

# **AGENDA**

**for the**

**Board Workshop Meeting**

**of the**

**Board of Trustees**

**Jim Plyler Instructional Complex, Dr. Jack L. Davidson Conference  
Center, 807 W. Glenwood, Tyler, TX**

**August 6, 2019  
11:00 AM**

**NOTICE OF BOARD WORKSHOP MEETING OF THE  
TYLER INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES**

Notice is hereby given that on Tuesday, August 6, 2019, the Board of Trustees of the Tyler Independent School District will hold a Board Workshop meeting at 11:00 AM at the Jim Plyler Instructional Complex, Dr. Jack L. Davidson Conference Center, 807 W. Glenwood, Tyler, TX. The subjects to be discussed are listed on the agenda which is attached to and made a part of this Notice.

Individuals with disabilities are entitled to have access to and participate in public meetings. An individual requiring an accommodation for access to the meeting must notify the Tyler Independent School District by informing the district's ADA coordinator, in writing 24 hours prior to the scheduled meeting of the necessity of an accommodation. Upon receipt of this request, the district will furnish appropriate auxiliary aides and services when necessary to afford an individual with a disability an equal opportunity to participate in and enjoy the benefits of the board meeting as nonhandicapped individuals enjoy.

If, during the course of the meeting covered by this Notice, the Board of Trustees should determine that a closed or executive meeting or session of the Board of Trustees is required, then such closed or executive meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., will be held by the School Board at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the School Board may conveniently meet in such closed or executive meeting or session concerning any and all purposes permitted by the Act.

Texas Government Code Section:

551.071	Private consultation with the board's attorney.
551.072	Discussing purchase, exchange, lease, or value of real property.
551.073	Discussing negotiated contracts for prospective gifts or donations.
551.074	Discussing personnel or to hear complaints against personnel.
551.076	Considering the deployment, specific occasions for, or implementation of, security personnel or devices.
551.082	Considering discipline of a public school child, or complaint or charge against personnel.
551.083	Considering the standards, guidelines, terms, or conditions the board will follow, or will instruct its representatives to follow, in consultation with representatives of employee groups.
551.084	Excluding witnesses from a hearing.

Should any final action, final decision, or final vote be required in the opinion of the School Board with regard to any matter considered in such closed or executive meeting, then the final action, final decision, or final vote shall be either:

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting; or
- (b) at a subsequent public meeting of the School Board upon notice thereof; as the School Board shall determine.

**TYLER INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES BOARD WORKSHOP MEETING**

**Tuesday, August 6, 2019 11:00 AM**

**Jim Plyler Instructional Complex, Dr. Jack L. Davidson Conference Center, 807 W. Glenwood, Tyler, TX**

**AGENDA**

- I. Call to Order
- II. First Order of Business -- Announcement by the Chairman as to the presence of a quorum, that the meeting has been duly called and that notice of the meeting has been posted in the time and manner required.
- III. Discussion Items
  - A. Demographic Study Update 5
  - B. Budget Update 6
- IV. Action Items
  - A. Consider approval of Board Meeting Date for Purpose of Adopting Budget and Proposed Tax Rate 16
  - B. Consider approval of Proposed Budget and Expenditures for State Compensatory Funds for 2019-2020 School Year 17
  - C. Consider approval of Employee Health Insurance Rate Increase 20
  - D. Consider approval of Compensation Plan for 2019-2020 22
  - E. Consider approval of Endorsement to the TASB Board of Director for Region VII 36
- V. Continuous Improvement
  - A. Competitive Academics Update 37
  - B. Safety and Security Update 38
- VI. TASB Update 113, Local Policies BBE, BDD, BJCD, CI, CO, COA, COB, CRB, EHBAF, and FNF (First Reading) 39
- VII. Executive Session will be held for the purposes authorized by the Texas Open Meetings Act, Texas Government Code Section 551.071 et seq. concerning any and all purposes permitted by the Act.
  - A. Texas Government Code Section 551.071 For the purpose of a private consultation with the board's attorney on all subjects or matter authorized by law.
    - I. When the governmental body seeks the advice of its attorney about pending or contemplated litigation or a settlement offer or
    - II. On a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.
    - III. Consider legal advice regarding personnel and related action items.
  - B. Texas Government Code Section 551.072 For the purpose of discussing purchase, exchange, lease, or value of real property.

- I. Discussing purchase, exchange, lease, or value of real property.
- C. Texas Government Code Section 551.074 For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee.
  - I. Consider hiring and accepting resignations of professional personnel.
  - II. Consider renewals, non-renewals and terminations of contracts for professional personnel. (To deliberate the appointment, employment, evaluation, reassignment, duties, and contracts of employees.)
- D. Texas Government Code Section 551.076
  - I. Considering the deployment, specific occasions for, or implementation of, security personnel or devices.
- VIII. Reconvene from Executive Session
- IX. Consider action on items discussed in Executive Session
  - A. Consider board approval of hiring, accepting resignations/retirements of professional personnel included but not limited to. 65
  - B. Consider renewals, non-renewals, contract abandonments and terminations of contracts for professional personnel.
- X. Adjournment

Subject: Demographic Update 2019

BACKGROUND INFORMATION

A detailed understanding of the demographic makeup, projected student population growth, new construction, and regenerating neighborhoods can have a dramatic impact on school facility location, design, and capacity sizing. Transportation, Food Service, Special Education, and Human Resources department planning can also be guided by demographic information.

ADMINISTRATIVE CONSIDERATION

Population and Survey Analysis (PASA) will present an executive summary of the 2019 Demographic Update.

ACTION REQUIRED

Information only

CONTACT PERSON

Marty Crawford, Ed. D.  
Tim Loper

08-06-19

**Tyler Independent School District  
Proposed General Fund Budget - Presented to Board August 6, 2019  
2019-2020  
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**Tyler Independent School District  
Proposed General Fund Budget - Presented to Board August 6, 2019  
2019-2020**

**Salary Expense**

Salaries (including health insurance and medicare)	115,795,683
Stipends	2,925,000
Overtime and Extra Time (including benefits)	2,065,150
TRS on Behalf (expense equal)	7,775,000
Substitutes and benefits	1,100,000
Workers Compensation	825,000
Unemployment Compensation	50,000
Teacher Retirement-Above State minimum	3,100,000
	<u>133,635,833</u>

**Other Expenditures:**

Total Campus Budgets	1,667,695
Total Operating Budgets	25,293,121
Transfer to Preventive Maintenance Fund	2,566,413
	<u>29,527,229</u>
Total Budget	163,163,062
Total Revenue	163,163,062
Difference	<u><u>(\$0)</u></u>

**TYLER INDEPENDENT SCHOOL DISTRICT  
OVERTIME/EXTRA TIME-non Campus Based  
2019-2020**

	<u>2018-2019</u>	<u>Increase (Decrease)</u>	<u>2019-2020</u>
Substitute daily rate for retirees or resignations	150,000		150,000
Rentals of Facilities	25,000	15,000	40,000
Rose City Summer Camp Expansion		500,000	500,000
Summer School-High Schools & Bilingual	130,000		130,000
<b>Departments:</b>			
Maintenance	25,000		25,000
Custodial-District needs	100,000		100,000
Transportation	1,060,000		1,060,000
<b>Total before benefits</b>	<u>1,490,000</u>	<u>515,000</u>	<u>2,005,000</u>
Benefits	44,700	15,450	60,150
<b>Grand Total</b>	<u>1,534,700</u>	<u>530,450</u>	<u>2,065,150</u>



**TYLER INDEPENDENT SCHOOL DISTRICT  
CAMPUS BUDGETS  
2019-2020 BUDGET**

<u>Organization</u>	<u>Org #</u>	<u>Projected # of Students</u>	<u>Budget Amount</u>
<b>SEE NOTE</b>			
<b>Elementary Schools: \$70.00 per student, or \$29,500 minimum</b>			
Austin	101	420	29,500.00
Bell	102	391	29,500.00
Birdwell	103	544	38,080.00
Bonner	104	439	30,730.00
Clarkston	106	406	29,500.00
Dixie	107	606	42,420.00
Douglas	108	575	40,250.00
Owens	109	662	46,340.00
Caldwell	110	407	29,500.00
Griffin	111	688	48,160.00
Jones	112	348	29,500.00
Orr	114	693	48,510.00
Peete	115	362	29,500.00
Ramey	116	530	37,100.00
Rice	117	650	45,500.00
Woods	119	640	44,800.00
Jack	125	669	46,830.00
<b>Subtotal</b>		<b>9,030</b>	<b>645,720.00</b>
<b>Middle Schools: \$81.00 per student, or \$33,000 minimum</b>			
Boulter	041	965	78,165.00
Caldwell	110	110	8,910.00
Hogg	043	418	33,858.00
Hubbard	044	750	60,750.00
Moore	045	1,075	87,075.00
Three Lakes	049	885	71,685.00
<b>Subtotal</b>		<b>4,203</b>	<b>340,443.00</b>
<b>High Schools: \$136.00 per student or \$27,500 minimum</b>			
Robert E Lee	001	2,075	282,200.00
John Tyler	003	1,962	266,832.00
Early College HS	006	350	47,250.00
RISE Academy HS	010	110	27,500.00
<b>Subtotal</b>		<b>4,497</b>	<b>623,782.00</b>
<b>Other</b>			
DAEP	909		27,500.00
Boshears	918		30,250.00
<b>Subtotal - All Campuses</b>		<b>17,730</b>	<b>1,667,695.00</b>

**NOTE:** The above per-pupil allotment was based on enrollment projections after adjusting boundaries or estimated enrollment from transfers. Feel free to change this on your allocation sheet based on your current estimates. Please call if you have any questions.

**TYLER INDEPENDENT SCHOOL DISTRICT  
OPERATING BUDGETS  
2019-2020 BUDGET**

<u>Org. #</u>	<u>Department</u>	<u>2018-19</u>	<u>Additions</u>	<u>Reductions</u>	<u>Redirect To/From Salaries</u>	<u>To/From Depts.</u>	<u>2019-20</u>
	Administrative:						
701	Superintendent	30,000					30,000 Crawford
702	School Board	40,150					40,150 Crawford
701/702	Legal Fees-District	158,500					158,500 Crawford
740	Internal Auditor	3,396					3,396 Coker
726	Human Resources	93,155					93,155 Jones
728	Payroll	14,725					14,725 Fondren
729	Financial Services/Purchasing	27,505					27,505 Russell
816	Title I/Head Start-General fund exp	6,260					6,260 V. Jones
731	Textbooks/Fixed Assets	7,500					7,500 Little/Taylor
739	Records Management	25,450					25,450 Roundtree
	Communications:						
732	Public Relations	91,923					91,923 Parnell
967	Cable Communications	34,551					34,551 Duitch
	Instruction:						
	Asst. Supt. of Schools:						
845	School Improvement	164,294					164,294 Sanchez
811	Graduation expense-high schools	20,000					20,000 Sanchez
835	UIL Academic Competition	25,000					25,000 Sanchez
699	Summer School Remediation	275,000					275,000 Sanchez
804	AVID	365,000					365,000 Brooks
832	Advanced Academics	284,929					284,929 G. Brown
838	Career & Technology	550,000					550,000 G. Brown
	Asst. Supt. Of C&I:						
807	Curriculum Alignment	260,563					260,563 Hanson
805	Target	103,621					103,621 Hittle
821	ELA/Literacy - Prek-3	54,500					54,500 Hanson
821	ELA/Literacy - 4-12	54,500					54,500 Hanson
833	Science	70,258					70,258 Hanson
836	Social Studies	44,872					44,872 Hanson
839	Assessment & Accountability	123,901					123,901 Hanson
878	Mathematics	41,780					41,780 Hanson
897	Professional Development	35,000					35,000 Hittle
948	Technology Education	12,824					12,824 Hittle
834	Bilingual	200,556					200,556 Segulin
808	Dyslexia Plan	20,694					20,694 George
893	Intervention	41,236					41,236 George

**TYLER INDEPENDENT SCHOOL DISTRICT  
OPERATING BUDGETS  
2019-2020 BUDGET**

<u>Org #</u>	<u>Department</u>	<u>2018-19</u>	<u>Additions</u>	<u>Reductions</u>	<u>Redirect To/From Salaries</u>	<u>To/From Depts.</u>	<u>2019-20</u>
898	Homebound Teachers	7,568					7,568
895	Special Education	366,823					366,823
	<b>Extracurricular:</b>						
873	Athletics	1,470,000					1,470,000
876	Physical Education	25,000					25,000
885	Fine Arts	721,600					721,600
	<b>Facilities:</b>						
935	Facilities Services	70,704					70,704
936	Facilities	1,912,485					1,912,485
937	Custodial	726,695					726,695
	<b>Mgmt Info Services:</b>						
946	Network Technology Svcs	1,124,243				540,197	1,664,440
947	Technological Support	175,115				2,340	177,455
948	Technology Education	588,384				(588,384)	
949	Management Info Services	382,506				634,314	1,016,820
957	Technology Services	183,035				(89,292)	93,743
953	Graphics	625,000					625,000
896	IRC	40,560					40,560
	<b>Student Services:</b>						
812	Student Services	13,250					13,250
850	Counseling Services	35,000					35,000
940	Transportation	1,061,000					1,061,000
940	Transportation-Bus purchases	750,000					750,000
956	Security	166,738					166,738
961	Health Services	34,293					34,293
962	Attendance Officers	10,887					10,887

George - mandated program

Priest  
Priest  
Newton

Loper  
Grant  
Ross

Jacks  
Jacks  
Bogue  
Bogue  
Bogue  
Bogue

J. Johnson  
Jones  
Bagert  
Bagert  
Brown  
Barber  
J. Johnson

TYLER INDEPENDENT SCHOOL DISTRICT  
OPERATING BUDGETS  
2019-2020 BUDGET

<u>Org. #</u>	<u>Department</u>	<u>2018-19</u>	<u>Additions</u>	<u>Reductions</u>	<u>Redirect To/From Salaries</u>	<u>To/From Depts.</u>	<u>2019-20</u>
	Other:						
750	Audit Services	42,400	300				42,700 Per contract
703	Tax Collection	1,892,000	58,595				1,950,595 Per contract
750	Postage machine rental, TASB	27,500					27,500
999	Technology updates	1,000,000		(825)		(499,175)	500,000
999	School Improvement Support	555,777					555,777
999	Security Allotment	325,000					325,000
999	Furniture Allotment	175,000					175,000
999	Camp Tyler Estimated Tuition	425,000					425,000 Teacher stipends, subs also
999	Contingency	225,000					225,000
999	Band uniform replacement		200,000				200,000
999	Special projects/curriculum		854,845				854,845
999	Crossing Guard Contract-COT	235,000					235,000 Per contract
999	East Texas Alarm-annual service	75,000					75,000 Per contract
999	SHARS Administration fee	185,000					185,000 Per contract
999	Juvenile Attention Center tuition	65,000					65,000 TISD Share of tuition-estimated
894	Deaf Education Tuition-RDSFD	400,000					400,000 TISD Share of tuition-estimated
999	Property & Casualty Insurance	950,000					950,000 Per contract-estimated
999	Travel/cocurricular trans. Fund	(550,000)					(550,000)
	Utilities	4,380,000					4,380,000
		<u>24,180,206</u>	<u>1,113,740</u>	<u>(825)</u>			<u>25,293,121</u>

**Tyler Independent School District  
General Operating Revenue Projection  
2019-2020**

	<b>Projected 19-20</b>	<b>Adjusted 18-19</b>	<b>(decr) incr</b>	<b>Original 19-20</b>
5719 Property Taxes-P&I	1,225,000	1,225,000	0	1,225,000
5729 Transportation Revenue	2,500	5,000	(2,500)	5,000
5739 Tuition-Summer School/PreK	230,000	280,000	30,000	200,000
5742 Interest income - general fund regular	1,500,000	1,465,000	400,000	1,100,000
5743 Rental-Caldwell	65,000	65,000	10,000	55,000
5743 Rental-Other District Facilities	25,000	25,000	0	25,000
5743 Rental-Mike Carter	18,500	18,000	3,500	15,000
5749 Miscellaneous	20,000	20,000	0	20,000
5749 Oil & Gas	5,000	5,000	0	5,000
5752 Athletic Activities	215,000	220,000	0	215,000
5759 Printshop Revenue	6,500	8,500	(2,000)	8,500
5769 Attendance Fines	0	0	(500)	500
5811 State Revenue - Available School Fund	4,154,339	7,714,993	(3,353,447)	7,507,786
5812 State Revenue - Foundation School Fund	52,067,898	37,000,000	15,079,108	36,988,790
5831 TRS on Behalf	7,775,000	7,025,000	750,000	7,025,000
5929 Indirect Cost Reimbursement-Federal Grants	375,000	375,000	0	375,000
5931 SHARS	2,250,000	2,550,000	(300,000)	2,550,000
5949 Indirect Cost Reimbursement - Direct Fed Grants	80,000	100,000	0	80,000
5949 E Rate Reimbursement	361,000	361,000	0	361,000
7912 Proceeds from Sale of Real and Personal Property	0	0	0	0
7915 Transfer from Playoff Fund for Turf repayment	85,000	85,000	0	85,000
7915 Transfer from Food Service/Other	300,000	300,000	0	300,000
	<b>70,760,737</b>	<b>58,847,493</b>	<b>12,614,161</b>	<b>58,146,576</b>
5711 Current year Property Tax Levy	<b>92,402,324</b>	<b>94,210,962</b>	<b>(1,808,638)</b>	<b>94,210,962</b>
	<b>163,163,062</b>	<b>153,058,455</b>	<b>10,805,524</b>	<b>152,357,538</b>

CPTD value	8,554,709,473	
Local Revenue	96,099,824	58.90%
State Revenue	63,997,237	39.22%
Federal Revenue	3,066,000	1.88%
	163,163,062	

**TISD  
CALCULATION OF CY LEVY  
2019-2020**

Net Taxable Value		<b>4.4% increase</b>	8,554,709,473
Divided by 100			85,547,095
Collection rate		0.995	85,119,360
	Current year rate		
Tax rate M&O	1.04	<b>0.97</b>	82,565,779
Over 65 and disabled levy			9,836,545
Total M&O			<u>92,402,324</u>
Tax rate I&S	0.365	<b>0.365</b>	31,068,566
Over 65 and disabled levy			3,701,381
Total I&S			<u>34,769,947</u>
Total rate	1.405	<b>1.3350</b>	
Increase/Decrease from PY		<b>-0.0700</b>	
Over 65 and disabled levy			13,537,926

Current Levy                    127,172,272

<b>Tyler ISD</b>	
<b>2019-2020 Proposed Budget</b>	
<b>Proposed Reductions/Increases</b>	<b>Dollar Impact</b>
<b>Revenue Accounts</b>	
State Funding increase (decrease)	11,725,661
Property tax decrease (based on tax rate decrease)	(1,808,638)
Increase in district rental revenue	13,500
Decrease in Federal reimbursements	(300,000)
Increase in TRS on behalf	750,000
Increase in Interest income	400,000
Increase in preK tuition revenue	30,000
Other miscellaneous	(5,000)
<b>Net Increase (Decrease) in Revenue</b>	<b>10,805,524</b>
<b>Payroll and Benefits Expenditures</b>	
Raise for employees	6,000,000
Director of Safety and Security	75,000
Increase in instructional specialists positions for early literacy	110,000
Increase in AP interns at elementary level due to campus size (3)	180,000
Increase in special education staffing for increased counts	250,000
Increase in number of Prek classrooms	400,000
Position in athletics for middle school/youth sports	70,000
Increase in stipends for early literacy teams/various	200,000
Salary schedule adjustments	285,000
Increase in overtime requirements for rentals	30,450
Increase in substitute expense	100,000
Decrease in unemployment compensation	(25,000)
Increase in TRS and TRS on behalf	975,000
Increase in Health insurance maximum	450,000
	<b>9,100,450</b>
<b>Instruction and Instructional Support</b>	
Campus allotment decrease	(15,037)
Expansion of Rose City Summer Camps	500,000
Band uniform purchase schedule for Summer 2020	200,000
Special projects/Curriculum	854,845
Miscellaneous decrease	(825)
	<b>1,538,983</b>
<b>Other Departmental Budgets</b>	
Increase in audit contract	300
Tax assessment and collection services increase	58,595
Increase in Transfer to Preventive Maintenance Fund	107,196
	<b>166,091</b>
<b>Total Expenditure Increases (net)</b>	<b>10,805,524</b>
<b>Remaining to Budget (Reduce)</b>	<b>(0)</b>

Subject: Board Meeting Date for Purpose of Adopting Budget and Proposed Tax Rate

BACKGROUND INFORMATION

The Texas Education Code, Sections 44.001-44.006, contains procedures and requirements for adopting the budget and tax rate. The Code states that after the proposed budget is prepared, the board president must call a board meeting for the purpose of adopting the budget. The other requirement is that a “Notice of Public Meeting to Discuss Budget and Proposed Tax Rate” must be published at least ten but not more than thirty days before the meeting.

This notification of the meeting to discuss the budget and the proposed tax rate will list the proposed tax rate based on administrative recommendations of \$1.335. The “proposed tax rate” used in the publication “Notice of Public Meeting to Discuss Budget and Proposed Tax Rate” must be formally adopted by the Board.

ADMINISTRATIVE RECOMMENDATION

The administration recommends that the Board meeting date for the purpose of adopting the budget and the proposed tax rate be set for August 19, 2019. It is also recommended that the “proposed tax rate” of \$1.335 be used in the publication “Notice of Public Meeting to Discuss Budget and Proposed Tax Rate” be approved by the Board.

ACTION REQUIRED

Board Approval

CONTACT PERSON

Tosha Bjork

08-06-19



Subject: Approval of Proposed Budget and Expenditures for State Compensatory Education Funds for 2019-2020 School Year

### BACKGROUND INFORMATION

Pursuant to Texas Education Code, Chapter 45.152 the district is entitled to an annual allotment for any student who is educationally disadvantaged. Monies allocated under this section must be used to fund supplemental programs and services designed to eliminate a disparity in performance on or high school completion rates between at risk students (students who are at risk of dropping out of school based on a variety of indicators) and students who are not considered at risk.

The state has specific parameters restricting the use of compensatory education funds. Compensatory funds must be used for at least one of the following:

- Provide intensive or accelerated instruction
- Provide disciplinary alternative education
- Pay costs associated with placing students in juvenile justice alternative education program
- Support a program eligible under Title 1
- Supplement the regular education program

Tyler ISD received approximately \$7,570,000 for state compensatory education (SCE) for the 2018-2019 academic year. The funds were spent on the following, which aligns with the approved list:

#### **Supplemental Programs**

- RISE
- JJAEP Tuition
- Tyler ISD DAEP
- Summer School Programs such as Credit Recovery, Student Success Initiatives, Bridge Programs, and Rose City Summer Camps

#### **Supplemental Staff:**

- Fourteen (14) ESL Intervention Specialists (Middle School and High School)
- Five (5) Positive Behavior Support Specialists
- Twelve (12) Campus Staff – RISE
- Nineteen (19) Campus staff at Tyler ISD DAEP
- Five (5) Instructional Specialists – All Grade Levels
- Two (2) Homebound Teachers
- Seventeen (17) Master Teachers – Elementary Campuses
- Nine (9) Master Teachers – Middle School Campuses
- Five (5) Student Service Officers and Support Staff

- Three (3) additional staff for various campuses (above staffing plan)
- Teaching staff for SSI and Targeted Instructional Classes – High School
- Various Instructional Aides to support classroom instruction

### ADMINISTRATIVE CONSIDERATION

The State Compensatory Education funding project for 2019-2020 is approximately \$10,450,000. Upon analysis of student, campus and district-level data, and in consideration of alignment with the Tyler ISD district plan, Administration recommends the following allocation of the SCE funds:

#### **Supplemental Programs**

- RISE
- JJAEP Tuition
- Tyler ISD DAEP
- Summer School Programs such as Credit Recovery, Student Success Initiatives, and Bridge Programs
- Other innovative campus initiatives

#### **Supplemental Staff:**

- Fourteen (14) ESL Intervention Specialists (Middle School and High School)
- Five (5) Positive Behavior Support Specialists
- Thirteen (13) Campus Staff – RISE
- Nineteen (19) Campus staff at Tyler ISD DAEP
- Seven (7) Instructional Specialists – All Grade Levels
- Two (2) Homebound Teachers
- Seventeen (17) Master Teachers – Elementary Campuses
- Nine (9) Master Teachers – Middle School Campuses
- Five (5) Student Service Officers and Support Staff
- Six (6) additional support staff for various campuses (above staffing plan)
- Teaching staff for SSI and Targeted Instructional Classes – High School
- Various Instructional Aides to support classroom instruction

### ADMINISTRATIVE RECOMMENDATION

The Administration recommends the Board approve the proposed budget and expenditures of State Compensatory Education Funds for the 2019-2020 school year.

ACTION REQUIRED

Board Approval

CONTACT PERSON

Rawly Sanchez

08-06-19

Subject: Tyler ISD Medical Benefit Plan – Employee Premium Rate Changes for Plan Year 2019-2020

### BACKGROUND INFORMATION

In a health care environment that has seen medical care inflation outpacing all other sectors of the United States economy, the Tyler ISD Medical Benefit Plan (“Plan”) has continued to financially outperform TRS Active Care Plans, in which approximately 90% of the Texas Schools are participating.

In the current Plan Year 2018-2019, there was no increase in premiums from the prior Plan Year 2017-2018 due to the change in network providers to the CHRISTUS Trinity Mother Frances Health System.

To keep the Plan on solid financial footing for the upcoming plan year, October 1, 2019 through September 30, 2020, an approximate five percent increase in the Tyler ISD Health Plan premium rate is recommended. Even with the proposed rate increase, the Tyler ISD premium rates will be significantly below premium rates of TRS-Active Care Plans when compared to similar Tyler ISD medical benefit plans and thus will continue to be a positive recruiting advantage. A comparison of the plans is included.

### ADMINISTRATIVE CONSIDERATION

Tyler ISD Administration and the Insurance Committee have reviewed, analyzed and deliberated the implications of premium changes and have determined that increasing premiums is necessary for the upcoming plan year. Since many of TISD contracted provider rates are tied to a factor of fixed Medicare rates that increase over the years, the TISD health plan costs also increase. Therefore, a five percent premium rate increase seems appropriate.

The projected financial impact of the proposed premium rate increases for Plans A, B, & HD would generate approximately \$330,228 of new revenue for the Plan in 2019-2020.

### ADMINISTRATIVE RECOMMENDATION

The administration recommends the Board approve the proposed employee premium rate increase for Plans A, B and HD for the coming Plan year 2019-2020.

### ACTION REQUIRED

Board Approval

### CONTACT PERSONS

Tosha Bjork  
Jill Fondren

08-19-19

Proposed Tyler ISD Plan Premium Rates Compared to TRS-Active Care

Tyler ISD Plan A Compared to TRS-AC Plan-2

Tyler ISD Plan A Coverage Tiers	TRS-AC-2 Monthly Premium 2019-2020	Tyler ISD Plan A Current Monthly Premium 2018-2019	Tyler ISD Plan A Proposed Monthly Premium 2019-2020	Annual \$ Difference Between TRS-AC 2 & TISD Proposed Plan A 2019-2020	Annual % Difference Between TRS-AC 2 & TISD Proposed Plan A 2019-2020
EE Only	\$852.00	\$300.00	\$315.00	\$6,444.00	170%
EE & Spouse	\$2,020.00	\$660.00	\$693.00	\$15,923.00	191%
EE & Child(ren)	\$1,267.00	\$530.00	\$557.00	\$8,520.00	127%
EE & Family	\$2,389.00	\$908.00	\$954.00	\$17,220.00	150%

\* TRS Active Care & TISD Premiums are reduced by the District Contributions

Tyler ISD Plan B Compared to TRS-AC Select Plan

Tyler ISD Plan B Coverage Tiers	TRS-AC-Select Monthly Premium 2019-2020	Tyler ISD Plan B Current Monthly Premium 2018-2019	Tyler ISD Plan B Proposed Monthly Premium 2019-2020	Annual \$ Difference Between TRS-AC Select & TISD Proposed Plan B 2019-2020	Annual % Difference Between TRS-AC Select & TISD Proposed Plan B 2019-2020
EE Only	\$556.00	\$183.00	\$193.00	\$4,356.00	188%
EE & Spouse	\$1,367.00	\$447.00	\$470.00	\$10,764.00	191%
EE & Child(ren)	\$902.00	\$360.00	\$378.00	\$6,288.00	139%
EE & Family	\$1,718.00	\$636.00	\$668.00	\$12,600.00	157%

\* TRS Active Care & TISD Premiums are reduced by the District Contributions

Tyler ISD HD Plan Compared to TRS-AC HD Plan

Tyler ISD Plan HD Coverage Tiers	TRS-AC-HD Monthly Premium 2019-2020	Tyler ISD Plan HD Current Monthly Premium 2018-2019	Tyler ISD Plan HD Proposed Monthly Premium 2019-2020	Annual \$ Difference Between TRS-AC HD & TISD Proposed Plan HD 2019-2020	Annual % Difference Between TRS-AC HD & TISD Proposed Plan HD 2019-2020
EE Only	\$378.00	\$95.00	\$102.00	\$3,312.00	271%
EE & Spouse	\$1,066.00	\$390.00	\$410.00	\$7,872.00	160%
EE & Child(ren)	\$722.00	\$282.00	\$297.00	\$5,100.00	143%
EE & Family	\$1,415.00	\$560.00	\$588.00	\$9,924.00	141%

\* TRS Active Care & TISD Premiums are reduced by the District Contributions

Subject: Approval of Compensation Structure for 2019-2020

BACKGROUND INFORMATION

The passage of HB 3 included funding for required increases in compensation for teachers, nurses, and counselors, along with a required increase for other employees other than administrators.

ADMINISTRATIVE CONSIDERATION

The District made a concerted effort to exceed the required amount of raise given to teachers, nurses, counselors and other employees. Teachers will receive a raise of \$2,500 if they are entering their 1<sup>st</sup> to 5<sup>th</sup> year; \$4,000 if they are entering their 6<sup>th</sup> to 20<sup>th</sup> year; and finally, \$3,000 for any teacher with over 20 years of experience. In addition, the new starting salary for teachers will be \$44,250. The employees other than administrators will receive a raise of 6% of the midpoint for their paygrade.

Also, the District is providing an increase of 4% of the midpoint of the paygrade for administrators. At the same time, the pay tables for all employees other than teachers, nurses, and counselors were reviewed, and adjustments were made to the minimum and the maximum of each pay grade in order to reflect market adjustments. The last time the District adjusted the pay tables was at least 5 years ago.

ADMINISTRATIVE RECOMMENDATION

The administration recommends that the Board approve the attached compensation structures for 2019-2020.

ACTION REQUIRED

Board Approval

CONTACT PERSONS

Tosha Bjork

08-06-19

## Summary of Changes

### Pay Increases

	<u>Years of Service</u>		<u>Increase</u>
Teachers	1 - 5	\$	2,500
Teachers	6 - 20	\$	4,000
Teachers	Above 20	\$	3,000

### All Other Pay Increases

Administrative & Professional	4%
Annualized Hourly	6%
Manual Trades	6%

### Pay Table Increases

The minimum pay and maximum pay on Pay Range Tables for Salaried, Annualized Hourly and Manual Trades were increased.

	<u>Minimum</u>	<u>Maximum</u>
Administrative & Professional	2%	2%
Annualized Hourly	4%	4%
Manual Trades	4%	4%

The midpoint is calculated by averaging the minimum and maximum together.

**TYLER INDEPENDENT SCHOOL DISTRICT  
SALARY RANGE - TEACHERS**

<b>Pay Scale Effective FY2019-2020</b>	
Minimum	\$44,250
Mid-Point	\$54,625
	\$65,000

Salaries listed above are based on 10-month employment.

This salary plan is for the 2019-20 school year only.  
It does not represent salaries for future years.

Salary advancement is based on the annual pay raise  
budget approved by the Board of Trustees each year.



## ADMINISTRATIVE/PROFESSIONAL PAY RANGES

For the 2019-2020 School Year

### Annual Salary Based on 187 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 4% of Midpoint
1	\$ 37,870	\$ 46,492	\$ 55,114	\$ 1,860
2	\$ 41,652	\$ 50,672	\$ 59,692	\$ 2,027
3	\$ 47,901	\$ 58,584	\$ 69,267	\$ 2,343
4	\$ 51,254	\$ 62,626	\$ 73,998	\$ 2,505
5	\$ 54,844	\$ 68,302	\$ 81,760	\$ 2,732
6	\$ 58,683	\$ 72,719	\$ 86,755	\$ 2,909
7	\$ 63,157	\$ 78,661	\$ 94,164	\$ 3,146
8	\$ 72,630	\$ 90,502	\$ 108,375	\$ 3,620
9	\$ 83,525	\$ 114,163	\$ 144,801	\$ 4,567

### Annual Salary Based on 192 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 4% of Midpoint
1	\$ 38,883	\$ 47,735	\$ 56,587	\$ 1,909
2	\$ 42,766	\$ 52,027	\$ 61,288	\$ 2,081
3	\$ 49,182	\$ 60,150	\$ 71,119	\$ 2,406
4	\$ 52,624	\$ 64,300	\$ 75,977	\$ 2,572
5	\$ 56,310	\$ 70,128	\$ 83,946	\$ 2,805
6	\$ 60,252	\$ 74,663	\$ 89,074	\$ 2,987
7	\$ 64,846	\$ 80,764	\$ 96,682	\$ 3,231
8	\$ 74,572	\$ 92,922	\$ 111,272	\$ 3,717
9	\$ 85,759	\$ 117,216	\$ 148,673	\$ 4,689

### Annual Salary Based on 197 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 4% of Midpoint
1	\$ 39,895	\$ 48,978	\$ 58,061	\$ 1,959
2	\$ 43,880	\$ 53,382	\$ 62,884	\$ 2,135
3	\$ 50,463	\$ 61,717	\$ 72,971	\$ 2,469
4	\$ 53,995	\$ 65,975	\$ 77,955	\$ 2,639
5	\$ 57,777	\$ 71,954	\$ 86,132	\$ 2,878
6	\$ 61,821	\$ 76,608	\$ 91,394	\$ 3,064
7	\$ 66,535	\$ 82,867	\$ 99,200	\$ 3,315
8	\$ 76,514	\$ 95,342	\$ 114,170	\$ 3,814
9	\$ 87,992	\$ 120,268	\$ 152,544	\$ 4,811

## ADMINISTRATIVE/PROFESSIONAL PAY RANGES

For the 2019-2020 School Year

### Annual Salary Based on 204 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 4% of Midpoint
1	\$ 41,313	\$ 50,718	\$ 60,124	\$ 2,029
2	\$ 45,439	\$ 55,279	\$ 65,118	\$ 2,211
3	\$ 52,256	\$ 63,910	\$ 75,564	\$ 2,556
4	\$ 55,913	\$ 68,319	\$ 80,725	\$ 2,733
5	\$ 59,830	\$ 74,511	\$ 89,192	\$ 2,980
6	\$ 64,018	\$ 79,330	\$ 94,642	\$ 3,173
7	\$ 68,899	\$ 85,812	\$ 102,725	\$ 3,432
8	\$ 79,232	\$ 98,730	\$ 118,227	\$ 3,949
9	\$ 91,118	\$ 124,542	\$ 157,965	\$ 4,982

### Annual Salary Based on 214 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 4% of Midpoint
1	\$ 43,338	\$ 53,205	\$ 63,071	\$ 2,128
2	\$ 47,666	\$ 57,988	\$ 68,311	\$ 2,320
3	\$ 54,817	\$ 67,043	\$ 79,268	\$ 2,682
4	\$ 58,654	\$ 71,668	\$ 84,682	\$ 2,867
5	\$ 62,763	\$ 78,164	\$ 93,564	\$ 3,127
6	\$ 67,156	\$ 83,219	\$ 99,281	\$ 3,329
7	\$ 72,276	\$ 90,018	\$ 107,760	\$ 3,601
8	\$ 83,116	\$ 103,569	\$ 124,022	\$ 4,143
9	\$ 95,585	\$ 130,647	\$ 165,708	\$ 5,226

### Annual Salary Based on 219 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 4% of Midpoint
1	\$ 44,350	\$ 54,448	\$ 64,545	\$ 2,178
2	\$ 48,780	\$ 59,343	\$ 69,907	\$ 2,374
3	\$ 56,098	\$ 68,609	\$ 81,120	\$ 2,744
4	\$ 60,024	\$ 73,343	\$ 86,661	\$ 2,934
5	\$ 64,229	\$ 79,990	\$ 95,750	\$ 3,200
6	\$ 68,725	\$ 85,163	\$ 101,600	\$ 3,407
7	\$ 73,965	\$ 92,121	\$ 110,278	\$ 3,685
8	\$ 85,058	\$ 105,989	\$ 126,920	\$ 4,240
9	\$ 97,818	\$ 133,699	\$ 169,580	\$ 5,348

## ADMINISTRATIVE/PROFESSIONAL PAY RANGES

For the 2019-2020 School Year

Annual Salary Based on 226 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 4% of Midpoint
1	\$ 45,768	\$ 56,188	\$ 66,608	\$ 2,248
2	\$ 50,339	\$ 61,240	\$ 72,141	\$ 2,450
3	\$ 57,891	\$ 70,802	\$ 83,713	\$ 2,832
4	\$ 61,943	\$ 75,687	\$ 89,431	\$ 3,027
5	\$ 66,282	\$ 82,547	\$ 98,811	\$ 3,302
6	\$ 70,922	\$ 87,885	\$ 104,848	\$ 3,515
7	\$ 76,329	\$ 95,066	\$ 113,803	\$ 3,803
8	\$ 87,777	\$ 109,377	\$ 130,977	\$ 4,375
9	\$ 100,945	\$ 137,973	\$ 175,000	\$ 5,519

## CLERICAL/TECHNICAL PAY RANGES

For the 2019-2020 School Year

### Hourly Rates

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 9.97	\$ 12.47	\$ 14.96	\$ 0.75
2	\$ 10.76	\$ 13.46	\$ 16.15	\$ 0.81
3	\$ 11.85	\$ 14.81	\$ 17.77	\$ 0.89
4	\$ 13.62	\$ 17.03	\$ 20.44	\$ 1.02
5	\$ 14.99	\$ 18.73	\$ 22.47	\$ 1.12
6	\$ 16.30	\$ 20.37	\$ 24.44	\$ 1.22
7	\$ 18.24	\$ 22.81	\$ 27.38	\$ 1.37
8	\$ 21.54	\$ 26.92	\$ 32.29	\$ 1.61

### Annual Salary Based on 185 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 14,756	\$ 18,448	\$ 22,141	\$ 1,106.88
2	\$ 15,925	\$ 19,913	\$ 23,902	\$ 1,194.78
3	\$ 17,538	\$ 21,919	\$ 26,300	\$ 1,315.14
4	\$ 20,158	\$ 25,204	\$ 30,251	\$ 1,512.24
5	\$ 22,185	\$ 27,720	\$ 33,256	\$ 1,663.20
6	\$ 24,124	\$ 30,148	\$ 36,171	\$ 1,808.88
7	\$ 26,995	\$ 33,759	\$ 40,522	\$ 2,025.54
8	\$ 31,879	\$ 39,834	\$ 47,789	\$ 2,390.04

### Annual Salary Based on 188 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 14,995	\$ 18,747	\$ 22,500	\$ 1,124.82
2	\$ 16,183	\$ 20,236	\$ 24,290	\$ 1,214.16
3	\$ 17,822	\$ 22,274	\$ 26,726	\$ 1,336.44
4	\$ 20,484	\$ 25,613	\$ 30,742	\$ 1,536.78
5	\$ 22,545	\$ 28,170	\$ 33,795	\$ 1,690.20
6	\$ 24,515	\$ 30,636	\$ 36,758	\$ 1,838.16
7	\$ 27,433	\$ 34,306	\$ 41,180	\$ 2,058.36
8	\$ 32,396	\$ 40,480	\$ 48,564	\$ 2,428.80

## CLERICAL/TECHNICAL PAY RANGES

For the 2019-2020 School Year

### Annual Salary Based on 192 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 15,314	\$ 19,146	\$ 22,979	\$ 1,148.76
2	\$ 16,527	\$ 20,667	\$ 24,806	\$ 1,240.02
3	\$ 18,202	\$ 22,748	\$ 27,295	\$ 1,364.88
4	\$ 20,920	\$ 26,158	\$ 31,396	\$ 1,569.48
5	\$ 23,025	\$ 28,769	\$ 34,514	\$ 1,726.14
6	\$ 25,037	\$ 31,288	\$ 37,540	\$ 1,877.28
7	\$ 28,017	\$ 35,036	\$ 42,056	\$ 2,102.16
8	\$ 33,085	\$ 41,341	\$ 49,597	\$ 2,480.46

### Annual Salary Based on 195 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 15,553	\$ 19,445	\$ 23,338	\$ 1,166.70
2	\$ 16,786	\$ 20,990	\$ 25,194	\$ 1,259.40
3	\$ 18,486	\$ 23,104	\$ 27,721	\$ 1,386.24
4	\$ 21,247	\$ 26,567	\$ 31,886	\$ 1,594.02
5	\$ 23,384	\$ 29,219	\$ 35,053	\$ 1,753.14
6	\$ 25,428	\$ 31,777	\$ 38,126	\$ 1,906.62
7	\$ 28,454	\$ 35,584	\$ 42,713	\$ 2,135.04
8	\$ 33,602	\$ 41,987	\$ 50,372	\$ 2,519.22

### Annual Salary Based on 200 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 15,952	\$ 19,944	\$ 23,936	\$ 1,196.64
2	\$ 17,216	\$ 21,528	\$ 25,840	\$ 1,291.68
3	\$ 18,960	\$ 23,696	\$ 28,432	\$ 1,421.76
4	\$ 21,792	\$ 27,248	\$ 32,704	\$ 1,634.88
5	\$ 23,984	\$ 29,968	\$ 35,952	\$ 1,798.08
6	\$ 26,080	\$ 32,592	\$ 39,104	\$ 1,955.52
7	\$ 29,184	\$ 36,496	\$ 43,808	\$ 2,189.76
8	\$ 34,464	\$ 43,064	\$ 51,664	\$ 2,583.84

## CLERICAL/TECHNICAL PAY RANGES

For the 2019-2020 School Year

### Annual Salary Based on 205 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 16,351	\$ 20,443	\$ 24,534	\$ 1,226.58
2	\$ 17,646	\$ 22,066	\$ 26,486	\$ 1,323.96
3	\$ 19,434	\$ 24,288	\$ 29,143	\$ 1,457.28
4	\$ 22,337	\$ 27,929	\$ 33,522	\$ 1,675.74
5	\$ 24,584	\$ 30,717	\$ 36,851	\$ 1,843.02
6	\$ 26,732	\$ 33,407	\$ 40,082	\$ 2,004.42
7	\$ 29,914	\$ 37,408	\$ 44,903	\$ 2,244.48
8	\$ 35,326	\$ 44,141	\$ 52,956	\$ 2,648.46

### Annual Salary Based on 214 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 17,069	\$ 21,340	\$ 25,612	\$ 1,280.40
2	\$ 18,421	\$ 23,035	\$ 27,649	\$ 1,382.10
3	\$ 20,287	\$ 25,355	\$ 30,422	\$ 1,521.30
4	\$ 23,317	\$ 29,155	\$ 34,993	\$ 1,749.30
5	\$ 25,663	\$ 32,066	\$ 38,469	\$ 1,923.96
6	\$ 27,906	\$ 34,873	\$ 41,841	\$ 2,092.38
7	\$ 31,227	\$ 39,051	\$ 46,875	\$ 2,343.06
8	\$ 36,876	\$ 46,078	\$ 55,280	\$ 2,764.68

### Annual Salary Based on 226 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 18,026	\$ 22,537	\$ 27,048	\$ 1,352.22
2	\$ 19,454	\$ 24,327	\$ 29,199	\$ 1,459.62
3	\$ 21,425	\$ 26,776	\$ 32,128	\$ 1,606.56
4	\$ 24,625	\$ 30,790	\$ 36,956	\$ 1,847.40
5	\$ 27,102	\$ 33,864	\$ 40,626	\$ 2,031.84
6	\$ 29,470	\$ 36,829	\$ 44,188	\$ 2,209.74
7	\$ 32,978	\$ 41,240	\$ 49,503	\$ 2,474.40
8	\$ 38,944	\$ 48,662	\$ 58,380	\$ 2,919.72

## MANUAL TRADES PAY RANGES

For the 2019-2020 School Year

### Hourly Rates

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 9.55	\$ 11.94	\$ 14.32	\$ 0.72
2	\$ 10.31	\$ 12.89	\$ 15.46	\$ 0.77
3	\$ 12.07	\$ 15.09	\$ 18.10	\$ 0.91
4	\$ 13.27	\$ 16.60	\$ 19.92	\$ 1.00
5	\$ 14.33	\$ 17.92	\$ 21.51	\$ 1.08
6	\$ 15.48	\$ 19.35	\$ 23.22	\$ 1.16
7	\$ 16.72	\$ 20.90	\$ 25.07	\$ 1.25
8	\$ 18.54	\$ 23.18	\$ 27.82	\$ 1.39

### Annual Salary Based on 183 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 13,981	\$ 17,473	\$ 20,964	\$ 1,048.38
2	\$ 15,094	\$ 18,864	\$ 22,633	\$ 1,131.84
3	\$ 17,670	\$ 22,084	\$ 26,498	\$ 1,325.04
4	\$ 19,427	\$ 24,295	\$ 29,163	\$ 1,457.70
5	\$ 20,979	\$ 26,235	\$ 31,491	\$ 1,574.10
6	\$ 22,663	\$ 28,328	\$ 33,994	\$ 1,699.68
7	\$ 24,478	\$ 30,590	\$ 36,702	\$ 1,835.40
8	\$ 27,143	\$ 33,936	\$ 40,728	\$ 2,036.16

### Annual Salary Based on 187 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 14,287	\$ 17,855	\$ 21,423	\$ 1,071.30
2	\$ 15,424	\$ 19,276	\$ 23,128	\$ 1,156.56
3	\$ 18,057	\$ 22,567	\$ 27,078	\$ 1,354.02
4	\$ 19,852	\$ 24,826	\$ 29,800	\$ 1,489.56
5	\$ 21,438	\$ 26,808	\$ 32,179	\$ 1,608.48
6	\$ 23,158	\$ 28,948	\$ 34,737	\$ 1,736.88
7	\$ 25,013	\$ 31,259	\$ 37,505	\$ 1,875.54
8	\$ 27,736	\$ 34,677	\$ 41,619	\$ 2,080.62

**MANUAL TRADES PAY RANGES**  
For the 2019-2020 School Year

**Annual Salary Based on 188 Work Days**

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 14,363	\$ 17,950	\$ 21,537	\$ 1,077.00
2	\$ 15,506	\$ 19,379	\$ 23,252	\$ 1,162.74
3	\$ 18,153	\$ 22,688	\$ 27,222	\$ 1,361.28
4	\$ 19,958	\$ 24,959	\$ 29,960	\$ 1,497.54
5	\$ 21,552	\$ 26,952	\$ 32,351	\$ 1,617.12
6	\$ 23,282	\$ 29,102	\$ 34,923	\$ 1,746.12
7	\$ 25,147	\$ 31,426	\$ 37,705	\$ 1,885.56
8	\$ 27,884	\$ 34,863	\$ 41,841	\$ 2,091.78

**Annual Salary Based on 204 Work Days**

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 15,586	\$ 19,478	\$ 23,370	\$ 1,168.68
2	\$ 16,826	\$ 21,028	\$ 25,231	\$ 1,261.68
3	\$ 19,698	\$ 24,619	\$ 29,539	\$ 1,477.14
4	\$ 21,657	\$ 27,083	\$ 32,509	\$ 1,624.98
5	\$ 23,387	\$ 29,245	\$ 35,104	\$ 1,754.70
6	\$ 25,263	\$ 31,579	\$ 37,895	\$ 1,894.74
7	\$ 27,287	\$ 34,101	\$ 40,914	\$ 2,046.06
8	\$ 30,257	\$ 37,830	\$ 45,402	\$ 2,269.80

**Annual Salary Based on 226 Work Days**

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 17,266	\$ 21,578	\$ 25,891	\$ 1,294.68
2	\$ 18,640	\$ 23,296	\$ 27,952	\$ 1,397.76
3	\$ 21,823	\$ 27,274	\$ 32,725	\$ 1,636.44
4	\$ 23,992	\$ 30,004	\$ 36,015	\$ 1,800.24
5	\$ 25,909	\$ 32,399	\$ 38,890	\$ 1,943.94
6	\$ 27,988	\$ 34,985	\$ 41,982	\$ 2,099.10
7	\$ 30,230	\$ 37,778	\$ 45,327	\$ 2,266.68
8	\$ 33,520	\$ 41,909	\$ 50,299	\$ 2,514.54



**MANUAL TRADES PAY RANGES**

For the 2019-2020 School Year

Annual Salary Based on 232 Work Days

Pay Grade	Minimum	Midpoint	Maximum	2019-2020 Raise 6% of Midpoint
1	\$ 17,725	\$ 22,151	\$ 26,578	\$ 1,329.06
2	\$ 19,135	\$ 23,915	\$ 28,694	\$ 1,434.90
3	\$ 22,402	\$ 27,998	\$ 33,594	\$ 1,679.88
4	\$ 24,629	\$ 30,800	\$ 36,972	\$ 1,848.00
5	\$ 26,596	\$ 33,260	\$ 39,923	\$ 1,995.60
6	\$ 28,731	\$ 35,914	\$ 43,096	\$ 2,154.84
7	\$ 31,032	\$ 38,781	\$ 46,530	\$ 2,326.86
8	\$ 34,410	\$ 43,022	\$ 51,634	\$ 2,581.32

**BUS DRIVERS**  
For the 2019-2020 School Year

**Hourly Rates**

<b>Pay Grade</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>	<b>2019-2020 Raise 6% of Midpoint</b>
<b>Bus Driver</b>	\$ 16.64	\$ 20.67	\$ 24.70	\$ 1.24

**Annual Salary Based on 183 Work Days**

<b>Pay Grade</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>	<b>2019-2020 Raise 6% of Midpoint</b>
<b>Bus Driver</b>	\$ 12,180	\$ 15,130	\$ 18,080	\$ 907.68

**MECHANICS**  
For the 2019-2020 School Year

**Hourly Rates**

<b>Pay Grade</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>	<b>2019-2020 Raise 6% of Midpoint</b>
<b>Mechanics</b>	\$ 18.72	\$ 22.36	\$ 26.00	\$ 1.34

**Annual Salary Based on 226 Work Days**

<b>Pay Grade</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>	<b>2019-2020 Raise 6% of Midpoint</b>
<b>Mechanics</b>	\$ 33,846	\$ 40,427	\$ 47,008	\$ 2,425.61

Subject: Consider the Endorsement for Region 7 Delegate to TASB Board of Directors

BACKGROUND INFORMATION

A vacancy has occurred in the TASB Region 7 Director's position. School Districts have the opportunity to endorse particular candidates if they believe their selection would promote the district's interest and improve communication.

ADMINISTRATIVE RECOMMENDATION

The following individuals are candidates for this position:

Ted Beard	Longview ISD
Carolyn Booker	Westwood ISD

ACTION REQUIRED

The administration recommends a candidate be selected and approved should the board wish to make an endorsement.

CONTACT PERSON

Marty Crawford, Ed. D.

08-06-19

Subject: Competitive Academics Update (End-of-year)

### BACKGROUND INFORMATION

In any educational system, academic competition is very vital for a child's development and the overall learning process. Academic competitions boost the confidence and the morale of the students, while challenging them to give their best effort. Student participation in various kinds of academic competitions helps motivate them and promotes diversity. Competitions inspire children about math, science or any other subject, as well as serve as a great tool in preparing students for their career preferences later in life. Students who choose to participate in academic competitions learn the value of working hard to excel in something.

### ADMINISTRATIVE CONSIDERATION

The presentation will provide an end-of-year review of the competitive academic events in which Tyler ISD students participated during the 2018-2019 school year.

### ACTION REQUIRED

Information only

### CONTACT PERSONS

Rawly Sanchez  
Gary Brown

08-06-19

Subject: Safety and Security Update

BACKGROUND INFORMATION

The safety and security of our schools are a top priority for Tyler ISD. The district continuously strives to improve the policies, procedures, communication and facilities. Tyler ISD has enhanced its security measures including staffing, facility-planning, related equipment and counseling resources.

ADMINISTRATIVE CONSIDERATION

The district has set up working groups, as follows, to monitor and continue to review safety and security measures:

- Cyber/Technology
- Policies/Procedures
- Facilities/Personnel
- Social-Emotional Learning

ACTION REQUIRED

Information only

CONTACT PERSON

Rawly Sanchez

08-06-19

Subject: TASB Localized Policy Update 113 – Local Policies BBE, BDD, BJCD, CI, CO, COA, COB, CRB, EHBAF, FNF

BACKGROUND INFORMATION

TASB Policy and Legal Services regularly monitors federal and state authorities to identify changes in the legal framework for local school district governance and management. Generally, these changes are accumulated into a numbered update, usually encompassing many policy codes.

Local policy replacements, additions, and deletions are listed below.

ADMINISTRATIVE CONSIDERATION

Localized Policy has been reviewed by the district administration to make corrections as needed that reflect the practices of the district and the intentions of the board.

BBE(LOCAL): BOARD MEMBERS AUTHORITY  
**REPLACE POLICY**

BDD(LOCAL): BOARD INTERNAL ORGANIZATION ATTORNEY  
**REPLACE POLICY**

BJCD(LOCAL): SUPERINTENDENT EVALUATION  
**REPLACE POLICY**

CI(LOCAL): SCHOOL PROPERTIES DISPOSAL  
**REPLACE POLICY**

CO(LOCAL): FOOD AND NUTRITION MANAGEMENT  
**REPLACE POLICY**

COA(LOCAL): FOOD AND NUTRITION MANAGEMENT  
PROCUREMENT  
**ADD POLICY**

COB(LOCAL): FOOD AND NUTRITION MANAGEMENT FREE AND  
REDUCED-PRICE MEALS  
**ADD POLICY**

CRB(LOCAL): INSURANCE AND ANNUITIES MANAGEMENT LIABILITY  
INSURANCE  
**DELETE POLICY**

EHBAF(LOCAL): SPECIAL EDUCATION VIDEO/AUDIO MONITORING  
**REPLACE POLICY**

FNF(LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES  
INVESTIGATIONS AND SEARCHES  
**REPLACE POLICY**

ADMINISTRATIVE RECOMMENDATION

The administration recommends that the board review this update as it prepares to incorporate the Local policies into the district's Localized Policy Manual.

ACTON REQUIRED

First Reading

CONTACT PERSON

Marty Crawford, Ed.D.

08-06-19





## (LOCAL) Policy Comparison Packet

This packet is generated by an automated process that compares the updated policy to the district's 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 are not included. If you want to include the text of these policies in the information given to the Board, you may download them from *Policy On Line*.

Annotations are shown as follows.

- *Deletions* are shown in a red strike-through font: ~~deleted text~~.
- *Additions* are shown in a blue, bold font: **new text**.
- Blocks of text that have been *moved* without alteration are shown in green, with double underline and double strike-through formatting to distinguish the text's destination from its origin: ~~moved text~~ becomes moved text.
- *Revision bars* appear in the right margin, as above.

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**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.

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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.

<b>Contact:</b>	<b>School Districts and Education Service Centers</b>	<b>Community Colleges</b>
	<a href="mailto:policy.service@tasb.org">policy.service@tasb.org</a>	<a href="mailto:colleges@tasb.org">colleges@tasb.org</a>
	800.580.7529 512.467.0222	800.580.1488 512.467.3689

**Board Authority**

The Board has final authority to determine and interpret the policies that govern the schools and, subject to the mandates and limits imposed by state and federal authorities, has complete and full control of the District. Board action shall be taken only in meetings that comply with the Open Meetings Act. [See BE(LEGAL)]

**Transacting  
Business**

When a proposal is presented to the Board, the Board shall hold a discussion and reach a decision. Although there may be dissenting votes, which are a matter of public record, each Board decision shall be an action by the whole Board binding upon each member.

**Individual Authority  
for Committing the  
Board**

Board members as individuals shall not exercise authority over the District, its property, or its employees. Except for appropriate duties and functions of the Board President, an individual member may act on behalf of the Board only with the express authorization of the Board. Without such authorization, no individual member may commit the Board on any issue. [See BDAA]

**Individual Access to  
Information**

An individual Board member, acting in his or her official capacity, shall have the right to seek information pertaining to District fiscal affairs, business transactions, governance, and personnel matters, including information that properly may be withheld from members of the public in accordance with the Public Information Chapter of the Government Code. [See GBA]

Limitations

If a Board member is not acting in his or her official capacity, the Board member has no greater right to District records than a member of the public.

An individual Board member shall not have access to confidential student records unless the member is acting in his or her official capacity and has a legitimate educational interest in the records in accordance with policy FL.

A Board member who is denied access to a record under this provision may ask the Board to determine whether the record should be provided or may file a request under the Public Information Act. [See GBAA]

Requests for  
Records

An individual Board member shall seek access to records or request copies of records from the Superintendent or other designated custodian of records, who shall respond within the time frames required by law. When a custodian of records other than the Superintendent provides access to records or copies of records to an individual Board member, the provider shall inform the Superintendent of the records provided.

In accordance with law, the District shall track and report any requests under this provision, including the cost of responding to one

	or more requests by any individual Board member for 200 or more pages of material in a 90-day period.
Requests for Reports	No individual Board member shall direct or require District employees to prepare reports derived from an analysis of information in existing District records or to create a new record compiled from information in existing District records. Directives to the Superintendent or other custodian of records regarding the preparation of reports shall be by Board action.
Confidentiality	At the time a Board member is provided access to <del>confidential</del> records or <del>te</del> -reports <del>that are confidential or otherwise not subject to public disclosure [see GBA], compiled from such records,</del> the Superintendent or other District employee shall advise the Board member of the responsibility to comply with confidentiality requirements <del>and the District's information security controls.</del>
<b>Visits to District Facilities</b>	A Board member shall adhere to any posted requirements for visitors to first report to the main office of a District facility, including a school campus. Visits during the school or business day shall not be permitted if their duration or frequency interferes with the delivery of instruction or District operations. [See also GKC]
<b>Constituent Service</b>	The purpose of the policy shall be to outline a process for Board member service to constituents. Board members must provide service to constituents but shall not involve themselves in problem management.
Purpose	This policy sets forth standards and describes processes. It is the intention of the Board to meet these standards and follow these processes.
Compliance with State Law	The Board and individual Board members shall follow all state laws and regulations regarding the prohibitions of Board involvement in management.
Defining Constituent Service	As elected officials and Trustees acting on behalf of the public, Board members have a responsibility to be accessible to the public and assist citizens with suggestions, questions, or complaints regarding the schools in the District. The following definitions shall apply: <ul style="list-style-type: none"><li>• Constituents are residents of the community who are represented by an elected public school District Board member. Constituents are receivers of public services and/or provide public funds for those services directly or indirectly.</li><li>• Governance is the primary role of the elected District Board member. Governance involves ensuring the delivery of required educational and support services in the District by</li></ul>

providing oversight and policy to the Superintendent regarding those services and desired results. Governance is strategically based guidance and policy focused on effecting system improvement.

- Management is the responsibility of the District Superintendent who is an employee of the Board and operates within District policy established by the Board and all applicable state and federal laws and regulations. Management includes directing staff, allocating resources, administering programs, and providing support services to improve school system effectiveness and successfully achieve District academic objectives.
- Appropriate constituent service is defined as each Board member ensuring that management takes responsibility for helping citizens receive the services the Texas Education Agency intends the District to provide, using the systems and resources provided for those services.
- Inappropriate constituent service is defined as Board member involvement in management or delivery of specific services or desired result, even if the problem is serious and/or the Board member's involvement is minimal. This includes an obligation not to confer special advantage on employees, parents, students, vendors, or any other person or entity outside regular management decision-making processes established by policy or management directive to guarantee fairness and equity.

System for  
Constituent Service

The goal of the District shall be to respond promptly and professionally to any questions or concerns of the public. To this end, the public is encouraged to use published telephone numbers to contact appropriate District personnel regarding issues or questions. Another valuable resource is the [Tyler ISD website](#)<sup>1</sup>, which contains policies, procedures, and the status of various ongoing programs that will often answer many questions. The website also provides access to those who want to send questions and comments directly to the Superintendent using email.

If the above information sources do not provide answers, constituents may contact their respective Board member directly by calling the Superintendent's secretary. As appropriate, such inquiries shall be tracked using a system with the following features:

- A protocol for handling constituent requests for information or assistance;

- A primary contact person in the administration building who shall refer constituent service issue requests to the appropriate administrative personnel; and
- A feedback system so that Board members may know the resolution of requests.

[See BBE(EXHIBIT) for a flowchart tracking the recommended protocol for constituent service requests.]

**Protocol for  
Managing  
Constituent  
Requests**

The assigned District administrative personnel shall respond to the constituent and forward the resolution to the Board Secretary. The Board Secretary shall be responsible for ensuring that the respective Board member is advised of action on the constituent requests.

**Guidelines for  
Responding to  
Constituent  
Requests**

Response to constituent requests shall be managed on a priority basis. The Board Secretary and District staff shall establish priorities considering all requests. The priority in which requests are answered shall be based on the urgency of the specific issue and not the importance of each request. The Board considers all requests to be important and warranting an expedient response. In cases where extensive staff work is required to collect data or research information to respond, an interim response shall be provided to the constituent by the assigned District administrative personnel.

**Policy Coordination  
and Compliance**

The constituent services tracking system shall comply with other local policies and procedures to ensure that complaints by employees, parents, students, or other members of the public are addressed and are in concert with existing policies. [See DGBA, FL, FNG, and GF]

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<sup>1</sup> Tyler ISD website: <http://www.tylerisd.org>

The Board shall retain an attorney or attorneys, as necessary, to serve as the District's legal counsel and ~~representative~~~~representatives~~ in matters requiring legal services. Services to be performed and reasonable ~~fees and expenses~~~~compensation~~ to be paid by the ~~District~~~~Board~~ shall be set forth in ~~writing~~~~a written contract~~ between the Board and the attorney or attorneys.

~~Individual~~~~In accordance with the written contract, individual~~ Board members shall channel legal inquiries through the Superintendent, Board President, or Board's designee, as appropriate, when seeking advice or information from the District's legal counsel.

~~A staff request~~~~Staff shall submit requests~~ for legal advice from the District's legal counsel ~~must be submitted~~ through the Superintendent ~~or designee~~.

~~Advice from legal counsel shall be reported to the Board upon~~~~Upon~~ request of the Board or when deemed necessary by the Superintendent, ~~Board President, or Board's designee~~~~the Superintendent shall report advice from legal counsel~~.

**Evaluation  
Instrument**

~~The instrument used to evaluate the Superintendent shall be based on the Superintendent's job description [see BJA(LOCAL)] and performance goals and shall be adopted by the Board.~~

**Written Evaluation**

The Board shall prepare a written evaluation of the Superintendent at annual or more frequent intervals.

The Board shall furnish the Superintendent with a copy of the completed evaluation and shall discuss its conclusions with the Superintendent in a closed meeting, unless the Superintendent requests that the discussion be open.

**Objectives**

~~The Board shall strive to accomplish the following objectives in conducting the Superintendent's written evaluation:~~

- ~~1. Clarify to the Superintendent his or her role, as seen by the Board.~~
- ~~2. Clarify to Board members the Superintendent's role, according to the Board's written criteria, as expressed in the Superintendent's job description and the District's goals and objectives.~~
- ~~3. Foster an early understanding among new Board members of the evaluation process and the Superintendent's current performance objectives and priorities.~~
- ~~4. Develop and sustain a harmonious working relationship between the Board and the Superintendent.~~
- ~~5. Ensure administrative leadership for excellence in the District.~~

**Informal Evaluation**

The Board may at any time conduct and communicate oral evaluations to augment its written evaluations.

The Superintendent~~Superintendent or designee~~ is authorized to declare District materials, equipment, **personal property such as vehicles**, and supplies to be unnecessary and shall dispose of unnecessary materials, equipment, **personal property such as vehicles**, and supplies for fair market value. If the unnecessary property has no value, the Superintendent~~Superintendent or designee~~ may dispose of such property according to administrative discretion.

**Instructional materials shall be disposed of in accordance with law. [See CMD(LEGAL)]**

**Property**~~Items~~ obtained **with federal funds or as federal surplus** shall be managed **in accordance with**~~according to~~ federal **law**~~regulations~~.



**Food**  
**Donation**~~Donations~~

The Superintendent shall be authorized to develop regulations for the District ~~campuses~~ to donate or otherwise dispose of leftover food in accordance with law.

**Meal Charges**  
State Law

As established by the Board, a student with an exhausted or insufficient balance on his or her meal card or meal account shall be allowed to continue to purchase ~~meals for up to~~ meals for up to five school days for a student in elementary school, up to three school days for a student in middle school, and up to two school days for a student in high school. The Superintendent shall develop administrative regulations for this grace period to address:

1. The District's processes for parent notification during the grace period, including a schedule for repayment; and
2. Whether the student will be limited to certain foods or beverages during this grace period, and, if so, the District's efforts to minimize overt identification of the student.

No fees or interest shall be charged by the District for meals purchased during the grace period.

Federal Law

For each campus that participates in the federal school breakfast or lunch programs under which students may incur a meal charge, the District's administrative regulations shall also address procedures for a student who has insufficient funds to purchase a meal following exhaustion of the grace period described above. The procedures shall address:

1. The parameters under which ~~reimbursable or alternate~~ meals shall be served to the student;
2. The District's efforts to minimize overt identification of the student; and
3. How the District will attempt to collect unpaid debt in order to maintain the financial integrity of the food service account.

**Procurement**

The Superintendent shall oversee the use of federal child nutrition funds to procure appropriate goods and services necessary for providing food service to students and shall develop and enforce financial management systems, internal control procedures, procurement procedures, and other administrative procedures as needed to comply with all state and federal requirements for use of these funds.

[See CO(LEGAL) and COA(LEGAL)]

**Geographic Preference**

The Board delegates to the Superintendent the authority to determine whether the District will apply a geographic preference when procuring unprocessed, locally grown or locally raised agricultural products and to:

1. Specify the types of products for which any geographic preference will be applied; and
2. Define the geographic area to be preferred for each applicable product.

FOOD AND NUTRITION MANAGEMENT  
FREE AND REDUCED-PRICE MEALS

COB  
(LOCAL)

**Community  
Eligibility Provision**

With funds from the federal community eligibility provision (CEP), the District shall provide regular meal service to students at no cost, as authorized by the U.S. Department of Agriculture (USDA). [See COB(LEGAL)]

**Eligibility Appeals**

The District shall provide a hearing process in compliance with USDA requirements for disputes about a student's eligibility for free or reduced-price meal programs. A parent or student may appeal the decision of the hearing official in accordance with FNG(LOCAL).

**Civil Rights  
Complaints**

A person alleging discrimination in school meal programs based on race, color, national origin, sex, age, or disability shall be informed of the procedures and right to file a complaint with the Texas Department of Agriculture (TDA) Food and Nutrition office and the USDA. Complaints received by District personnel shall be forwarded to TDA.

~~INSURANCE AND ANNUITIES MANAGEMENT  
LIABILITY INSURANCE~~

~~CRB  
(LOCAL)~~

~~**Trustees and  
Employees**~~

~~The District shall purchase insurance as provided in CRB(LEGAL) to fund the cost of litigation to protect the District, its employees, and Trustees who are exposed to individual liability by virtue of their official duties. [See CRB(LEGAL)]~~

~~**Tort Claims**~~

~~In addition, the District shall purchase insurance to protect the District and employees from liability under the Tort Claims Act. [See CRB(LEGAL)]~~

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**Note:** Unless otherwise noted, the terms “video recording,” “video surveillance,” and “video monitoring” shall also include any associated audio recordings. In addition, the term “classroom” shall also include other special education settings subject to video and audio recording required by law.

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To promote student safety, the District shall comply with requests for video and audio monitoring of certain self-contained special education classrooms as required by law. Regular or continual monitoring of video recordings shall be prohibited. Video recordings shall not be used for teacher evaluation or monitoring or for any purpose other than the promotion of student safety.

The Superintendent or designee ~~The Superintendent or designee~~ is responsible for coordinating the provision of equipment to campuses in compliance with the law.

The Superintendent shall ensure that administrative regulations are developed to implement this policy.

### Requests

For Following Year

A parent of a student receiving special education services and whose placement for the following school year will be in a self-contained classroom eligible for video surveillance may request [in writing](#) that a video camera be placed in the classroom by the end of the current school year or by the tenth business day after the student’s admission, review, and dismissal (ARD) committee determines the student’s placement, whichever is later. If such a request is made, the campus shall begin operation of the camera by the deadlines in law.

For Current Year

Written requests from a parent, assistant principal, principal, staff member, or the Board shall be submitted and processed in accordance with the procedures in law.

Response

As required by law, the District shall provide a response to the ~~requester~~ [requestor](#) not later than the seventh business day after receipt of the request.

### Notice

Before a camera is activated, the principal shall provide advance written notice to staff on the campus and to parents of the students assigned to or engaging in school activities in the classroom that video and audio surveillance will be conducted in the classroom.

### Installation and Operation

The classroom subject to the request shall begin operation of video surveillance not later than the time frames required in law, except when the District is granted an extension of time.

When the District has installed video cameras in a classroom as required by law, the District shall operate the cameras during the instructional day at all times when **one or more** students are in the classroom. For purposes of this policy, the instructional day shall be defined as the portion of a school day during which instruction is taking place in the classroom.

For the school year in which a campus receives a request for video and audio surveillance, the campus shall continue to operate and maintain any video cameras placed in the classroom for as long as the classroom continues to satisfy the requirements in Education Code 29.022(a). However, the campus may discontinue operation of the video camera during the year if the ~~requester~~ **requester** withdraws the request in writing and no request is submitted to continue the **surveillance**. **Before a camera is deactivated, the principal shall provide advance written notice to staff on the campus and to parents of the students assigned to or engaging in school activities in the classroom that video and audio surveillance will be discontinued in the classroom and of the opportunity to request continued video and audio surveillance.**

Video cameras must be capable of recording video and audio of all areas of the classroom, including a room attached to the classroom used for time out as defined by law. No visual monitoring, other than incidental coverage, shall be conducted of the inside of a bathroom or other area used for ~~toileting or diapering a student or removing or~~ **changing** a student's clothes.

The District shall post notice at the entrance to a classroom in which video cameras are placed stating that video and audio surveillance is conducted in that classroom.

**Retention of Recordings**

Video recordings shall be retained for at least three months after the date of the recording but may be retained for a longer period in accordance with the District's records management program, or as required by law. [See CPC]

**Confidentiality of Recordings**

Video recordings made in accordance with this policy shall be confidential and shall only be ~~released~~ **accessed** or viewed by the individuals and in the limited circumstances permitted by law. The following individuals shall have authority to view video recordings to the extent permitted by the Family Educational Rights and Privacy Act (FERPA):

1. A District employee or a parent of a student who is involved in an alleged incident documented by a recording and reported to the District;

2. Appropriate Department of Family and Protective Services (DFPS) personnel as part of an investigation of alleged abuse or neglect of a child;
3. A peace officer, school nurse, District administrator trained in de-escalation and restraint techniques, or human resource staff member in response to a report of an alleged incident or an investigation of an employee or a report of alleged abuse committed by a student; and
4. Appropriate [Texas Education Agency](#) ~~TEA~~ or State Board for Educator Certification personnel or their agents as part of an investigation.

For purposes of this policy, the term “human resource staff member” shall include the Superintendent or designee, a principal, an assistant principal or other campus administrator, and any supervisory position within the District’s human resources office. If an individual listed in items 2–~~through 4~~, above, believes that a recording shows a violation of District policy or campus procedures, the individual may allow access to the recording by appropriate legal and human resources personnel designated by the District for the purpose of determining whether a policy or procedure has been violated.

Any person who suspects that child abuse or neglect has occurred shall report this suspicion as required by law and District policy. [See FFG]

#### Reporting an Incident

A person alleging that an incident, as defined by law, has occurred in a classroom in which video surveillance is conducted shall file a report on the form provided by the District with the principal as soon as possible after the person suspects the alleged incident. If possible, an incident report form shall be filed within 48 hours of the facts giving rise to the allegation. The principal shall promptly view, or direct an authorized individual to view, the video surveillance footage to identify the relevant portion of the recording. [No later than ten District business days](#) ~~No later than ten District business days~~ after the report is filed, the principal or designee shall respond by notifying the person whether the alleged incident was recorded in the District’s video surveillance footage and shall initiate other steps as required by law, District policy, or local procedures.

#### Complaints

Complaints related to video and audio recordings under this policy shall be filed in accordance with DGBA, FNG, or GF, as applicable. A complainant who is dissatisfied with the outcome of the District’s complaint process may appeal in writing to the commissioner of

education in accordance with Education Code 7.057 and 19 Administrative Code 103.1303. A parent, staff member, or District administrator may request an expedited review in accordance with 19 Administrative Code 103.1303., ~~including requesting an expedited review.~~



**Questioning  
Students**

**District  
officials ~~Interrogation  
s~~**

**~~By Police Officials  
Authorities~~**

~~Administrators, teachers, and other professional personnel~~ may question a student regarding the student's own conduct or the conduct of other students. In the context of school discipline, students may not refuse to answer questions based on ~~have no claim to the~~ right not to incriminate themselves.

For provisions pertaining to student questioning by law enforcement officials or other ~~state or local governmental~~ **lawful** authorities, see GRA(LOCAL).

**District Property  
Desks, Lockers and  
Vehicles**

~~Students have full responsibility for the security of their~~ lockers, District-provided technology, and similar items are the ~~and for vehicles parked on school~~ property of. ~~It is the District and student's responsibility to ensure that lockers and vehicles are locked and that the keys and combinations are~~ provided for student use as a matter of convenience. District property is subject to search or inspection at any time without notice. Students have no expectation of privacy in District property. ~~not given to others.~~ Students shall be fully responsible for the security and contents of District property assigned to them. No student shall ~~not~~ place or, keep in a desk, locker, District-provided technology, or similar item, ~~or maintain~~ any article or material ~~prohibited that is forbidden~~ by law, District policy, or the Student Code of Conduct. Students shall be responsible for any prohibited item found in District property provided to the student.

**Searches in General**

District officials may conduct searches of students, their belongings, and their vehicles in accordance with state and federal law and District policy. Searches of students shall be conducted in a reasonable and nondiscriminatory manner.

District officials may initiate a search in accordance with law, including, for example, based on reasonable suspicion, voluntary consent, or pursuant to District policy providing for suspicionless security procedures, including the use of metal detectors.

In accordance with the Student Code of Conduct, students are responsible for prohibited items found in their possession, including items in their personal belongings ~~in lockers~~ or in vehicles parked on ~~District~~ **school** property.

**Reasonable-  
Suspicion Searches**

Searches should be reasonable at their inception and in scope. ~~If School officials may search lockers or vehicles parked on school property if~~ there is reasonable ~~suspicion~~ **cause** to believe that searching a student's person, belongings, ~~or they contain articles or materials prohibited by District policy.~~ Students shall be responsible for any prohibited items found in their lockers ~~or in vehicles parked on school property.~~

~~If a vehicle will reveal evidence of a violation of subject to search is locked, the student shall be asked to unlock the vehicle. If the student refuses, the District shall contact the Student Code of Conduct, a District official may conduct student's parents. If the parents also refuse to permit a search in accordance with law and District regulations of the vehicle, the District may turn the matter over to local law enforcement officials.~~

~~Use of Trained Dogs~~

Suspicionless  
Searches

For purposes of this policy, a suspicionless search is a search carried out based on lawful security procedures, such as metal detector searches or random drug testing.

~~The District shall use specially trained nonaggressive dogs to sniff out and alert officials to the current presence of concealed prohibited items, illicit substances defined in FNCF(LEGAL), and alcohol. This program is implemented in response to drug and alcohol related problems in District schools, with the objective of maintaining a safe school environment conducive to education.~~

~~Such visits to schools shall be unannounced. The dogs shall be used to sniff vacant classrooms, vacant common areas, the areas around student lockers, and the areas around vehicles parked on school property. The dogs shall not be used with students. If a dog alerts to a locker, a vehicle, or an item in a classroom, it may be searched by school officials. Searches of vehicles shall be conducted as described above.~~

Notice

~~At the beginning of the school year, the District shall inform students of the District's policy on searches, as outlined above, and shall specifically notify students that:~~

- ~~1. Lockers may be sniffed by trained dogs at any time.~~
- ~~2. Vehicles parked on school property may be sniffed by trained dogs at any time.~~
- ~~3. Classrooms and other common areas may be sniffed by trained dogs at any time when students are not present.~~
- ~~4. If contraband of any kind is found, the possessing student shall be subject to appropriate disciplinary action in accordance with the Student Code of Conduct.~~

Metal Detector  
Searches

In order to maintain a safe and disciplined learning environment, the District reserves the right to subject students to metal detector searches when entering a District campus and at off-campus, school-sponsored activities.

Use of Trained Dogs

The District reserves the right to use trained dogs to conduct screening for concealed prohibited items. Such procedures shall

be unannounced. The dogs shall not be used with students; however, students may be asked to leave personal belongings in an area that will be screened. If a dog alerts to an item or an area, it may be searched by District officials.

~~Random~~ Each student assigned to the disciplinary alternative education program (DAEP) shall be subject to search with a metal detector on a daily basis. When assigning a student to the DAEP, the District shall notify the student and parent of this requirement.

**Parent Notification**

~~The student's parent or guardian shall be notified if any prohibited articles or materials are found in a student's locker, in a student's vehicle parked on school property, or on the student's person, as a result of a search conducted in accordance with this policy.~~

**Mandatory Drug-Testing Program**

The District requires ~~the random~~ drug-testing of any student in ~~grades 7-12~~ ~~grades 7-12~~ who chooses to ~~participate in UIL athletic activities.~~ ~~participate in school-sponsored UIL athletic programs.~~

The Superintendent shall develop regulations for the implementation of the District's random student drug-testing ~~Scope~~

~~A student participating in an athletic program that address the following shall be randomly tested throughout the school year.~~

~~The purposes of the drug testing program are to:~~

1. Covered activities and purpose of the program;
- ~~1. Written consent and confidentiality~~ Prevent injury, illness, and harm resulting from the use of illegal and performance-enhancing drugs or alcohol;
- ~~2. Help enforce a drug-free educational environment;~~
- ~~3. Deter student use of illegal and performance-enhancing drugs or alcohol;~~
- ~~4. Educate students regarding the harm caused by the use of illegal and performance-enhancing drugs or alcohol; and~~
- ~~5. Offer student athletes a credible means to resist peer pressure as it relates to the use of legal and illegal drugs, alcohol, and performance-enhancing substances.~~

**Use of Results**

~~The results of any drug test shall be used only to determine eligibility for participation in extracurricular secondary school-sponsored athletic activities. The District shall take no action against a student except as provided in this policy, and no academic penalty shall be incurred by a student as a result of participation in this program.~~

Testing procedures  
and Laboratory

~~The Board shall contract with a certified drug testing laboratory to conduct testing of students' urine samples.~~

~~Testing laboratories shall not release statistics regarding the rate of positive drug tests to any person or organization without consent of the District.~~

Substances for  
Which Tests Are  
Conducted

~~Substances to be tested for include: alcoholic beverages, harmful substances, and synthetic substances, including herbal in-cense/K2/Spice for the purpose of intoxication; narcotic drugs; or other controlled substance of any form, except as prescribed by a licensed physician for legitimate medical purposes for the student's medical condition or disease.~~

~~Drugs to be tested for include, but shall not be limited to: cocaine, opiates, cannabinoids, phencyclidine, benzodiazepines, amphetamine, methamphetamine, ecstasy, barbiturates, methadone, alcohol/ethyl glucuronide, synthetic stimulants and/or depressants, anabolic and androgenic steroids, and inhalants.~~

Collection  
Procedures

~~Personnel from the drug testing laboratory shall collect urine samples under conditions that are no more intrusive than the conditions experienced in a public restroom setting. When selected for testing, the selected student shall be escorted to the school's testing site by a District employee and shall remain under District employee supervision until the student provides a suitable sample for testing. A certified professional collector from the drug testing laboratory of the same gender as the student shall monitor the collection process; and of a suitable urine specimen. The student shall have due privacy at the urinal or within the bathroom stall. The collection shall not be a directly observed collection if the specimen produced is a suitable specimen within temperature range established by Substance Abuse and Mental Health Services Administration (SAMHSA) Urine Collection Guidelines. Any attempt to substitute or adulterate the specimen by the selected student shall result in a positive test result and shall be considered refusing to test.~~

2. Applicable consequences.

Appeal  
Random Testing

~~Random tests shall be conducted each six weeks throughout the school year.~~

~~No less than ten percent of the students participating in athletics shall be randomly selected for each random test date. The drug-testing laboratory shall use a random selection method to identify students chosen for random testing. Students shall not receive prior notice of the testing date or time.~~

<del>Refusal to Test or Tampering</del>	<del>A student who refuses to be tested when selected or who is determined to have tampered with a sample shall be subject to the appropriate consequences, as outlined in the administrative procedures provided to parents and students.</del>
<del>Confirmation of Positive Results</del>	<del>Upon receiving results of a positive drug test, the District shall schedule a meeting with the student and the student's parent/guardian to review the test results and discuss consequences.</del> <del>Prior to testing, the student or parent/guardian shall provide any information and documentation that may reveal a possible reason for a positive test result.</del> <del>The student or parent/guardian shall have ten school days following the meeting to provide a medical explanation for a positive result.</del>
<del>Retesting</del>	<del>If the student wishes to return to participation in extracurricular activities after any applicable consequences, the student must be retested at the end of the period of suspension and have a negative test result; following that, the student shall be retested as outlined at Consequences of Positive Test Results, so long as the student wishes to participate in extracurricular activities.</del>
<del>Trace Amounts</del>	<del>If a student tests positive for a trace amount of a drug for which tests are conducted, the following shall occur:</del> <del>1. For a first offense, the student shall be called into a conference with the athletic trainer, coach/sponsor, and campus coordinator overseeing that sport. The following guidelines shall apply:</del> <del>a. A verbal and written warning shall be given. The student shall be given until the following day to inform his or her parent or guardian.</del> <del>b. The athletic trainer shall contact the student's parent or guardian by telephone to inform the parent or guardian of the test and to discuss the District's drug screening policies and procedures. A copy of the signed written warning shall then be sent to the parent or guardian via U.S. Mail.</del> <del>c. The student's name shall be placed on the mandatory drug screening list for one calendar year from the date of the test.</del> <del>d. There shall be no suspension or other punitive actions taken.</del>

	<p><del>2. For a second offense, the test shall be considered positive, and the student shall be subject to the provisions at Consequences of Positive Test Results, below.</del></p>
<p>Consequences of Positive Test Results</p>	<p><del>Consequences of positive test results shall be cumulative through the student's enrollment in the District.</del></p>
<p><i>First Offense</i></p>	<p><del>Consequences of a first confirmed positive test result shall be as follows:</del></p> <ol style="list-style-type: none"><li><del>1. The District shall hold a required conference with the student-athlete and the student's parent/guardian. The purpose of this meeting shall be to answer any questions regarding the drug-screening policies and procedures as well as to help identify and correct any at risk behaviors.</del></li><li><del>2. The student shall be suspended from ten percent of all athletic contests and competitions. The suspension shall start with the next regular/post-season competition from the time of the parent/guardian conference. During the suspension, the student-athlete may participate in practice and attend team meetings but may not travel or dress for any contest.</del></li><li><del>3. The District shall refer the student-athlete to a District approved counseling program for an assessment that will determine the length of counseling needed for the student. The student must fulfill the recommendation of the counseling program and provide documentation confirming completion of the program.</del></li><li><del>4. The student shall be required to produce a negative urine sample prior to being allowed to return to participation in any extracurricular activity.</del></li><li><del>5. The student's name shall be placed on the mandatory drug-screening list for one calendar year.</del></li><li><del>6. A positive test that results in a suspension in excess of the number of athletic contests remaining in the season shall continue with the start of the next athletic season. If a student is a multiple-sport athlete, the suspension shall carry over to the next sport.</del></li></ol>
<p><i>Second Offense</i></p>	<p><del>Consequences of a second confirmed positive test result shall be as follows:</del></p> <ol style="list-style-type: none"><li><del>1. The District shall hold a required conference with the student-athlete and the student's parent/guardian. The purpose of this meeting shall be to answer any questions regarding the</del></li></ol>

~~drug screening policies and procedures as well as to help identify and correct any at-risk behaviors.~~

- ~~2.—The student shall be suspended from 30 percent of all athletic contests and competitions. The suspension shall start with the next regular/post season competition from the time of the parent/guardian conference. During the suspension, the student-athlete may participate in practice and attend team meetings but may not travel or dress for any contest.~~
- ~~3.—The District shall refer the student-athlete to a District approved counseling program for an assessment that will determine the length of counseling needed for the student. The student must fulfill the recommendation of the counseling program and provide documentation confirming completion of the program.~~
- ~~4.—The student shall be required to produce a negative urine sample prior to being allowed to return to participation in any extracurricular activity.~~
- ~~5.—The student's name shall be placed on the mandatory drug-screening list for one calendar year.~~
- ~~6.—A positive test that results in a suspension in excess of the number of athletic contests remaining in the season shall continue with the start of the next athletic season. If a student is a multiple sport athlete, the suspension shall carry over to the next sport.~~

*Third Offense*

~~Consequences of a third confirmed positive test result shall be as follows:~~

- ~~1.—The District shall hold a required conference with the student/athlete and the student's parent/guardian. The purpose of this meeting shall be to answer any questions regarding the drug screening policies and procedures as well as to help identify and correct any at-risk behaviors.~~
- ~~2.—The student shall be suspended for a minimum of one full calendar year from all athletic contests from the time of the parent/guardian conference. During the suspension, the coach may allow the student-athlete to participate in practices and attend team meetings, but the student may not travel or dress for any contest.~~
- ~~3.—The District shall refer the student-athlete to a District approved counseling program for an assessment that will determine the length of counseling needed for the student. The~~

~~student must fulfill the recommendation of the counseling program and provide documentation confirming completion of the program.~~

~~4. The student's name shall be placed on the mandatory drug screening list for one calendar year.~~

~~5. A student testing positive for the third or subsequent time shall be required to perform 20 hours of community service as approved by the campus administration.~~

*Fourth Offense*

~~Any offense beyond a third offense shall be treated as a third offense for the purposes of assigning consequences under this policy before a student regains eligibility to participate in athletics.~~

~~A positive test that results in a suspension in excess of the number of athletic contests remaining in the season shall continue with the start of the next athletic season.~~

*Appeals*

A student or parent may appeal a decision made under the random drug-testing program in accordance with FNG(LOCAL). The student shall be ineligible for participation in UIL athletic activities while the appeal is pending ~~this policy in accordance with the administrative procedures provided to the parent and student outlining the student drug test activity appeals process.~~



Subject: Personnel Actions

BACKGROUND INFORMATION

Personnel actions are as indicated.

ADMINISTRATIVE CONSIDERATION

Personnel appointments recommended for confirmation have met the employment prerequisites of the Tyler Independent School District. The candidates either hold valid certificates or such alternatives as specified by the Board. Proposed contract renewals for one-year term contracts and one year non-certified contracts for administrators are also considered.

Recommendations for new appointments are based on interviews, references, adequacy of preparation, performance records and the Superintendent's approval.

The appointments, resignations, retirements, non-renewals, contract abandonments and terminations are subject to the approval of the Board of Trustees.

ADMINISTRATIVE RECOMMENDATION

The confirmation of personnel actions as indicated.

ACTION REQUIRED

Board Approval

CONTACT PERSON

Ronald K. Jones

08-06-19