any person on the Licensed Area by reason of this License, may have firearms, tobacco or alcohol on the Licensed Area.

11. Compliance with Law. The Licensee and each other Authorized Party shall comply with all applicable federal, state and local laws and regulations, including applicable environmental laws and regulations (including, without limitation, those concerning dust control and erosion control). The Licensee shall also comply with all safety standards of any agency of the State where the property is located and of the United States. No Authorized Party shall conduct any operations under this License requiring dredging, filling or local navigation without the Owner's prior written consent, which Owner may grant or withhold in its sole and absolute discretion. 779

12. Counterparts; Copies of Signatures. This Agreement may be executed in identical counterparts, each of which shall be deemed an original, both of which together shall constitute one and the same instrument. Electronic signatures and copies of signatures transmitted by facsimile machines or by email shall be legal and binding for all purposes.

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be executed as of the date first set forth above.

"LICENSEE"

_____

By: _____

Name: _____

Title: _____

"OWNER"

_____

By: _____

Name: _____

Title: _____

Owner provided additional instructions for field crews or comments on the property (gates, pets, etc.):

_____

_____

_____

Tenant(s) or others to notify:
Tenant Name: _____
Email:_____
Phone Number:_____

780