

Agenda of Workshop

The Board of Trustees Lake Travis Independent School District



A Workshop of the Board of Trustees of Lake Travis Independent School District will be held August 12, 2010, beginning at 6:00 PM in the Educational Development Center, Live Oak Room, 607 RR 620 North, Austin, Texas 78734.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

If, during the course of the meeting covered by this agenda, the Board should determine that a closed session of the Board should be held or is required in relation to any item included on this agenda, then such closed session as authorized by Section 551.001 et seq of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this agenda or as soon after the commencement of the meeting covered by this agenda as the Board may conveniently meet in such closed session concerning any and all subjects and for any and all purposes permitted by Sections 551.071 – 551.084, inclusive, of the Open Meetings Act.

1. Call To Order
2. Quorum Determination
3. Closed Session - Trustees will adjourn into Closed Session as permitted by the Texas Government Code Section 551.001 et. seq.
 - A. Section 551.071 - Consultation with Attorney
 1. The Board will discuss and receive legal advice from its attorney regarding pending litigation under Texas Government Code Section 552.107(1).
 - a. Meadows v. Lake Travis Independent School District, Docket No. 09-50850, In the United States Court of Appeals for the Fifth Circuit.
 2. The Board will discuss and receive legal advice from its attorney on matters which should be confidential under Texas Government Code Section 551.071(2).
 - B. Section 551.074 – Personnel Matters
 1. The Board will discuss the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of public employees or officials. (This may involve consultation with attorney as permitted under Section 551.071.)

4. Discussion and/or Action	
A. Governance	
1. Board Vision Statement	
B. Administrative & Legal Services	
1. 2010-2011 Student Code of Conduct	4
2. 2010-2011 Professional Development Appraisal System Calendar and Appraiser Roster	44
3. <u>Update 87 Policies</u>	
CH (Local) Purchasing and Acquisition	
DFBB (Local) Term Contracts: Nonrenewal	
DFE (Local) Termination of Employment: Resignation	
DI (Local) Employee Welfare	
FB (Local) Equal Educational Opportunity	
FFAC (Local) Wellness and Health Services: Medical Treatment	
FFH (Local) Student Welfare: Freedom from Discrimination, Harassment, and Retaliation	
GR (Local) – Relations with Governmental Entities	
GRB (Local) - Relations with Governmental Entities: County Governmental Authorities	
4. <u>Other Policies</u>	
DEA (Local) Compensation and Benefits: Salaries and Wages	
DGBA (Local) Personnel Management Relations: Employee Complaints/Grievances	
DIA (Local) Employee Welfare: Freedom of Discrimination, Harassment and Retaliation	
FDB (Local) Admissions: Intradistrict Transfers and Classroom Assignments	
FFC (Local) Student Welfare: Student Support Services	
FNG (Local) Student Rights and Responsibilities: Student and Parent Complaints/Grievances	
GE (Local) Relations with Parent Organizations	
GF (Local) Public Complaints	
C. Business Financial & Auxiliary Services	
1. Proposed Date for Budget and Tax Rate Public Hearing	48
2. Target Tax Rate	52
3. 2010-2011 Budget Update	54
4. Option 3 Agreement to Equalize District's Wealth	66
5. Proposals for 2010-2011 Employee Health Insurance	69
5. Upcoming Meetings	
A. August 26, 2010, 7:00 p.m., Regular Board Meeting, EDC	
B. September 16, 2010, 6:00 p.m., Combined Board Workshop and Regular Board	

Meeting, EDC

6. Adjournment



AGENDA ITEM ACTION SHEET

SUBJECT	2010-2011 Lake Travis ISD Student Code of Conduct
RECOMMENDED ACTION	Approve the 2010-2011 Lake Travis ISD Student Code of Conduct
RATIONALE	<p>Each year the LTISD Student Code of Conduct is reviewed by the Administration and revised if necessary. Prior to seeking Board Approval, the Administration submits the Code of Conduct to the District's Advisory Committee on Education (ACE) for review and feedback.</p> <p>This year, in response to input from campus administrators, the Code of Conduct has been reorganized in an effort to make it a more user-friendly document for students, parents, and staff members.</p> <p>Only one substantive suggested revision has been made to the Code of Conduct. After reports from administrators and the Food and Nutrition Services Department that students at the secondary levels have used other students ID cards or numbers to purchase food in the cafeteria, the Administration is suggesting the following additional offense be added to the Code of Conduct: "Knowingly using another student's identification card or number to obtain goods or services."</p> <p>The Code of Conduct is disseminated to students and parents through the District website and is available to parents and students in English and Spanish. Hard copies are available upon request.</p>
BUDGET PROVISIONS	Funding for hard copies of the Code of Conduct is included in the campus budgets.
RESOURCE PERSONNEL	Susan Bohn, Deputy Superintendent & General Counsel
ATTACHMENTS	2010-2011 Lake Travis ISD Student Code of Conduct
MEETING DATE	August 12, 2010



**2010-2011
STUDENT CODE OF CONDUCT**

LAKE TRAVIS ISD BOARD OF TRUSTEES

JASON BUDDIN
ALAN WILLIAMS
LISA JOHNSON
ALEX ALEXANDER
FRED GOFF
GUY CLAYTON
MAYO DAVIDSON

SUPERINTENDENT OF SCHOOLS

Dr. Rocky Kirk

Table of Contents

STUDENT CODE OF CONDUCT	1
Purpose.....	1
Contents	1
School District Authority and Jurisdiction	3
Reporting Crimes	3
Revoking Transfers.....	3
Standards for Student Conduct	4
General Conduct Violations.....	5
Disregard for Authority.....	5
Mistreatment of Others	5
Property Offenses.....	6
Possession of Prohibited Items	6
Possession of Telecommunications or Other Electronic Devices.....	6
Illegal, Prescription, and Over-the-Counter Drugs.....	7
Misuse of Computers and the Internet.....	7
Safety Transgressions	7
Miscellaneous Offenses	8
Discipline Management Techniques.....	9
Students with Disabilities	9
Techniques	9
Notification.....	10
Appeals	10
Removal from the Regular Educational Setting	11
Routine Referral.....	11
Formal Removal.....	11
Returning Student to Classroom.....	11
Out-of-School Suspension	13
Misconduct.....	13
Process	13
Disciplinary Alternative Education Program (DAEP) Placement.....	14
Discretionary Placement: Misconduct That May Result in DAEP Placement.....	14
Misconduct Identified in State Law.....	14

- Mandatory Placement: Misconduct That Requires DAEP Placement..... 15
- Sexual Assault and Campus Assignments 16
- Emergencies 16
- Process 16
 - Conference 16
 - Placement Order..... 16
- Length of Placement 17
 - Exceeds One Year..... 17
 - Exceeds School Year 17
 - Exceeds 60 Days..... 17
- Appeals 17
- Restrictions during Placement 18
- Placement Review..... 18
- Additional Misconduct..... 18
- Notice of Criminal Proceedings..... 18
- Withdrawal during Process 19
- Newly Enrolled Students 19
- Emergency Placement Procedure 19
- Placement and/or Expulsion for Certain Serious Offenses..... 21
 - JJAEP 21
 - Registered Sex Offenders 21
 - Review Committee..... 21
 - Newly Enrolled Student..... 21
 - Appeal 21
- Certain Felonies 22
 - Hearing and Required Findings 22
 - Length of Placement 22
 - Newly Enrolled Students 23
- Expulsion 24
 - Discretionary Expulsion: Misconduct That May Result in Expulsion 24
 - Any Location 24
 - At School, Within 300 Feet, or at a School Event 24
 - Within 300 Feet of School 25
 - Property of Another District 25

While in DAEP 25

Mandatory Expulsion: Misconduct That Requires Expulsion 25

 Federal Law 25

 Texas Penal Code..... 26

Under Age Ten..... 27

Emergency 27

Process 27

 Hearing..... 27

 Board Review of Expulsion 28

 Expulsion Order 28

Length of Expulsion..... 28

Withdrawal during Process 29

Additional Misconduct..... 29

Restrictions during Expulsion..... 29

Newly Enrolled Students 29

Emergency Expulsion Procedures 30

DAEP Placement of Expelled Students 30

Glossary 31

STUDENT CODE OF CONDUCT

Purpose

The Student Code of Conduct is the district’s response to the requirements of Chapter 37 of the Texas Education Code.

The Code provides methods and options for managing students in the classroom and on school grounds, disciplining students, and preventing and intervening in student discipline problems.

The law requires the district to define misconduct that may—or must—result in a range of specific disciplinary consequences including removal from a regular classroom or campus, out-of-school suspension, placement in a disciplinary alternative education program (DAEP), or expulsion from school.

This Student Code of Conduct has been adopted by the Lake Travis Independent School District Board of Trustees and developed with the advice of the district-level committee. This Code provides information to parents and students regarding standards of conduct, consequences of misconduct, and procedures for administering discipline.

In accordance with state law, the Code is available for review at the office of the campus principal. Additionally, the Code is posted on the district’s Web site, www.ltisdschools.org. Parents will be notified of any conduct violation that may result in a student being suspended, placed in a DAEP, or expelled.

Contents

This Code is organized into the following sections:

1. School District Authority and Jurisdiction
2. Standards for Student Conduct
3. General Conduct Violations
4. Discipline Management Techniques
5. Removal from the Regular Educational Setting
6. Out-of-School Suspension
7. DAEP Placement
8. Placement and/or Expulsion for Certain Serious Offenses
9. Expulsion
10. Glossary

Because the Student Code of Conduct is adopted by the district’s board of trustees, it has the force of policy; therefore, in case of conflict between the Code and the student handbook, the Code will prevail.

Please Note: The discipline of students with disabilities who are eligible for services under federal law (Individuals with Disabilities Education Act

and Section 504 of the Rehabilitation Act of 1973) is subject to the provisions of those laws.

School District Authority and Jurisdiction

School rules and the authority of the district to administer discipline apply whenever the interest of the district is involved, on or off school grounds, in conjunction with or independent of classes and school-sponsored activities.

The district has disciplinary authority over a student:

1. During the regular school day and while the student is going to and from school on district transportation;
2. During lunch periods in which a student is allowed to leave campus;
3. While the student is in attendance at any school-related activity, regardless of time or location;
4. For any school-related misconduct, regardless of time or location;
5. When retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location;
6. When criminal mischief is committed on or off school property or at a school-related event;
7. For certain offenses committed within 300 feet of school property as measured from any point on the school's real property boundary line;
8. For certain offenses committed while on school property or while attending a school-sponsored or school-related activity of another district in Texas;
9. When the student commits a felony, as provided by Education Code 37.006 or 37.0081; and
10. When the student is required to register as a sex offender.

The district has the right to search a vehicle driven to school by a student and parked on school property whenever there is reasonable cause to believe it contains articles or materials prohibited by the district.

The district has the right to search a student's locker or desk when there is reasonable cause to believe it contains articles or materials prohibited by the district.

Reporting Crimes

School administrators will report crimes as required by law and will call local law enforcement when an administrator suspects that a crime has been committed on campus.

Revoking Transfers

The district has the right to revoke the transfer of a nonresident student for violating the district's Code.

Standards for Student Conduct

Each student is expected to:

- Demonstrate courtesy, even when others do not.
- Behave in a responsible manner, always exercising self-discipline.
- Attend all classes, regularly and on time.
- Prepare for each class; take appropriate materials and assignments to class.
- Meet district and campus standards of grooming and dress.
- Obey all campus and classroom rules.
- Respect the rights and privileges of students, teachers, and other district staff and volunteers.
- Respect the property of others, including district property and facilities.
- Cooperate with and assist the school staff in maintaining safety, order, and discipline.
- Adhere to the requirements of the Student Code of Conduct.

General Conduct Violations

The categories of conduct below are prohibited at school and all school-related activities, but the list does not include the most serious offenses. In the subsequent sections on Out-of-School Suspension, DAEP Placement, Placement and/or Expulsion for Certain Serious Offenses, and Expulsion, severe offenses that require or permit specific consequences are listed. Any offense, however, may be serious enough to result in Removal from the Regular Educational Setting as detailed in that section.

Students shall not:

Disregard for Authority

1. Fail to comply with directives given by school personnel (insubordination).
2. Leave school grounds or school-sponsored events without permission.
3. Disobey rules for conduct on school buses.
4. Refuse to accept discipline management techniques assigned by a teacher or principal.

Mistreatment of Others

5. Use profanity or vulgar language or make obscene gestures.
6. Fight or scuffle. (For assault see DAEP Placement and Expulsion.)
7. Threaten a district student, employee, or volunteer, including off school property, if the conduct causes a substantial disruption to the educational environment.
8. Engage in bullying, harassment, or creating, distributing or possessing hit lists. (See glossary for all three terms.)
9. Engage in conduct that constitutes sexual harassment or sexual abuse, whether by word, gesture, or any other conduct, directed toward another person, including a district student, employee, or volunteer.
10. Engage in conduct that constitutes dating violence, including the intentional use of physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control another person with whom the student has or has had a dating relationship.
11. Engage in inappropriate or indecent exposure of private body parts.
12. Participate in hazing. (See glossary.)
13. Cause an individual to act through the use of or threat of force (coercion).
14. Commit extortion or blackmail (obtaining money or an object of value from an unwilling person).
15. Engage in inappropriate verbal, physical, or sexual conduct directed toward another person, including a district student, employee, or volunteer.

16. Record the voice or image of another without the prior consent of the individuals being recorded or in any way that disrupts the educational environment or invades the privacy of others.

Property Offenses

17. Damage or vandalize property owned by others. (For felony criminal mischief see DAEP Placement or Expulsion.)

18. Deface or damage school property—including textbooks, lockers, furniture, and other equipment—with graffiti or by other means.

19. Steal from students, staff, or the school.

20. Knowingly using another student’s identification card or number to obtain goods or services.

21. Commit or assist in a robbery or theft even if it does not constitute a felony according to the Texas Penal Code. (For felony robbery and theft see DAEP Placement and Expulsion.)

Possession of Prohibited Items

22. Possess or use:

- a. fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device;
- b. a razor, box cutter, chain, or any other object used in a way that threatens or inflicts bodily injury to another person;
- c. a “look-alike” weapon;
- d. an air gun or BB gun;
- e. ammunition;
- f. a stun gun;
- g. a pocketknife or any other small knife (less than 5 ½ inches long);
- h. mace or pepper spray;
- i. pornographic material;
- j. tobacco products;
- k. matches or a lighter;
- l. a laser pointer for other than an approved use; or
- m. any articles not generally considered to be weapons, including school supplies, when the principal or designee determines that a danger exists. (For weapons and firearms see DAEP Placement and Expulsion.)

Possession of Telecommunications or Other Electronic Devices

23. Display, turn on, or use a telecommunications device, including a cellular telephone, or other electronic device on school property during the school day.

**Illegal, Prescription,
and Over-the-Counter
Drugs**

24. Possess or sell seeds or pieces of marijuana in less than a usable amount. (For illegal drugs, alcohol, and inhalants see DAEP Placement and Expulsion.)
25. Possess, use, give, or sell paraphernalia related to any prohibited substance. (See glossary for “paraphernalia.”)
26. Possess or sell look-alike drugs or attempt to pass items off as drugs or contraband.
27. Abuse the student’s own prescription drug, give a prescription drug to another student, or possess or be under the influence of another person’s prescription drug on school property or at a school-related event. (See glossary for “abuse.”)
28. Abuse over-the-counter drugs. (See glossary for “abuse.”)
29. Be under the influence of prescription or over-the-counter drugs that cause impairment of the physical or mental faculties. (See glossary for “under the influence.”)
30. Have or take prescription drugs or over-the-counter drugs at school other than as provided by district policy.

**Misuse of Computers
and the Internet**

31. Violate computer use policies, rules, or agreements signed by the student or the student’s parent.
32. Attempt to access or circumvent passwords or other security-related information of the district, students, or employees or upload or create computer viruses, including off school property if the conduct causes a substantial disruption to the educational environment.
33. Attempt to alter, destroy, or disable district computer equipment, district data, the data of others, or other networks connected to the district’s system, including off school property if the conduct causes a substantial disruption to the educational environment.
34. Use the Internet or other electronic communications to threaten district students, employees, or volunteers, including off school property if the conduct causes a substantial disruption to the educational environment.
35. Send or post electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation, or illegal, including off school property if the conduct causes a substantial disruption to the educational environment.
36. Use e-mail or Web sites at school to encourage illegal behavior or threaten school safety.

Safety Transgressions

37. Possess published or electronic material that is designed to promote or encourage illegal behavior or that could threaten school safety.
38. Engage in verbal (oral or written) exchanges that threaten the safety of another student, a school employee, or school property.

General Conduct Violations

Miscellaneous Offenses

39. Make false accusations or perpetrate hoaxes regarding school safety.
40. Engage in any conduct that school officials might reasonably believe will substantially disrupt the school program or incite violence.
41. Throw objects that can cause bodily injury or property damage.
42. Discharge a fire extinguisher without valid cause.
43. Violate dress and grooming standards as communicated in the student handbook.
44. Cheat or copy the work of another.
45. Gamble.
46. Falsify records, passes, or other school-related documents.
47. Engage in actions or demonstrations that substantially disrupt or materially interfere with school activities.
48. Repeatedly violate other communicated campus or classroom standards of conduct.

The district may impose campus or classroom rules in addition to those found in the Code. These rules may be posted in classrooms or given to the student and may or may not constitute violations of the Code.

Discipline Management Techniques

Discipline will be designed to improve conduct and to encourage students to adhere to their responsibilities as members of the school community. Disciplinary action will draw on the professional judgment of teachers and administrators and on a range of discipline management techniques. Discipline will be correlated to the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, the effect of the misconduct on the school environment, and statutory requirements.

Because of these factors, discipline for a particular offense, unless otherwise specified by law, may bring into consideration varying techniques and responses.

Students with Disabilities

The discipline of students with disabilities is subject to applicable state and federal law in addition to the Student Code of Conduct. To the extent any conflict exists, state and/or federal law will prevail.

In accordance with the Education Code, a student who is enrolled in a special education program may not be disciplined for conduct meeting the definition of bullying, harassment, or making hit lists (see glossary) until an ARD committee meeting has been held to review the conduct.

In deciding whether to order suspension, DAEP placement, or expulsion, regardless of whether the action is mandatory or discretionary, the district will take into consideration a disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.

Techniques

The following discipline management techniques may be used—alone or in combination—for behavior prohibited by the Student Code of Conduct or by campus or classroom rules:

- Verbal correction, oral or written.
- Cooling-off time or “time-out.”
- Seating changes within the classroom.
- Temporary confiscation of items that disrupt the educational process.
- Rewards or demerits.
- Behavioral contracts.
- Counseling by teachers, counselors, or administrative personnel.
- Parent-teacher conferences.
- Grade reductions for cheating, plagiarism, and as otherwise permitted by policy.
- Detention.

Discipline Management Techniques

- Sending the student to the office or other assigned area, or to in-school suspension.
- Assignment of school duties other than class tasks, such as cleaning or picking up litter.
- Withdrawal of privileges, such as participation in extracurricular activities, eligibility for seeking and holding honorary offices, or membership in school-sponsored clubs and organizations.
- Penalties identified in individual student organizations' extracurricular standards of behavior.
- Withdrawal or restriction of bus privileges.
- School-assessed and school-administered probation.
- Out-of-school suspension, as specified in the Out-of-School Suspension section of this Code.
- Placement in a DAEP, as specified in the DAEP section of this Code.
- Placement and/or expulsion in an alternative educational setting, as specified in the Placement and/or Expulsion for Certain Serious Offenses section of this Code.
- Expulsion, as specified in the Expulsion section of this Code.
- Referral to an outside agency or legal authority for criminal prosecution in addition to disciplinary measures imposed by the district.
- Other strategies and consequences as determined by school officials.

Notification

The principal or appropriate administrator will notify a student's parent by phone or in writing of any violation that may result in an out-of-school suspension, placement in a DAEP, or expulsion. Notification will be made within three school days after the administrator becomes aware of the violation.

Appeals

Parental questions or complaints regarding disciplinary measures should be addressed to the teacher or campus administration, as appropriate, and in accordance with policy FNG(LOCAL). A copy of the policy may be obtained from the principal's office or the central administration office or through Policy On Line at the following address: www.ltidschools.org.

Consequences will not be deferred pending the outcome of a grievance.

Removal from the Regular Educational Setting

In addition to other discipline management techniques, misconduct may result in removal from the regular educational setting in the form of a routine referral or a formal removal.

Routine Referral

A routine referral occurs when a teacher sends a student to the principal's office as a discipline management technique. The principal may then employ additional techniques.

Formal Removal

A teacher or administrator **may** remove a student from class for a behavior that violates this Code to maintain effective discipline in the classroom. A teacher **may** also initiate a formal removal from class if:

1. The student's behavior has been documented by the teacher as repeatedly interfering with the teacher's ability to teach his or her class or with the student's classmates' ability to learn; or
2. The behavior is so unruly, disruptive, or abusive that the teacher cannot teach, and the students in the classroom cannot learn.

A teacher or administrator **must** remove a student from class if the student engages in behavior that under the Education Code requires or permits the student to be placed in a DAEP or expelled. When removing for those reasons, the procedures in the subsequent sections on DAEP or expulsion will be followed. For any other removal, the appropriate administrator will schedule a conference with the student's parent, the student, and any other appropriate staff member.

At the conference, the appropriate administrator will inform the student of the misconduct for which he or she is charged and the consequences. The administrator will give the student an opportunity to give his or her version of the incident.

Following valid attempts to require attendance, the district may hold the conference and make a placement decision regardless of whether the student or the student's parents attend the conference.

When a student is removed from the regular classroom by a teacher and a conference is pending, the principal may place the student in:

- Another appropriate classroom.
- In-school suspension.
- Out-of-school suspension.
- DAEP.

Returning Student to Classroom

When a student has been formally removed from class by a teacher for conduct against the teacher containing the elements of assault, aggravated assault, sexual assault, aggravated sexual assault, murder, capital murder, or criminal attempt to commit murder or capital murder, the student may not be returned to the teacher's class without the teacher's consent.

Removal from the Regular Educational Setting

When a student has been formally removed by a teacher for any other conduct, the student may be returned to the teacher's class without the teacher's consent, if the placement review committee determines that the teacher's class is the best or only alternative available.

Out-of-School Suspension

Misconduct

Students may be suspended for any behavior listed in the Code as a general conduct violation, DAEP offense, or expellable offense.

In deciding whether to order out-of-school suspension, the district will take into consideration:

1. Self-defense (see glossary),
2. Intent or lack of intent at the time the student engaged in the conduct, and
3. The student's disciplinary history.

Process

State law allows a student to be suspended for no more than three school days per behavior violation, with no limit on the number of times a student may be suspended in a semester or school year.

Before being suspended a student will have an informal conference with the appropriate administrator, who shall advise the student of the conduct of which he or she is accused. The student will be given the opportunity to explain his or her version of the incident before the administrator's decision is made.

The number of days of a student's suspension will be determined by the appropriate administrator, but will not exceed three school days.

The appropriate administrator will determine any restrictions on participation in school-sponsored or school-related extracurricular and co-curricular activities.

Disciplinary Alternative Education Program (DAEP) Placement

The DAEP shall be provided in a setting other than the student's regular classroom. An elementary school student may not be placed in a DAEP with a student who is not an elementary school student.

For purposes of DAEP, elementary classification shall be kindergarten–grade 5 and secondary classification shall be grades 6–12.

Summer school provided by the district may serve students assigned to a DAEP in conjunction with other students.

A student who is expelled for an offense that otherwise would have resulted in a DAEP placement does not have to be placed in a DAEP in addition to the expulsion.

In deciding whether to place a student in a DAEP, regardless of whether the action is mandatory or discretionary, the district will take into consideration:

1. Self-defense (see glossary),
2. Intent or lack of intent at the time the student engaged in the conduct, and
3. The student's disciplinary history.

A student **may** be placed in a DAEP for behaviors prohibited in the General Conduct Violations section of this Code.

In accordance with state law, a student **may** be placed in a DAEP for any one of the following offenses:

- Involvement in a public school fraternity, sorority, or secret society, including participating as a member or pledge, or soliciting another person to become a pledge or member of a public school fraternity, sorority, secret society, or gang. (See glossary.)
- Involvement in criminal street gang activity. (See glossary.)
- Criminal mischief, not punishable as a felony.

In accordance with state law, a student **may** be placed in a DAEP if the superintendent or the superintendent's designee has reasonable belief (see glossary) that the student has engaged in conduct punishable as a felony, other than those listed as offenses involving injury to a person in Title 5 (see glossary) of the Texas Penal Code, that occurs off school property and not at a school-sponsored or school-related event, if the student's presence in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process.

The appropriate administrator **may**, but is not required to, place a student in a DAEP for off-campus conduct for which DAEP placement is required

**Discretionary
Placement:
Misconduct That May
Result in DAEP
Placement
Misconduct Identified
in State Law**

Disciplinary Alternative Education Program (DAEP) Placement

by state law if the administrator does not have knowledge of the conduct before the first anniversary of the date the conduct occurred.

Mandatory Placement: Misconduct That Requires DAEP Placement

A student **must** be placed in a DAEP if the student:

- Engages in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school. (See glossary.)
- Commits the following offenses on school property or within 300 feet of school property as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:
 - Engages in conduct punishable as a felony.
 - Commits an assault (see glossary) under Texas Penal Code 22.01(a)(1).
 - Sells, gives, or delivers to another person, or possesses, uses, or is under the influence of marijuana, a controlled substance, or a dangerous drug in an amount not constituting a felony offense. (Whether a student should be placed in DAEP or expelled will be determined on a case-by-case basis. See Expulsion section.) (School-related felony drug offenses are addressed in the Expulsion section.) (See glossary for "under the influence.")
 - Sells, gives, or delivers to another person an alcoholic beverage; commits a serious act or offense while under the influence of alcohol; or possesses, uses, or is under the influence of alcohol, if the conduct is not punishable as a felony offense. (Whether a student should be placed in DAEP or expelled will be determined on a case-by-case basis. See Expulsion section.) (School-related felony alcohol offenses are addressed in the Expulsion section.)
 - Behaves in a manner that contains the elements of an offense relating to abusable volatile chemicals. (Whether a student should be placed in DAEP or expelled will be determined on a case-by-case basis. See Expulsion section.)
 - Behaves in a manner that contains the elements of the offense of public lewdness or indecent exposure.
- Engages in expellable conduct and is between six and nine years of age.
- Commits a federal firearms violation and is younger than six years of age.
- Engages in conduct that contains the elements of the offense of retaliation against any school employee or volunteer on or off school property. (Committing retaliation in combination with

Disciplinary Alternative Education Program (DAEP) Placement

another expellable offense is addressed in the Expulsion section of this Code.)

- Engages in conduct punishable as a felony listed under Title 5 (see glossary) of the Texas Penal Code when the conduct occurs off school property and not at a school-sponsored or school-related event and:
 - The student receives deferred prosecution (see glossary),
 - A court or jury finds that the student has engaged in delinquent conduct (see glossary), or
 - The superintendent or designee has a reasonable belief (see glossary) that the student engaged in the conduct.

Sexual Assault and Campus Assignments

If a student has been convicted of continuous sexual abuse of a young child or children or convicted of or placed on deferred adjudication for sexual assault or aggravated sexual assault against another student on the same campus, and if the victim's parent or another person with the authority to act on behalf of the victim requests that the board transfer the offending student to another campus, the offending student shall be transferred to another campus in the district. If there is no other campus in the district serving the grade level of the offending student, the offending student will be transferred to a DAEP.

Emergencies

In an emergency, the principal or the principal's designee may order the immediate placement of a student in a DAEP for any reason for which placement in a DAEP may be made on a nonemergency basis.

Process

Removals to a DAEP will be made by the campus principal or designee.

Conference

When a student is removed from class for a DAEP offense, the appropriate administrator will schedule a conference within three school days with the student's parent, the student, and the teacher, in the case of a teacher removal.

At the conference, the appropriate administrator will inform the student, orally or in writing, of the reasons for the removal and will give the student an explanation of the basis for the removal and an opportunity to respond to the reasons for the removal.

Following valid attempts to require attendance, the district may hold the conference and make a placement decision regardless of whether the student or the student's parents attend the conference.

Placement Order

After the conference, if the student is placed in the DAEP, the appropriate administrator will write a placement order. A copy of the DAEP placement order will be sent to the student and the student's parent.

Not later than the second business day after the conference, the board's designee will deliver to the juvenile court a copy of the placement order and all information required by Section 52.04 of the Family Code.

Disciplinary Alternative Education Program (DAEP) Placement

If the student is placed in the DAEP and the length of placement is inconsistent with the guidelines included in this Code, the placement order will give notice of the inconsistency.

Length of Placement

The duration of a student's placement in a DAEP will be determined by the principal or designee.

The duration of a student's placement will be determined on a case-by-case basis. DAEP placement will be correlated to the seriousness of the offense, the student's age and grade level, the frequency of misconduct, the student's attitude, and statutory requirements.

The maximum period of DAEP placement shall be one calendar year except as provided below.

Exceeds One Year

Placement in a DAEP may exceed one year when a review by the district determines that:

1. The student is a threat to the safety of other students or to district employees, or
2. Extended placement is in the best interest of the student.

The statutory limitations on the length of a DAEP placement do not apply to a placement resulting from the board's decision to place a student who engaged in the sexual assault of another student so that the students are not assigned to the same campus.

Exceeds School Year

Students who commit offenses requiring placement in a DAEP at the end of one school year may be required to continue that placement at the start of the next school year to complete the assigned term of placement.

For placement in a DAEP to extend beyond the end of the school year, the Superintendent or designee must determine that:

1. The student's presence in the regular classroom or campus presents a danger of physical harm to the student or others, or
2. The student has engaged in serious or persistent misbehavior (see glossary) that violates the district's Code.

Exceeds 60 Days

For placement in a DAEP to extend beyond 60 days or the end of the next grading period, whichever is sooner, a student's parent will be given notice and the opportunity to participate in a proceeding before the board or the board's designee.

Appeals

Questions from parents regarding disciplinary measures should be addressed to the campus administration. Appeals regarding the decision to place a student in a DAEP should be addressed in accordance with policy FNG(LOCAL). A copy of this policy may be obtained from the principal's office or the central administration office or through Policy On Line at the following address: www.ltisdschools.org.

Disciplinary Alternative Education Program (DAEP) Placement

Disciplinary consequences will not be deferred pending the outcome of an appeal. The decision to place a student in a DAEP cannot be appealed beyond the board.

Restrictions during Placement

During a student's placement in DAEP, he or she is not permitted to participate in any school-sponsored or school-related extracurricular or co-curricular activity, including seeking or holding honorary positions and/or membership in school-sponsored clubs and organizations.

The district will provide transportation to students in a DAEP. However, a student may be removed from the bus due to misbehavior and may be responsible for his/her transportation to DAEP.

For seniors who are eligible to graduate and are assigned to a DAEP at the time of graduation, the last day of placement in the program will be the last instructional day, and the student may be allowed to participate in the graduation ceremony and related graduation activities.

Placement Review

A student placed in a DAEP will be provided a review of his or her status, including academic status, by the Superintendent or designee at intervals not to exceed 120 days. In the case of a high school student, the student's progress toward graduation and the student's graduation plan will also be reviewed. At the review, the student or the student's parent will be given the opportunity to present arguments for the student's return to the regular classroom or campus. The student may not be returned to the classroom of a teacher who removed the student without that teacher's consent.

Additional Misconduct

If during the term of placement in a DAEP the student engages in additional conduct for which placement in a DAEP or expulsion is required or permitted, additional proceedings may be conducted, and the appropriate administrator may enter an additional disciplinary order as a result of those proceedings.

Notice of Criminal Proceedings

The office of the prosecuting attorney will notify the district if a student was placed in a DAEP for certain offenses including any felony, unlawful restraint, indecent exposure, assault, deadly conduct, terroristic threats, organized crime, certain drug offenses, or possession of a weapon, and:

1. Prosecution of a student's case was refused for lack of prosecutorial merit or insufficient evidence and no formal proceedings, deferred adjudication (see glossary), or deferred prosecution will be initiated; or
2. The court or jury found a student not guilty, or made a finding that the student did not engage in delinquent conduct or conduct indicating a need for supervision, and the case was dismissed with prejudice.

If a student was placed in a DAEP for such conduct, on receiving the notice from the prosecutor, the superintendent or designee will review the student's placement and schedule a review with the student's parent not later than the third day after the superintendent or designee receives notice from the prosecutor. The student may not be returned to the regular classroom pending the review.

Disciplinary Alternative Education Program (DAEP) Placement

After reviewing the notice and receiving information from the student's parent, the superintendent or designee may continue the student's placement if there is reason to believe that the presence of the student in the regular classroom threatens the safety of other students or teachers.

The student or the student's parent may appeal the superintendent's decision to the board. The student may not be returned to the regular classroom pending the appeal. In the case of an appeal, the board will, at the next scheduled meeting, review the notice from the prosecutor and receive information from the student, the student's parent, and the superintendent or designee, and confirm or reverse the decision of the superintendent or designee. The board will make a record of the proceedings.

If the board confirms the decision of the superintendent or designee, the student and the student's parent may appeal to the Commissioner of Education. The student may not be returned to the regular classroom pending the appeal.

Withdrawal during Process

When a student violates the district's Code in a way that requires or permits the student to be placed in a DAEP and the student withdraws from the district before a placement order is completed, the district may complete the proceedings and issue a placement order. If the student then reenrolls in the district during the same or a subsequent school year, the district may enforce the order at that time, less any period of the placement that has been served by the student during enrollment in another district. If the appropriate administrator or the board does not issue a placement order after the student withdraws, the next district in which the student enrolls may complete the proceedings and issue a placement order.

Newly Enrolled Students

The district will continue the DAEP placement of a student who enrolls in the district and was assigned to a DAEP in an open-enrollment charter school or another district.

A newly enrolled student with a DAEP placement from a district in another state will be placed as any other newly enrolled student if the behavior committed is a reason for DAEP placement in the receiving district.

If the student was placed in a DAEP by a school district in another state for a period that exceeds one year, this district, by state law, will reduce the period of the placement so that the total placement does not exceed one year. After a review, however, the placement may be extended beyond a year if the district determines that the student is a threat to the safety of other students or employees or the extended placement is in the best interest of the student.

Emergency Placement Procedure

When an emergency placement occurs, the student will be given oral notice of the reason for the action. Not later than the tenth day after the

Disciplinary Alternative Education Program (DAEP) Placement

date of the placement, the student will be given the appropriate conference required for assignment to a DAEP.

Placement and/or Expulsion for Certain Serious Offenses

This section includes two categories of serious offenses for which the Education Code provides unique procedures and specific consequences.

JJAEP

An expelled student is enrolled in the Travis County Juvenile Justice Alternative Education Program (JJAEP).

Registered Sex Offenders

Upon receiving notification in accordance with state law that a student is currently required to register as a sex offender, the administration must remove the student from the regular classroom and determine appropriate placement unless the court orders JJAEP placement.

If the student is under any form of court supervision, including probation, community supervision, or parole, the placement will be in either DAEP or JJAEP for at least one semester.

If the student is not under any form of court supervision, the placement may be in DAEP or JJAEP for one semester or the placement may be in a regular classroom. The placement may not be in the regular classroom if the board or its designee determines that the student's presence:

1. Threatens the safety of other students or teachers,
2. Will be detrimental to the educational process, or
3. Is not in the best interests of the district's students.

Review Committee

At the end of the first semester of a student's placement in an alternative educational setting and before the beginning of each school year for which the student remains in an alternative placement, the district shall convene a committee, in accordance with state law, to review the student's placement. The committee will recommend whether the student should return to the regular classroom or remain in the placement. Absent a special finding, the board or its designee must follow the committee's recommendation.

The placement review of a student with a disability who receives special education services must be made by the ARD committee.

Newly Enrolled Student

If a student enrolls in the district during a mandatory placement as a registered sex offender, the district may count any time already spent by the student in a placement or may require an additional semester in an alternative placement without conducting a review of the placement.

Appeal

A student or the student's parent may appeal the placement by requesting a conference between the board or its designee, the student, and the student's parent. The conference is limited to the factual question of whether the student is required to register as a sex offender. Any decision of the board or its designee under this section is final and may not be appealed.

Placement and/or Expulsion for Certain Serious Offenses

Certain Felonies

Regardless of whether placement or expulsion is required or permitted by one of the reasons in the DAEP Placement or Expulsion sections, in accordance with Education Code 37.0081, a student **may** be expelled and placed in either DAEP or JJAEP if the board or its designee makes certain findings and the following circumstances exist in relation to a felony offense under Title 5 (see glossary) of the Texas Penal Code. The student must:

- Have received deferred prosecution for conduct defined as a Title 5 felony offense;
- Have been found by a court or jury to have engaged in delinquent conduct for conduct defined as a Title 5 felony offense;
- Have been charged with engaging in conduct defined as a Title 5 felony offense;
- Have been referred to a juvenile court for allegedly engaging in delinquent conduct for conduct defined as a Title 5 felony offense; or
- Have received probation or deferred adjudication or have been arrested for, charged with, or convicted of a Title 5 felony offense.

The district may expel the student and order placement under these circumstances regardless of:

1. The date on which the student's conduct occurred,
2. The location at which the conduct occurred,
3. Whether the conduct occurred while the student was enrolled in the district, or
4. Whether the student has successfully completed any court disposition requirements imposed in connection with the conduct.

Hearing and Required Findings

The student must first have a hearing before the board or its designee, who must determine that in addition to the circumstances above that allow for the expulsion, the student's presence in the regular classroom:

1. Threatens the safety of other students or teachers,
2. Will be detrimental to the educational process, or
3. Is not in the best interest of the district's students.

Any decision of the board or the board's designee under this section is final and may not be appealed.

Length of Placement

The student is subject to the placement until:

1. The student graduates from high school,
2. The charges are dismissed or reduced to a misdemeanor offense, or
3. The student completes the term of the placement or is assigned to another program.

Placement and/or Expulsion for Certain Serious Offenses

**Newly Enrolled
Students**

A student who enrolls in the district before completing a placement under this section from another school district must complete the term of the placement.

Expulsion

In deciding whether to order expulsion, regardless of whether the action is mandatory or discretionary, the district will take into consideration:

1. Self-defense (see glossary),
2. Intent or lack of intent at the time the student engaged in the conduct, and
3. The student's disciplinary history.

A student **may** be expelled for:

- Engaging in the following, no matter where it takes place:
 - Conduct that contains the elements of assault under Penal Code 22.01(a)(1) in retaliation against a school employee or volunteer.
 - Criminal mischief, if punishable as a felony.
- Engaging in conduct that contains the elements of one of the following offenses against another student, without regard to where the conduct occurs:
 - Aggravated assault.
 - Sexual assault.
 - Aggravated sexual assault.
 - Murder.
 - Capital murder.
 - Criminal attempt to commit murder or capital murder.
 - Aggravated robbery.
- Engaging in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school.
- Committing any of the following offenses on or within 300 feet of school property, as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:
 - Selling, giving, or delivering to another person, or possessing, using, or being under the influence of marijuana, a controlled substance, or a dangerous drug, if the conduct is not punishable as a felony. (See glossary for "under the influence.")
 - Selling, giving, or delivering to another person, or possessing, using, or being under the influence of alcohol; or committing a serious act or offense while under the influence of alcohol, if the conduct is not punishable as a felony.

**Discretionary
Expulsion:
Misconduct That May
Result in Expulsion
Any Location**

**At School, Within 300
Feet, or at a School
Event**

- Engaging in conduct that contains the elements of an offense relating to abusable volatile chemicals.
 - Engaging in conduct that contains the elements of assault under Section 22.01(a)(1) against an employee or a volunteer.
 - Engaging in deadly conduct. (See glossary.)
- Within 300 Feet of School**
- Engaging in the following conduct while within 300 feet of school property, as measured from any point on the school’s real property boundary line:
 - Aggravated assault, sexual assault, or aggravated sexual assault.
 - Arson. (See glossary.)
 - Murder, capital murder, or criminal attempt to commit murder or capital murder.
 - Indecency with a child, aggravated kidnapping, manslaughter, criminally negligent homicide, or aggravated robbery.
 - Continuous sexual abuse of a young child or children.
 - Felony drug- or alcohol-related offense.
 - Use, exhibition, or possession of a firearm (as defined by state law), an illegal knife, a club, or prohibited weapon, or possession of a firearm (as defined by federal law).
- Property of Another District**
- Committing any offense that is a state-mandated expellable offense if the offense is committed on the property of another district in Texas or while the student is attending a school-sponsored or school-related activity of a school in another district in Texas.
- While in DAEP**
- Engaging in serious offenses or persistent misbehavior (see glossary) that violates the district’s Code, while placed in a DAEP.
- Mandatory Expulsion: Misconduct That Requires Expulsion**
- A student **must** be expelled for any of the following offenses that occur on school property or while attending a school-sponsored or school-related activity on or off school property:
- Federal Law**
- Bringing to school a firearm, as defined by federal law. “Firearm” under federal law includes:
 - Any weapon (including a starter gun) that will, is designed to, or may readily be converted to expel a projectile by the action of an explosive.
 - The frame or receiver of any such weapon.
 - Any firearm muffler or firearm weapon.
 - Any destructive device, such as any explosive, incendiary or poison gas bomb, or grenade.

Texas Penal Code

- Using, exhibiting, or possessing the following, as defined by the Texas Penal Code:
 - A firearm (any device designed, made, or adapted to expel a projectile through a barrel by using the energy generated by an explosion or burning substance or any device readily convertible to that use), unless the use, exhibition, or possession of the firearm occurs at an off-campus approved target range facility while participating in or preparing for a school-sponsored shooting sports competition or a shooting sports educational activity that is sponsored or supported by the Parks and Wildlife Department or a shooting sports sanctioning organization working with the department.
 - An illegal knife, such as a knife with a blade over 5½ inches; hand instrument, designed to cut or stab another by being thrown; dagger, including but not limited to a dirk, stiletto, switchblade, and poniard; bowie knife; sword; or spear. This includes knives with blades that are over 5 ½ inches long that open or release a blade from the handle or sheath by the force of gravity or by the application of centrifugal force. This includes a knife with a blade that is over 5 ½ inches long that has a spring, detent, or other mechanism designed to create a bias toward closure that requires exertion applied to the blade by hand, wrist, or arm to overcome the bias toward closure and open the knife.
 - A club (see glossary) such as an instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with the instrument, including a blackjack, nightstick, mace, and tomahawk.
 - A prohibited weapon, such as an explosive weapon, a machine gun, a short-barrel firearm, a firearm silencer, a switchblade knife, knuckles, armor-piercing ammunition, a chemical dispensing device, or a zip gun. (See glossary.)
- Behaving in a manner that contains elements of the following offenses under the Texas Penal Code:
 - Aggravated assault, sexual assault, or aggravated sexual assault.
 - Arson. (See glossary.)
 - Murder, capital murder, or criminal attempt to commit murder or capital murder.
 - Indecency with a child.
 - Aggravated kidnapping.
 - Aggravated robbery.

- Manslaughter.
- Criminally negligent homicide.
- Continuous sexual abuse of a young child or children.
- Behavior punishable as a felony that involves selling, giving, or delivering to another person, or possessing, using, or being under the influence of marijuana, a controlled substance, a dangerous drug, or alcohol; or committing a serious act or offense while under the influence of alcohol.
- Engaging in retaliation against a school employee or volunteer combined with one of the above-listed mandatory expulsion offenses, with the exception of a federal firearm offense, on or off school property or at a school-related activity.

Under Age Ten When a student under the age of ten engages in behavior that is expellable behavior, the student will not be expelled, but will be placed in a DAEP. A student under age six will not be placed in a DAEP unless the student commits a federal firearm offense.

Emergency In an emergency, the principal or the principal’s designee **may** order the immediate expulsion of a student for any reason for which expulsion may be made on a nonemergency basis.

Process If a student is believed to have committed an expellable offense, the principal or other appropriate administrator will schedule a hearing within a reasonable time. The student’s parent will be invited in writing to attend the hearing.

Until a hearing can be held, the principal may place the student in:

- Another appropriate classroom.
- In-school suspension.
- Out-of-school suspension.
- DAEP.

Hearing A student facing expulsion will be given a hearing with appropriate due process. The student is entitled to:

1. Representation by the student’s parent or another adult who can provide guidance to the student and who is not an employee of the district,
2. An opportunity to testify and to present evidence and witnesses in the student’s defense, and
3. An opportunity to question the district’s witnesses.

After providing notice to the student and parent of the hearing, the district may hold the hearing regardless of whether the student or the student’s parent attends.

The board of trustees delegates to the Superintendent or other appropriate administrator authority to conduct hearings and expel students.

Board Review of Expulsion

After the due process hearing, the expelled student may request that the board review the expulsion decisions. The student or parent must submit a written request to the superintendent within seven days after receipt of the written decision. The superintendent must provide the student or parent written notice of the date, time, and place of the meeting at which the board will review the decision.

The board will review the record of the expulsion hearing in a closed meeting unless the parent requests in writing that the matter be held in an open meeting. The board may also hear a statement from the student or parent and from the board’s designee.

The board will hear statements made by the parties at the review and will base its decision on evidence reflected in the record and any statements made by the parties at the review. The board will make and communicate its decision orally at the conclusion of the presentation. Consequences will not be deferred pending the outcome of the hearing.

Expulsion Order

After the due process hearing, if the student is expelled, the board or its designee will deliver to the student and the student’s parent a copy of the order expelling the student.

Not later than the second business day after the hearing, the principal or designee will deliver to the juvenile court a copy of the expulsion order and the information required by Section 52.04 of the Family Code.

If the length of the expulsion is inconsistent with the guidelines included in the Student Code of Conduct, the expulsion order will give notice of the inconsistency.

Length of Expulsion

The length of an expulsion will be correlated to the seriousness of the offense, the student’s age and grade level, the frequency of misbehavior, the student’s attitude, and statutory requirements.

The duration of a student’s expulsion will be determined on a case-by-case basis. The maximum period of expulsion is one calendar year except as provided below.

An expulsion may not exceed one year unless, after review, the district determines that:

1. The student is a threat to the safety of other students or to district employees, or
2. Extended expulsion is in the best interest of the student.

State and federal law require a student to be expelled from the regular classroom for a period of at least one calendar year for bringing a firearm, as defined by federal law, to school. However, the superintendent or other

appropriate administrator may modify the length of the expulsion on a case-by-case basis.

Students who commit offenses that require expulsion at the end of one school year may be expelled into the next school year to complete the term of expulsion.

Withdrawal during Process

When a student has violated the district’s Code in a way that requires or permits expulsion from the district and the student withdraws from the district before the expulsion hearing takes place, the district may conduct the hearing after sending written notice to the parent and student.

If the student then reenrolls in the district during the same or subsequent school year, the district may enforce the expulsion order at that time, less any expulsion period that has been served by the student during enrollment in another district.

If the appropriate administrator or the board fails to issue an expulsion order after the student withdraws, the next district in which the student enrolls may complete the proceedings.

Additional Misconduct

If during the expulsion, the student engages in additional conduct for which placement in a DAEP or expulsion is required or permitted, additional proceedings may be conducted, and the appropriate administrator or the board may issue an additional disciplinary order as a result of those proceedings.

Restrictions during Expulsion

Expelled students are prohibited from being on school grounds or attending school-sponsored or school-related activities during the period of expulsion.

No district academic credit will be earned for work missed during the period of expulsion unless the student is enrolled in a JJAEP or another district-approved program.

Newly Enrolled Students

The district will continue the expulsion of any newly enrolled student expelled from another district or an open-enrollment charter school until the period of the expulsion is completed.

If a student expelled in another state enrolls in the district, the district may continue the expulsion under the terms of the expulsion order, may place the student in a DAEP for the period specified in the order, or may allow the student to attend regular classes if:

1. The out-of-state district provides the district with a copy of the expulsion order, and
2. The offense resulting in the expulsion is also an expellable offense in the district in which the student is enrolling.

If a student is expelled by a district in another state for a period that exceeds one year and the district continues the expulsion or places the student in a DAEP, the district will reduce the period of the expulsion or

DAEP placement so that the entire period does not exceed one year, unless after a review it is determined that:

1. The student is a threat to the safety of other students or district employees, or
2. Extended placement is in the best interest of the student.

Emergency Expulsion Procedures

When an emergency expulsion occurs, the student will be given verbal notice of the reason for the action. Within ten days after the date of the emergency expulsion, the student will be given appropriate due process required for a student facing expulsion.

DAEP Placement of Expelled Students

The district may provide educational services to any expelled student in a DAEP; however, educational services in the DAEP must be provided if the student is less than ten years of age.

Glossary

The glossary provides legal definitions and locally established definitions and is intended to assist in understanding terms related to the Student Code of Conduct.

Abuse is improper or excessive use.

Armor-piercing ammunition is handgun ammunition used in pistols and revolvers and designed primarily for the purpose of penetrating metal or body armor.

Arson is:

1. A crime that involves starting a fire or causing an explosion with intent to destroy or damage:
 - a. Any vegetation, fence, or structure on open-space land; or
 - b. Any building, habitation, or vehicle:
 - 1) Knowing that it is within the limits of an incorporated city or town,
 - 2) Knowing that it is insured against damage or destruction,
 - 3) Knowing that it is subject to a mortgage or other security interest,
 - 4) Knowing that it is located on property belonging to another,
 - 5) Knowing that it has located within it property belonging to another, or
 - 6) When the person starting the fire is reckless about whether the burning or explosion will endanger the life of some individual or the safety of the property of another;
2. A crime that involves recklessly starting a fire or causing an explosion while manufacturing or attempting to manufacture a controlled substance and the fire or explosion damages any building, habitation, or vehicle; or
3. A crime that involves intentionally starting a fire or causing an explosion and in so doing:
 - a. Recklessly damages or destroys a building belonging to another, or
 - b. Recklessly causes another person to suffer bodily injury or death.

Assault is defined in part by Texas Penal Code 22.01(a)(1) as intentionally, knowingly, or recklessly causing bodily injury to another.

Bullying is written or oral expression or physical conduct that a school district's board of trustees or the board's designee determines:

1. To have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property; or
2. To be sufficiently severe, persistent, or pervasive to create an intimidating, threatening, or abusive educational environment for a student.

Chemical dispensing device is a device designed, made, or adapted for the purpose of causing an adverse psychological or physiological effect on a human being. A small chemical dispenser sold commercially for personal protection is not in this category.

Club is an instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death. A blackjack, mace, and tomahawk are in the same category.

Criminal street gang is three or more persons having a common identifying sign or symbol or an identifiable leadership who continuously or regularly associate in the commission of criminal activities.

Dating violence is the intentional use of physical, sexual, verbal, or emotional abuse by a person to harm, threaten, intimidate, or control another person with whom the student has or has had a dating relationship, as defined by Section 71.0021 of the Family Code.

Deadly conduct occurs when a person recklessly engages in conduct that places another in imminent danger of serious bodily injury, such as knowingly discharging a firearm in the direction of an individual, habitation, building, or vehicle.

Deferred adjudication is an alternative to seeking a conviction in court that may be offered to a juvenile for delinquent conduct or conduct indicating a need for supervision.

Deferred prosecution may be offered to a juvenile as an alternative to seeking a conviction in court for delinquent conduct or conduct indicating a need for supervision.

Delinquent conduct is conduct that violates either state or federal law and is punishable by imprisonment or confinement in jail. It includes conduct that violates certain juvenile court orders, including probation orders, but does not include violations of traffic laws.

Discretionary means that something is left to or regulated by a local decision maker.

Explosive weapon is any explosive or incendiary bomb, grenade, rocket, or mine and its delivery mechanism that is designed, made, or adapted for the purpose of inflicting serious bodily injury, death, or substantial property damage, or for the principal purpose of causing such a loud report as to cause undue public alarm or terror.

False Alarm or Report occurs when a person knowingly initiates, communicates, or circulates a report of a present, past, or future bombing, fire, offense, or other emergency that he or she knows is false or baseless and that would ordinarily:

1. Cause action by an official or volunteer agency organized to deal with emergencies;
2. Place a person in fear of imminent serious bodily injury; or
3. Prevent or interrupt the occupation of a building, room, or place of assembly.

Firearm silencer means any device designed, made, or adapted to muffle the report of a firearm.

Graffiti are markings with paint, an indelible pen or marker, or an etching or engraving device on tangible property without the effective consent of the owner. The markings may include inscriptions, slogans, drawings, or paintings.

Harassment is:

1. Conduct that meets the definition established in district policies DIA(LOCAL) and FFH(LOCAL); or
2. Conduct that threatens to cause harm or bodily injury to another student, is sexually intimidating, causes physical damage to the property of another student, subjects another

student to physical confinement or restraint, or maliciously and substantially harms another student's physical or emotional health or safety.

Hazing is an intentional or reckless act, on or off campus, by one person alone or acting with others, that endangers the mental or physical health or safety of a student for the purpose of pledging, initiation into, affiliation with, holding office in, or maintaining membership in an organization.

Hit list is a list of people targeted to be harmed, using a firearm, a knife, or any other object to be used with intent to cause bodily harm.

Knuckles are any instrument consisting of finger rings or guards made of a hard substance and designed or adapted for inflicting serious bodily injury or death by striking a person with a fist enclosed in the knuckles.

Machine gun is any firearm that is capable of shooting more than two shots automatically, without manual reloading, by a single function of the trigger.

Mandatory means that something is obligatory or required because of an authority.

Paraphernalia are devices that can be used for inhaling, ingesting, injecting, or otherwise introducing a controlled substance into a human body.

Persistent misbehavior is two or more violations of the Code in general or repeated occurrences of the same violation.

Possession means to have an item on one's person or in one's personal property, including but not limited to clothing, purse, or backpack; a private vehicle used for transportation to or from school or school-related activities, including but not limited to an automobile, truck, motorcycle, or bicycle; or any other school property used by the student, including but not limited to a locker or desk.

Public school fraternity, sorority, secret society, or gang means an organization composed wholly or in part of students that seeks to perpetuate itself by taking additional members from the students enrolled in school based on a decision of its membership rather than on the free choice of a qualified student. Educational organizations listed in Section 37.121(d) of the Education Code are excepted from this definition.

Reasonable belief is a determination made by the superintendent or designee using all available information, including the information furnished under Article 15.27 of the Code of Criminal Procedure.

Self-defense is the use of force against another to the degree a person reasonably believes the force is immediately necessary to protect himself or herself.

Serious offenses include but are not limited to:

- Murder.
- Vandalism.
- Robbery or theft.
- Extortion, coercion, or blackmail.

- Actions or demonstrations that substantially disrupt or materially interfere with school activities.
- Hazing.
- Insubordination.
- Profanity, vulgar language, or obscene gestures.
- Fighting, committing physical abuse, or threatening physical abuse.
- Possession or distribution of pornographic materials.
- Leaving school grounds without permission.
- Sexual harassment of a student or district employee.
- Possession of or conspiracy to possess any explosive or explosive device.
- Falsification of records, passes, or other school-related documents.
- Refusal to accept discipline assigned by the teacher or principal.

Short-barrel firearm is a rifle with a barrel length of less than 16 inches or a shotgun with a barrel length of less than 18 inches, or any weapon made from a rifle or shotgun that, as altered, has an overall length of less than 26 inches.

Switchblade is any knife with a blade that folds, closes, or retracts into the handle or sheath and that opens automatically by pressing a button or by the force of gravity or centrifugal force.

Terroristic threat is a threat of violence to any person or property with intent to:

1. Cause a reaction of any type by an official or volunteer agency organized to deal with emergencies;
2. Place any person in fear of imminent serious bodily injury;
3. Prevent or interrupt the occupation or use of a building; room, place of assembly, or place to which the public has access; place of employment or occupation; aircraft, automobile, or other form of conveyance; or other public place;
4. Cause impairment or interruption of public communications, public transportation, public water, gas, or power supply or other public service;
5. Place the public or a substantial group of the public in fear of serious bodily injury; or
6. Influence the conduct or activities of a branch or agency of the federal government, the state, or a political subdivision of the state (including the district).

Title 5 offenses are those that involve injury to a person and include murder; kidnapping; assault; aggravated assault; sexual assault; aggravated sexual assault; unlawful restraint; indecency with a child; injury to a child, an elderly person, or a disabled person; abandoning or endangering a child; deadly conduct; terroristic threat; aiding a person to commit suicide; and tampering with a consumer product. [See FOC (EXHIBIT)]

Under the influence means lacking the normal use of mental or physical faculties. Impairment of a person's physical or mental faculties may be evidenced by a pattern of abnormal or erratic

behavior, the presence of physical symptoms of drug or alcohol use, or by admission. A student “under the influence” need not be legally intoxicated to trigger disciplinary action.

Use means voluntarily introducing into one’s body, by any means, a prohibited substance.

Zip gun is a device or combination of devices, not originally a firearm, but adapted to expel a projectile through a smooth-bore or rifled-bore barrel by using the energy generated by an explosion or burning substance.



AGENDA ITEM ACTION SHEET

SUBJECT	2010-2011 PDAS Appraisal Calendar 2010-2011 LTISD Certified Appraiser Roster
RECOMMENDED ACTION	Approve PDAS appraisal calendar and PDAS appraisers as presented.
RATIONALE	<p>Board Policy DNA(LEGAL) requires the District to establish a calendar for teacher appraisals that reflects the following guidelines:</p> <ol style="list-style-type: none"> 1. Exclude observations in the three weeks after the day of completion of the PDAS orientation in the school years when an orientation is required; 2. Exclude observations in the three weeks after the day of completion of the PDAS orientation for teachers new to the PDAS; 3. Exclude observations in the first three weeks of instruction in the school years when the PDAS orientation is not required; 4. Prohibit observations on the last day of instruction before any official school holiday or on any other day deemed inappropriate by the Board; and 5. Indicate a period for summative annual conferences that ends no later than 15 working days before the last day of instruction for students. <p>The attached calendar meets these requirements.</p> <p>DNA(LOCAL) requires that a list of qualified appraisers who may appraise teachers shall be approved by the Board of Trustees. The appraisers must meet the following criteria:</p> <ol style="list-style-type: none"> 1. The teacher’s supervisor shall conduct the teacher’s appraisal and must hold a superintendent, mid-management (principal), or supervisor certification, or must hold comparable certificates established by the State Board for Educator Certification. 2. An appraiser other than the teacher’s supervisor must be approved by the Board, hold a valid teaching certificate, and have at least three years of pre-kindergarten, elementary, or secondary teaching experience. <p>The attached list of appraisers meets these requirements.</p>
BUDGET PROVISIONS	None



RESOURCE PERSONNEL	Susan Bohn, Deputy Superintendent and General Counsel
ATTACHMENTS	Proposed 2010-2011 PDAS Appraisal Calendar Proposed 2010-2011 PDAS Certified Appraiser Roster
MEETING DATE	August 12, 2010

Lake Travis Independent School District

PDAS Appraisal Calendar

2011-2011 School Year

PDAS Orientation Training Deadline

Teachers New to PDAS Appraisal System by September 3, 2010

Appraisal Period Timeline

PDAS Campus Orientation for all Teachers by August 20, 2010

Teacher Self Report Part I Deadline Friday, September 3, 2010

First Day to Appraise Monday, September 13, 2010

Teacher Self Report Parts II and III Deadline Wednesday, April 20, 2011

Last Day to Appraise Tuesday, May 3, 2011

Summative Annual Conference / Report Deadline Tuesday, May 10, 2011

Last Day to Amend Summative Conference Friday, May 27, 2011

Days Excluded from Formal Appraisals

(Final two days of the nine weeks and the last instructional day before a student holiday)

August 23 – September 10, 2010

October 21-22, 2010

November 19, 2010

December 17, 2010

January 13-14, 2011

February 18, 2011

March 11, 2011

March 24-25, 2011

April 21, 2011

Professional Development Appraisal System
District Appraisers 2010-2011

LTHS

Principal: Kimberly Brents
Associate Principal: Mark Robinson
Associate Principal: Karen Reich
Assistant Principal: Andy Paulson
Assistant Principal: Angela Frankhouser
Assistant Principal: Roy Hudson

HBMS:

Principal: Debra Aceves
Assistant Principal: Steven Lott

LTMS:

Principal: Russell Maedgen
Assistant Principal: Janet Pyne

BCE:

Principal: Janie Braxdale

LPE:

Principal: Heidi Gudelman

LTE:

Principal: Karen Miller-Kopp
Assistant Principal: Jodie Villemaire

LWE:

Principal: Samuel Hicks

SHE:

Principal: Allison Cobb

Secondary Appraisers:

Assistant Superintendent for Student Support Services: Rebecca Burnett
Executive Director of Academic and Organizational Development: Jill Siler
Director of Elementary Instruction: Jennifer Farley



AGENDA ITEM ACTION SHEET

SUBJECT	Proposed Date for Budget and Tax Rate Public Hearing
RECOMMENDED ACTION	Set date and time for the Budget and Tax Rate Public Hearing
RATIONALE	School districts must post meeting notices for adoption of their proposed budget and tax rates under Texas Education Code Section 44.004. A school district publishes one notice- <i>the Notice of Public Meeting to Discuss Budget and Proposed Tax Rate</i> - in a local newspaper. The notice appears in the newspaper no later than 10 days or earlier than 30 days before the date of the public meeting.
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Johnny W. Hill, Asst. Supt. – Business, Financial & Auxiliary Services 533-6016
ATTACHMENTS	<ol style="list-style-type: none">1. Notice of Public Meeting to Discuss Budget and Proposed Tax Rate.2. Tax Bill Comparison-2010-2011
MEETING DATE	August 12, 2010



NOTICE OF PUBLIC MEETING TO DISCUSS BUDGET AND PROPOSED TAX RATE

The _____ Lake Travis Independent School District _____ will hold a public meeting at _____ 6:30pm, August 26, 2010 _____ in _____ the EDC , Live Oak Room, at 607 North Ranch Road 620 _____ Lakeway, Texas 78734 _____.

The purpose of this meeting is to discuss the school district's budget that will determine the tax rate that will be adopted. Public participation in the discussion is invited.

The tax rate that is ultimately adopted at this meeting or at a separate meeting at a later date may not exceed the proposed rate shown below unless the district publishes a revised notice containing the same information and comparisons set out below and holds another public meeting to discuss the revised notice.

Maintenance Tax	\$	<u>1.04000</u>	/ \$100 (Proposed rate for maintenance and operations)
School Debt Service Tax			
Approved by Local Voters	\$	<u>0.27590</u>	/ \$100 (proposed rate to pay bonded indebtedness)

Comparison of Proposed Budget with Last Year's Budget

The applicable percentage increase or decrease (or difference) in the amount budgeted in the preceding fiscal year and the amount budgeted for the fiscal year that begins during the current tax year is indicated for each of the following expenditure categories:

Maintenance and operations	<u>2.30</u>	% increase	or	<u> </u>	% (decrease)
Debt service	<u>1.63</u>	% increase	or	<u> </u>	% (decrease)
Total expenditures	<u>2.19</u>	% increase	or	<u> </u>	% (decrease)

Total Appraised Value and Total Taxable Value (as calculated under Section 26.04, Tax Code)

	Preceding Tax Year	Current Tax Year
Total appraised value* of all property	\$ <u>7,850,734,045</u>	\$ <u>7,689,957,750</u>
Total appraised value* of new property**	\$ <u>359,172,353</u>	\$ <u>186,325,394</u>
Total taxable value*** of all property	\$ <u>6,425,399,037</u>	\$ <u>6,171,799,982</u>
Total taxable value*** of new property**	\$ <u>324,783,817</u>	\$ <u>172,406,876</u>

* "Appraised value" is the amount shown on the appraisal roll and defined by Section 1.04(8), Tax Code.

** "New property" is defined by Section 26.012(17), Tax Code.

*** "Taxable value" is defined by Section 1.04(10), Tax Code.

Bonded Indebtedness

Total amount of outstanding and unpaid bonded indebtedness* \$ 176,316,269

* Outstanding principal.

Comparison of Proposed Rates with Last Year's Rates

	<u>Maintenance & Operations</u>	<u>Interest & Sinking Fund*</u>	<u>Total</u>	<u>Local Revenue Per Student</u>	<u>State Revenue Per Student</u>
Last Year's Rate	\$ 1.04000	\$ 0.27590 *	\$ 1.31590	\$ 8,385	\$ 1,859
Rate to Maintain Same Level of Maintenance & Operations Revenue & Pay Debt Service	\$ 1.04562	\$ 0.27861 *	\$ 1.32423	\$ 7,786	\$ 2,297
Proposed Rate	\$ 1.04000	\$ 0.27590 *	\$ 1.31590	\$ 7,709	\$ 2,297

* The Interest & Sinking Fund tax revenue is used to pay for bonded indebtedness on construction, equipment, or both. The bonds, and the tax rate necessary to pay those bonds, were approved by the voters of this district.

Comparison of Proposed Levy with Last Year's Levy on Average Residence

	<u>Last Year</u>	<u>This Year</u>
Average Market Value of Residences	\$ 404,704	\$ 384,278
Average Taxable Value of Residences	\$ 296,885	\$ 285,373
Last Year's Rate Versus Proposed Rate per \$100 Value	\$ 1.31590	\$ 1.31590
Taxes Due on Average Residence	\$ 3,907.00	\$ 3,755.00
Increase (Decrease) in Taxes		\$ (152.00)

Under state law, the dollar amount of school taxes imposed on the residence homestead of a person 65 years of age or older or of the surviving spouse of such a person, if the surviving spouse was 55 years of age or older when the person died, may not be increased above the amount paid in the first year after the person turned 65, regardless of changes in tax rate or property value.

Notice of Rollback Rate: The highest tax rate the district can adopt before requiring voter approval at an election is 1.31590. This election will be automatically held if the district adopts a rate in excess of the rollback rate of 1.31590.

Fund Balances

The following estimated balances will remain at the end of the current fiscal year and are not encumbered with or by a corresponding debt obligation, less estimated funds necessary for operating the district before receipt of the first state aid payment:

Maintenance and Operations Fund Balance(s)	\$ 22,067,054.00
Interest & Sinking Fund Balance(s)	\$ 2,100,000.00

Lake Travis ISD
 Tax Bill Comparison - 2010-11 Budget
 August 4, 2010

Truth In Taxation Publication Including Tax Cap & Other TCAD Adjustments	Projected 2010-11	Actual 2009-10	Difference	Percent Change
Average Appraised Value of Homestead	384,278	404,704	-20,426	-5.05%
State-Mandated Homestead Exemption	-15,000	-15,000	0	0.00%
Tax Cap/Other TCAD Adjustments	-7,049	-11,878	4,829	-40.65%
Local Homestead Exemption 20.00%	-76,856	-80,941	4,085	-5.05%
Average Taxable Value of Homestead	285,373	296,885	-11,512	-3.9%
Tax Rate	1.3159	1.3159	0.0000	0.00%
Average Homestead Tax Bill	3,755	3,907	-152	-3.9%

How the tax bill is allocated:

Portion of Tax Bill Paid to the State for Recapture	1,397	1,464	-67	-4.6%
Portion of Tax Bill for District Operations	1,571	1,624	-53	-3.3%
Total M&O Tax Bill	2,968	3,088	-120	-3.9%
Debt Service Bill	787	819	-32	-3.9%

Note:

\$28.54 equals the change in the tax bill to the average homeowner for each 1 cent change in the tax rate
47 percent of the M&O tax rate is for the recapture payment to the state



AGENDA ITEM ACTION SHEET

SUBJECT	Target Tax Rate for 2010-2011
RECOMMENDED ACTION	Information Only
RATIONALE	<p>Truth-in-Taxation requires school districts to calculate two rates after receiving a certified appraisal roll from the chief appraiser- the effective tax rate and the rollback tax rate. School districts are not required to publish the effective tax rate, but must publish the rollback rate in a public meeting notice. The school board must perform the following:</p> <ul style="list-style-type: none"> • Calculate the effective tax rate and the rollback tax rate; • Decide how much revenue it needs and calculate the rate required to raise that amount; • Concurrently post a budget summary on its Web site and publish a notice on the budget and proposed tax rate; • Hold a hearing on the budget and proposed tax rate; • Adopt a budget and then adopt the tax rate; and • Administer a rollback election if the adopted rate exceeds the rollback rate.
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Johnny W. Hill, Asst. Supt. – Business, Financial & Auxiliary Services 533-6016
ATTACHMENTS	1. Tax Rate History Sheet
MEETING DATE	August 12, 2010

Lake Travis ISD
Tax Rate History

	M&O	Debt	Total	
2010-11	1.0400	0.2759	1.3159	(Proposed)
2009-10	1.0400	0.2759	1.3159	
2008-09	1.0400	0.2759	1.3159	
2007-08	1.0400	0.3185	1.3585	
2006-07	1.3700	0.2486	1.6186	
2005-06	1.5000	0.3005	1.8005	
2004-05	1.5000	0.3025	1.8025	
2003-04	1.5000	0.2883	1.7883	
2002-03	1.4700	0.3156	1.7856	
2001-02	1.5000	0.3302	1.8302	
2000-01	1.4620	0.3175	1.7795	
1999-00	1.4999	0.3885	1.8884	
1998-99	1.4999	0.4453	1.9452	
1997-98	1.4999	0.2949	1.7948	
1996-97	1.2862	0.3158	1.6020	
1995-96	1.2425	0.3595	1.6020	
1994-95	1.2574	0.4302	1.6876	
1993-94	1.3916	0.4520	1.8436	
1992-93	0.3869	0.4113	0.7982	
1991-92	0.3689	0.4371	0.8060	
1990-91	1.0969	0.3931	1.4900	

2010-2011

Effective Tax Rate = 1.41940

Rollback Tax Rate = 1.31590

Target Tax Rate = 1.31590



AGENDA ITEM ACTION SHEET

SUBJECT	Budget Update for 2010-11
RECOMMENDED ACTION	Information Only
RATIONALE	To continue to inform the Board of our current projection of the 2010-11 Budget.
BUDGET PROVISIONS	2010-11 Budget
RESOURCE PERSONNEL	Johnny W. Hill, Asst. Supt. – Business, Financial & Auxiliary Services 533-6016
ATTACHMENTS	1. 2010-11 Budget Information Sheets
MEETING DATE	August 12, 2010

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT
ESTIMATED REVENUES, APPROPRIATED EXPENDITURES, OTHER RESOURCES AND USES, AND BALANCES
OFFICIAL BUDGET
2010-11 SCHOOL YEAR

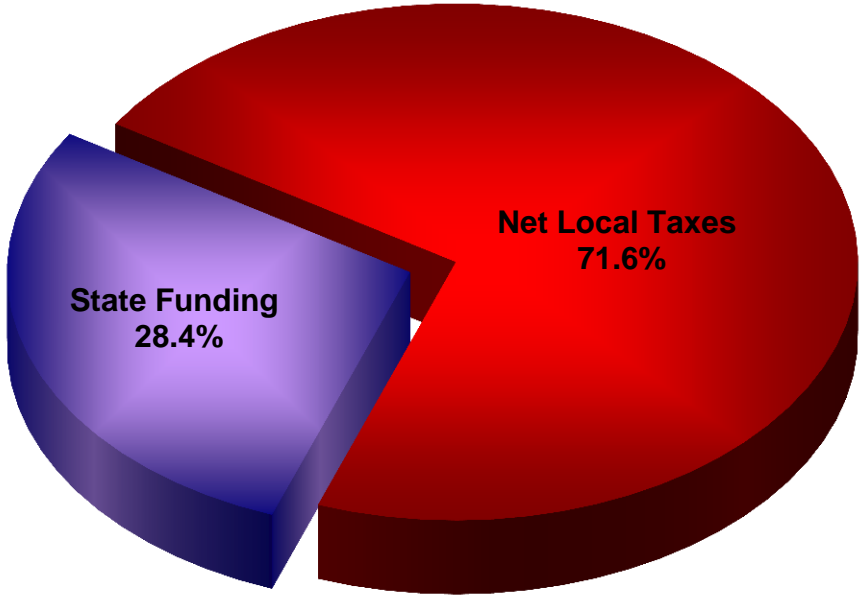
		GENERAL FUND	FOOD SERVICE FUND	DEBT SERVICE FUND	TOTAL ALL FUNDS
REVENUE					
5700	LOCAL, INTERMEDIATE, OTHER	\$ 63,963,898	\$ 2,395,685	\$ 16,742,412	\$ 83,101,995
5800	STATE PROGRAM REVENUE	16,088,967	9,500		16,098,467
5900	FEDERAL PROGRAM REVENUE	10,000	458,173		468,173
	TOTAL REVENUES	<u>\$ 80,062,865</u>	<u>\$ 2,863,358</u>	<u>\$ 16,742,412</u>	<u>\$ 99,668,635</u>
EXPENDITURE					
11	INSTRUCTION	\$ 31,530,387	\$	\$	\$ 31,530,387
12	INSTRUCTIONAL RESOURCES	645,794			645,794
13	INSTRUCTIONAL STAFF DEVELOPMENT	330,747			330,747
21	INSTRUCTIONAL ADMINISTRATION	175,111			175,111
23	SCHOOL ADMINISTRATION	2,396,888			2,396,888
31	GUIDANCE AND COUNSELING	1,641,928			1,641,928
33	HEALTH SERVICE	513,423			513,423
34	PUPIL TRANSPORTATION-REGULAR	2,274,764			2,274,764
35	FOOD SERVICES	59,400	2,868,514		2,927,914
36	CO-CURRICULAR ACTIVITIES	1,725,077			1,725,077
41	GENERAL ADMINISTRATION	2,163,511			2,163,511
51	PLANT & MAINT OPERATIONS	7,327,881			7,327,881
52	SECURITY AND MONITORING	248,202			248,202
53	NON-INSTRUCTIONAL DATA PROCESSING	1,169,923			1,169,923
61	COMMUNITY EDUCATION	99,400			99,400
71	DEBT SERVICE	15,000		16,820,330	16,835,330
81	CONSTRUCTION	16,200			16,200
91	STATE TRANSFERS	29,092,759			29,092,759
92	RECAPTURE INCREMENTAL COSTS	250,000			250,000
93	SPECIAL ED TRANSFERS-DAY SCHOOL	15,000			15,000
95	JJAEF TRANSFERS	15,000			15,000
99	OTHER INTERGOVERNMENTAL CHARGES	200,000			200,000
	TOTAL EXPENDITURES	<u>\$ 81,906,395</u>	<u>\$ 2,868,514</u>	<u>\$ 16,820,330</u>	<u>\$ 101,595,239</u>
OTHER RESOURCES AND (USES)					
7000	OTHER RESOURCES	\$ 30,000	\$	\$	\$ 30,000
8000	OTHER USES				0
	TOTAL RESOURCES & USES	<u>\$ 30,000</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 30,000</u>
1200	EXCESS (DEFICIENCY) OF REVENUES & OTHER RESOURCES OVER EXPENDI- TURES AND OTHER USES	\$ (1,813,530)	0 (5,156)	\$ (77,918)	\$ (1,896,604)
3100	BEGINNING FUND BALANCE, 9/1	22,067,055	106,410	1,827,292	24,000,757
3100	ENDING FUND BALANCE, 8/31	<u>\$ 20,253,525</u>	<u>\$ 101,254</u>	<u>\$ 1,749,374</u>	<u>\$ 22,104,153</u>

The Official Budget for this district for the school year 2010-11 was adopted at a meeting of the Board of School Trustees on August 27, 2009 as evidenced in the Official School Board minutes. I certify, to the best of my knowledge, that the budget preparation and adoption is in accordance with provisions applicable to the Texas Education Code. The Schedules of Special Revenue Funds and Internal Service Funds and Enterprise Funds are an addendum for informational purposes.

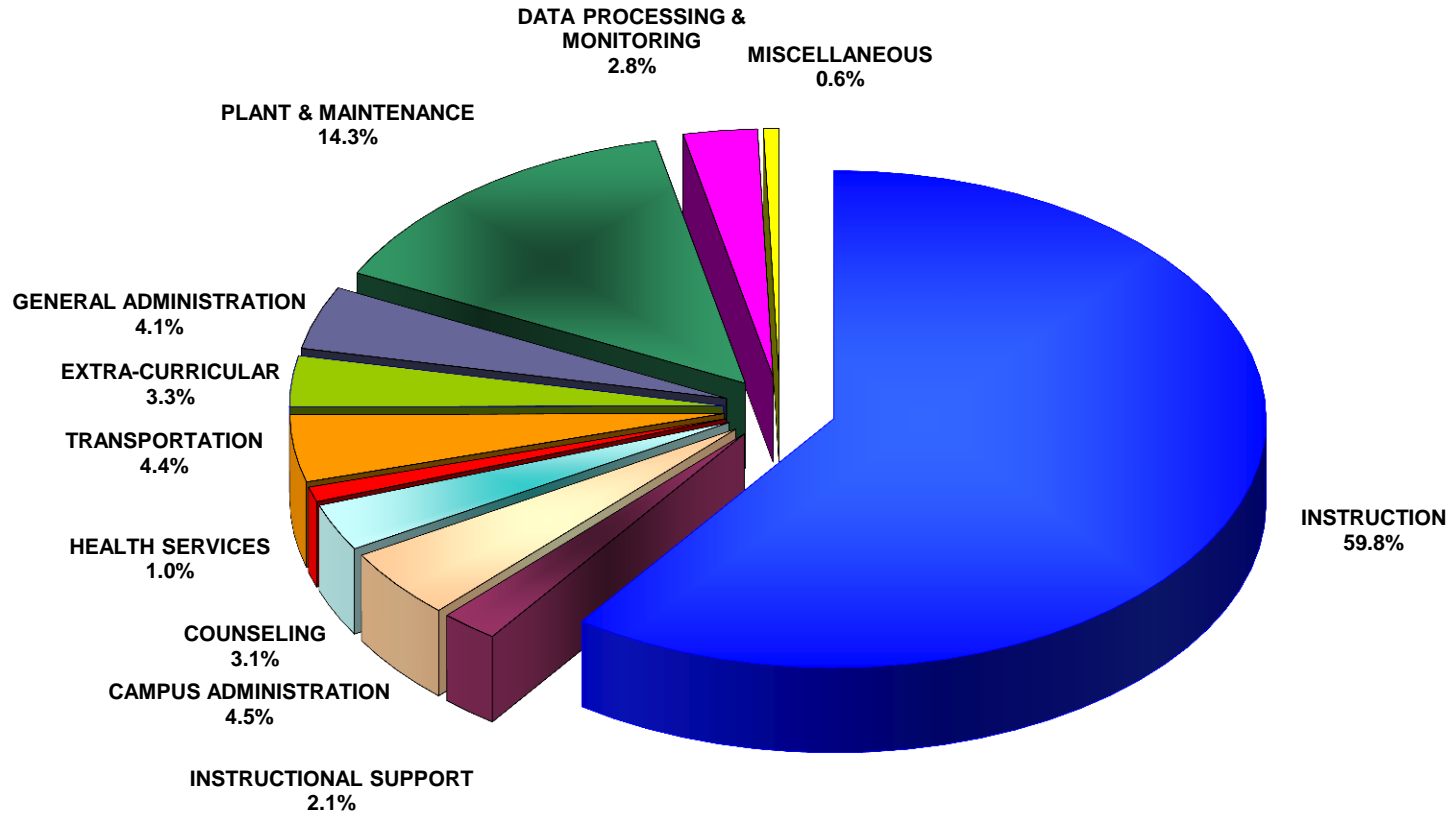
President, Board of Trustees
Jason Buddin

Secretary, Board of Trustees
Lisa Johnson

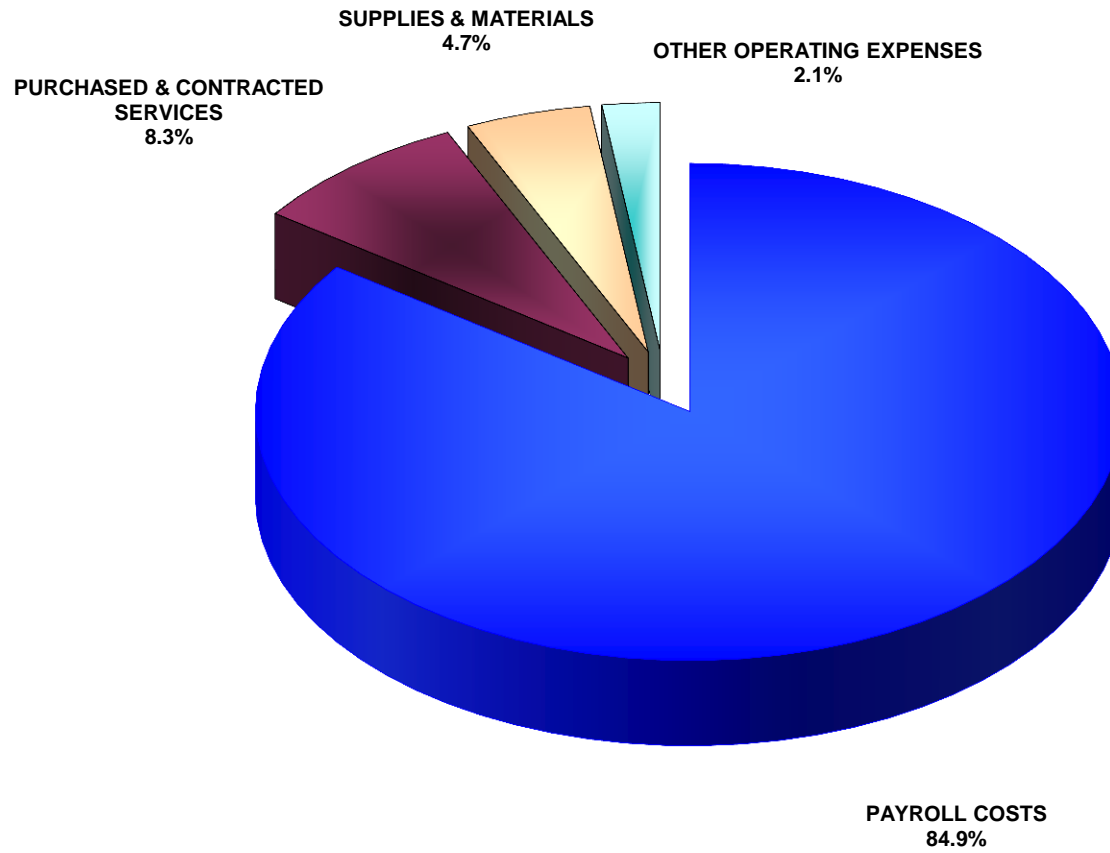
**Targeted Revenue/WADA (\$6,169)
(@ the Compressed Tax Rate)
2010-2011**



Net Expenditures/WADA (\$7,088)
(Without Recapture & TRS On-Behalf)
2010-2011



Net Expenditures by Object Code
(Without Recapture & TRS On-Behalf)
2010-2011



COMPARISON OF BUDGET BY ORGANIZATION

08/04/10

<u>ORGANIZATION-</u>	<u>2010-11 PROPOSED</u>	<u>2009-10 CURRENT AMENDED</u>	<u>DOLLAR DIFFERENCE</u>	<u>PERCENT DIFFERENCE</u>
57XX-LOCAL SOURCES	\$63,963,898	\$66,234,484	\$ (2,270,586)	-3.43%
58XX-STATE SOURCES	\$16,088,967	\$13,151,244	\$ 2,937,723	22.34%
59XX-FEDERAL SOURCES	\$10,000	\$80,000	\$ (70,000)	-87.50%
79XX-SALE OF PERSONAL PROPERTY	\$30,000	\$30,000	\$ -	0.00%
TOTAL ESTIMATED REVENUES	\$80,092,865	\$79,495,728	\$597,137	0.75%
001 - HIGH SCHOOL	\$ 1,158,347	\$ 1,123,492	\$ 34,855	3.10%
041 - LAKE TRAVIS MIDDLE SCHOOL	\$ 277,428	\$ 257,575	\$ 19,853	7.71%
042 - HUDSON BEND MIDDLE SCHOOL	\$ 280,734	\$ 262,818	\$ 17,916	6.82%
101 - LAKE TRAVIS ELEMENTARY	\$ 358,325	\$ 337,169	\$ 21,156	6.27%
102 - LAKEWAY ELEMENTARY	\$ 192,330	\$ 177,542	\$ 14,788	8.33%
103 - BEE CAVE ELEMENTARY	\$ 178,547	\$ 159,854	\$ 18,693	11.69%
104 - LAKE POINTE ELEMENTARY	\$ 177,643	\$ 153,737	\$ 23,906	15.55%
105 - SERENE HILLS ELEMENTARY	\$ 194,395	\$ 155,647	\$ 38,748	24.89%
700 - TRS ON BEHALF	\$ -	\$ -	\$ -	0.00%
776 - COMMUNITY FACILITIES	\$ -	\$ -	\$ -	0.00%
777 - DISTRICT MAINTENANCE	\$ 2,075,751	\$ 2,055,851	\$ 19,900	0.97%
779 - STATE TRANSFERS	\$ 29,357,759	\$ 30,704,833	\$ (1,347,074)	-4.39%
901 - SUPERINTENDENT	\$ 26,251	\$ 26,553	\$ (302)	-1.14%
902 - BUSINESS OFFICE	\$ 456,909	\$ 473,350	\$ (16,441)	-3.47%
903 - SCHOOL BOARD	\$ 99,220	\$ 99,995	\$ (775)	-0.78%
904 - CURRICULUM	\$ 140,580	\$ 133,499	\$ 7,081	5.30%
905 - HUMAN RESOURCES	\$ 87,845	\$ 117,379	\$ (29,534)	-25.16%
907 - EXTRA CURRICULAR ACTIVITIES	\$ 5,000	\$ 5,000	\$ -	0.00%
908 - SPECIAL EDUCATION	\$ 59,541	\$ 409,541	\$ (350,000)	-85.46%
909 - ADMINISTRATION/EDUCATIONAL DE	\$ -	\$ 34,482	\$ (34,482)	-100.00%
910 - TECHNOLOGY	\$ 580,049	\$ 357,781	\$ 222,268	62.12%
911 - DEPUTY SUPT./ GENERAL COUNSEL	\$ 101,253	\$ 82,100	\$ 19,153	23.33%
912 - COMMUNICATION SERVICES	\$ 36,723	\$ 37,053	\$ (330)	-0.89%
913 - PLANNING AND EVALUATION	\$ -	\$ -	\$ -	0.00%
914-STUDENT SUPPORT SERVICES	\$ 5,000	\$ -	\$ 5,000	100.00%
931 - MAINTENANCE DEPT.	\$ 30,612	\$ 62,552	\$ (31,940)	-51.06%
932 - TRANSPORTATION	\$ 477,664	\$ 407,693	\$ 69,971	17.16%
934-DISTRIBUTION CENTER	\$ 97,900	\$ -	\$ 97,900	100.00%
185-ATHLETICS	\$ 440,364	\$ 482,820	\$ (42,456)	-8.79%
TOTAL APPROPRIATIONS W/O PAYROLL	36,896,170	38,118,316	(1,222,146)	-3.21%
DISTRICT PAYROLL/COMPENSATION	45,010,225	41,947,212	\$ 3,063,013	7.30%
TOTAL DISTRICT APPROPRIATIONS	81,906,395	80,065,528	1,840,867	2.30%
ESTIMATED CHANGE IN FUND BALANCE	(1,813,530)	(569,800)	(1,243,730)	

Comparison Of Budget By Functions

<u>Function</u>	<u>Description</u>	2010-11	2009-10	Positive/(Negative)	% of
		Local	Local		
		Operating	Operating	Variance	Budget
		Appropriations	Appropriations		
11	INSTRUCTION	\$ 31,530,387.00	\$ 28,838,400.00	\$ 2,691,987.00	9.33%
12	INSTRUCTIONAL RESOURCES	\$ 645,794.00	\$ 631,889.00	\$ 13,905.00	2.20%
13	INSTRUCTIONAL STAFF DEVELOPMENT	\$ 330,747.00	\$ 324,972.00	\$ 5,775.00	1.78%
21	INSTRUCTIONAL ADMINISTRATION	\$ 175,111.00	\$ 255,615.00	\$ (80,504.00)	-31.49%
23	SCHOOL ADMINISTRATION	\$ 2,396,888.00	\$ 2,329,439.00	\$ 67,449.00	2.90%
31	GUIDANCE AND COUNSELING	\$ 1,641,928.00	\$ 1,769,193.00	\$ (127,265.00)	-7.19%
33	HEALTH SERVICE	\$ 513,423.00	\$ 497,495.00	\$ 15,928.00	3.20%
34	PUPIL TRANSPORTATION	\$ 2,274,764.00	\$ 2,046,617.00	\$ 228,147.00	11.15%
35	FOOD SERVICE	\$ 59,400.00	\$ 59,400.00	\$ -	0.00%
36	CO-CURRICULAR ACTIVITIES	\$ 1,725,077.00	\$ 1,774,625.00	\$ (49,548.00)	-2.79%
41	GENERAL ADMINISTRATION	\$ 2,163,511.00	\$ 2,427,615.00	\$ (264,104.00)	-10.88%
51	PLANT & MAINT OPERATIONS	\$ 7,327,881.00	\$ 6,796,476.00	\$ 531,405.00	7.82%
52	SECURITY & MONITORING	\$ 248,202.00	\$ 247,310.00	\$ 892.00	0.36%
53	NON-INSTRUCTIONAL DATA PROCESSING	\$ 1,169,923.00	\$ 1,035,572.00	\$ 134,351.00	12.97%
61	COMMUNITY SERVICES	\$ 99,400.00	\$ 79,877.00	\$ 19,523.00	24.44%
71	DEBT SERVICE	\$ 15,000.00	\$ 15,000.00	\$ -	0.00%
81	FACILITIES ACQUISITION/CONSTR.	\$ 16,200.00	\$ 16,200.00	\$ -	0.00%
91	STATE EQUALIZATION	\$ 29,092,759.00	\$ 30,439,833.00	\$ (1,347,074.00)	-4.43%
92	RECAPTURE INCREMENTAL COSTS	\$ 250,000.00	\$ 250,000.00	\$ -	0.00%
93	SPEC. ED. TRANSFERS-DAY SCHOOL	\$ 15,000.00	\$ 15,000.00	\$ -	0.00%
95	JJAEP TRANSFERS	\$ 15,000.00	\$ 15,000.00	\$ -	0.00%
99	OTHER INTERGOVERNMENTAL CHARGES	\$ 200,000.00	\$ 200,000.00	\$ -	0.00%
0	MISCELLANEOUS	\$ -	\$ -	\$ -	0.00%
TOTAL EXPENDITURE		\$ 81,906,395.00	\$ 80,065,528.00	\$ 1,840,867.00	2.30%

Lake Travis ISD
 2010-11 Summary of Significant Budget Changes – General Fund
 8/4/2010

	2010-11 Proposed Budget	2009-10 Amended Budget	Budget Change
Salaries:			
See Payroll Detail Schedule	<u>\$ 45,010,225</u>	<u>\$ 41,947,212</u>	<u>\$ 3,063,013</u>
Contracted Services:			
Utilities	\$ 2,150,330	\$ 2,013,680	\$ 136,650
Extra-Curricular Security	\$ 19,500	\$ 12,000	\$ 7,500
Building Maintenance Reserve	\$ 357,800	\$ 332,800	\$ 25,000
Vehicle Tracking System	\$ 18,000	\$ -	\$ 18,000
State Equalization	\$ 29,092,759	\$ 30,439,833	\$ (1,347,074)
Total	<u>\$ 31,638,389</u>	<u>\$ 32,798,313</u>	<u>\$ (1,159,924)</u>
Supplies:			
Federal Reimb. Classroom Equip./Supplies	\$ -	\$ 297,000	\$ (297,000)
Instructional General	\$ 584,105	\$ 573,421	\$ 10,684
Instructional Software	\$ 76,700	\$ 17,500	\$ 59,200
Technology Equipment & Supplies	\$ 105,301	\$ 27,801	\$ 77,500
Distribution Center Equipment & Supplies	\$ 14,500	\$ -	\$ 14,500
Extra-Curricular Supplies	\$ 183,556	\$ 194,578	\$ (11,022)
Custodial Supplies	\$ 282,000	\$ 249,000	\$ 33,000
Building Maintenance Supplies	\$ 279,000	\$ 258,600	\$ 20,400
Energy Management Systems	\$ 20,000	\$ 900	\$ 19,100
Reclassify Federal Stimulus to Local Tecnology	\$ 103,168	\$ -	\$ 103,168
Total	<u>\$ 1,648,330</u>	<u>\$ 1,618,800</u>	<u>\$ 29,530</u>
Other Operating:			
Federal Reimb. Staff Development	\$ -	\$ 53,000	\$ (53,000)
Post District Travel	\$ 57,000	\$ 96,000	\$ (39,000)
Staff Development	\$ 93,282	\$ 81,963	\$ 11,319
Fingerprinting Fees	\$ 11,295	\$ 45,550	\$ (34,255)
Vehicle GPS Renewal Fees	\$ -	\$ 7,361	\$ (7,361)
Student Tutorial Travel	\$ 68,225	\$ 37,680	\$ 30,545
Total	<u>\$ 229,802</u>	<u>\$ 321,554</u>	<u>\$ (91,752)</u>
Total Changes			<u>\$ 1,840,867</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT
COMPARISON OF DIFFERENCE BETWEEN PROJECTED
REVENUES AND CURRENT BUDGETED REVENUES
GENERAL FUND

08/04/10

CODE	REVENUES	2010-11 PROJECTED	2009-10 CURRENT	INCR/DECR OVER CURR	PERCENT DIFF
5711	LOCAL TAXES, CURRENT YEAR	\$ 61,790,898	\$ 64,196,233	\$ (2,405,335)	-3.75%
571X	OTHER LOCAL TAXES	1,300,500	1,150,500	150,000	13.04%
5742	EARNINGS ON INVESTMENTS	300,000	300,000	0	0.00%
5743	RENT	100,000	88,025	11,975	13.60%
5749	MISC REV FM LOCAL SOURCES	106,500	89,760	16,740	18.65%
5752	ATHLETIC ACTIVITY	356,000	402,466	(46,466)	-11.55%
5769	COUNTY AVAILABLE	10,000	7,500	2,500	33.33%
5811	AVAILABLE SCHOOL FUND	519,686	637,200	(117,514)	-18.44%
5812	STATE FOUNDATION FUND	12,982,661	9,927,924	3,054,737	30.77%
5829	MISCELLANEOUS STATE	6,500	6,000	500	8.33%
5831	TRS ON-BEHALF	2,580,120	2,580,120	0	0.00%
5929	MEDICAID/SHARS	10,000	80,000	(70,000)	-87.50%
7912	SALE OF PERSONAL PROPERTY	30,000	30,000	0	0.00%
TOTAL		\$ 80,092,865	\$ 79,495,728	\$ 597,137	0.75%

COMPARISON OF PERCENT OF TOTAL ESTIMATED REVENUES
AND PERCENT OF TOTAL CURRENT REVENUES BUDGETED

CODE	REVENUES	2010-11 PROJECTED	% OF TOTAL ESTIMATED	2009-10 CURRENT	% OF TOTAL CURRENT
5711	LOCAL TAXES, CURRENT YEAR	\$ 61,790,898	77.15%	\$ 64,196,233	80.75%
571X	OTHER LOCAL TAXES	1,300,500	1.62%	1,150,500	1.45%
5742	EARNINGS ON INVESTMENTS	300,000	0.37%	300,000	0.38%
5743	RENT	100,000	0.12%	88,025	0.11%
5749	MISC REV FM LOCAL SOURCES	106,500	0.13%	89,760	0.11%
5752	ATHLETIC ACTIVITY	356,000	0.44%	402,466	0.51%
5769	COUNTY AVAILABLE	10,000	0.01%	7,500	0.01%
5811	AVAILABLE SCHOOL FUND	519,686	0.65%	637,200	0.80%
5812	STATE FOUNDATION FUND	12,982,661	16.21%	9,927,924	12.49%
5829	MISCELLANEOUS STATE	6,500	0.01%	6,000	0.01%
5831	TRS ON-BEHALF	2,580,120	3.22%	2,580,120	3.25%
5929	MEDICAID	10,000	0.01%	80,000	0.10%
7912	SALE OF PERSONAL PROPERTY	30,000	0.04%	30,000	0.04%
TOTAL		\$ 80,092,865	100.00%	\$ 79,495,728	100.00%

Lake Travis ISD
 2010-11 Budget - Payroll Costs
 08/04/10

	2010-11 PROPOSED	2009-10 CURRENT	INCR/DECR OVER CURR	PERCENT DIFFERENCE
6112 - SUBSTITUTE TEACHERS	\$ 545,000	\$ 545,875	(875)	-0.2%
6114 - SUMMER SCHOOL	25,000	25,000	0	100.0%
6116 - OTHER PROGRAM AREAS	8,500	8,500	0	0.0%
6117 - SUPPLEMENTAL/COMMUNITY PROG.	70,500	69,360	1,140	1.6%
6118 - STIPENDS	800,000	798,523	1,477	0.2%
6119 - PROFESSIONAL SALARIES	27,616,573	25,925,762	1,690,811	6.5%
6121 - OVERTIME PAY	300,000	244,600	55,400	22.6%
6125 - INCENTIVE COMPENSATION	40,000	60,000	(20,000)	-33.3%
6126 - PART-TIME	50,000	50,000	0	0.0%
6129 - CLERICAL & ANCILLARY	7,532,417	6,564,551	967,866	14.7%
6134 - DETENTION HALL	17,000	17,500	(500)	-2.9%
6136 - SICK LEAVE	16,000	14,000	2,000	14.3%
6139 - TRAVEL ALLOWANCE	15,937	20,800	(4,863)	-23.4%
6141 - SOCIAL SECURITY	581,914	560,209	21,705	3.9%
6142 - GROUP HEALTH	3,671,830	3,396,068	275,762	8.1%
6143 - WORKERS COMPENSATION	364,338	326,231	38,107	11.7%
6144 - TRS ON-BEHALF PAYMENTS	2,580,120	2,580,120	0	0.0%
6145 - UNEMPLOYMENT COMPENSATION	40,000	40,000	0	0.0%
6146 - TRS MATCHING	725,096	695,113	29,983	4.3%
6149 - OTHER BENEFITS	10,000	5,000	5,000	100.0%
TOTAL 6100	\$ <u>45,010,225</u>	\$ <u>41,947,212</u>	\$ <u>3,063,013</u>	<u>7.3%</u>

Lake Travis ISD
Budget Projection Summary
August 4, 2010

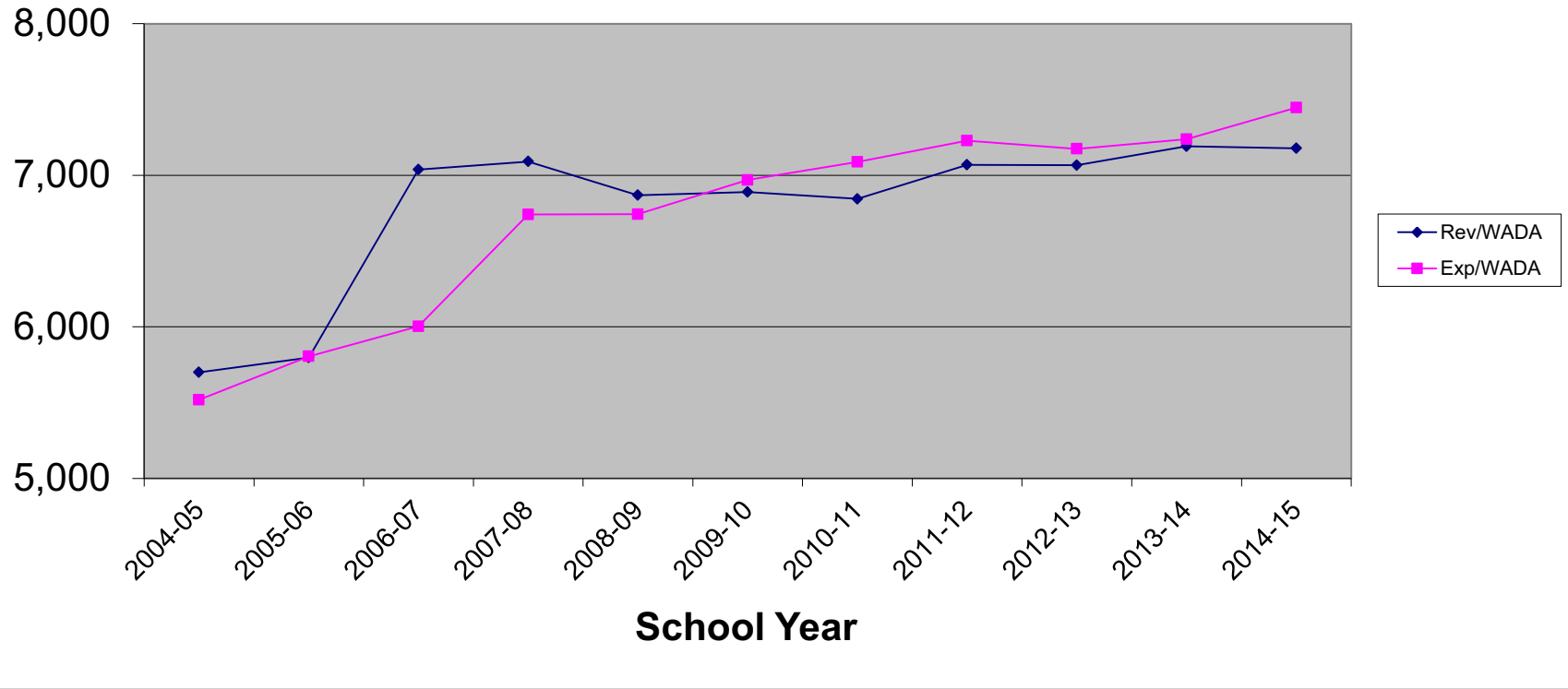
Option A

With 2 cent TRE beginning 2013-14

	(Current Year) 2009-10	(Budget Model-Yr. 1) 2010-11	(Budget Model-Yr. 2) 2011-12	(Budget Model-Yr. 3) 2012-13	(Budget Model-Yr.4) 2013-14	(Budget Model-Yr. 5) 2014-15
Change in Student Enrollment	416	298	327	345	363	389
Student Enrollment (enrollment @ 5/20/10- 6,551)	6,545	6,843	7,170	7,515	7,878	8,267
Percent Change in Taxable Property Value	4.86%	-3.75%	4.00%	5.00%	5.00%	5.00%
Taxable Property Value	6,266,763,079	6,031,911,146	6,273,187,592	6,586,846,971	6,916,189,320	7,261,998,786
Tax Collection Rate	98.50%	98.50%	98.50%	98.50%	98.50%	98.50%
Total Tax Rate	1.3159	1.3159	1.3159	1.4209	1.4409	1.4409
Revenues	79,495,728	80,092,865	82,737,046	86,469,295	91,835,073	96,275,810
Appropriations	80,065,528	81,906,394	83,982,790	87,353,798	92,240,317	98,693,715
Change In Fund Balance	-569,801	-1,813,529	-1,245,743	-884,504	-405,244	-2,417,905
Beginning Fund Balance	22,636,855	22,067,054	20,253,526	19,007,782	18,123,279	17,718,034
Ending Fund Balance	22,067,054	20,253,526	19,007,782	18,123,279	17,718,034	15,300,129
Minimum Fund Balance (Rating Agencies)	12,406,424	13,203,409	14,279,299	15,020,043	15,723,695	16,460,781
Assumptions-						
Salaries for New Postions		960,887	1,481,000	1,578,125	1,679,750	1,764,250
Salary Adjustments-Current Staff-2% for 10/11;1% for 11/12 - 14/15		779,364	412,165	433,668	458,802	482,033
Health Insurance Adjustment;2% for 11/12 - 14/15		275,762	78,281	82,109	86,025	90,030
TRS On-Behalf Payments		0	50,000	50,000	50,000	50,000
Reclassify P/R Costs from Federal (High Costs)		947,000	0	0	0	0
Stimulus Transition (Federal Funding Decr.)		0	60,000	300,000	0	0
Reclassify from State Stimulus to Local		0	1,528,993	0	0	0
Substitutes/Stipends/Other		100,000	100,000	100,000	100,000	100,000
Estimated Change in Salaries		3,063,013	3,710,439	2,543,902	2,374,577	2,486,313
Effects of Reductions & Budget Cuts		0	-683,061	-689,408	-2,174	-2,409
Change in Non-Payroll Operating Costs		124,928	593,120	419,077	440,031	462,031
Change in Recapture Costs		-1,347,076	-1,544,102	1,097,438	1,501,853	1,516,594
Incremental Change per L/R Planning Model		0	0	0	572,231	1,990,869
Total Assumptions Included in Budget Model		1,840,865	2,076,396	3,371,009	4,886,519	6,453,398
Targeted Revenue per WADA-HB3646	6,169	6,169	6,169	6,169	6,169	6,169
State & Net Local Revenue per WADA *	6,889	6,844	7,068	7,066	7,191	7,177
Net Local Expenditure per WADA	6,969	7,088	7,228	7,174	7,238	7,446

* Targeted Revenue plus "golden pennies" & Local Generated Revenue excluding Net Taxes.

Comparison of Revenues and Expenditures per WADA (Student in Weighted Average Daily Attendance)





AGENDA ITEM ACTION SHEET

SUBJECT	Option 3 Agreement (Agreement for the Purchase of Attendance Credits)
RECOMMENDED ACTION	Approval
RATIONALE	Lake Travis ISD is eligible for an Option 3 agreement. To qualify, we must submit a signed Option 3 agreement to the State Funding Division at the TEA postmarked on or before the due date for early agreement credits. Typically, this deadline falls on September 1 of the applicable year.
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Johnny W. Hill, Asst. Supt. – Business, Financial & Auxiliary Services 533-6016
ATTACHMENTS	1. Agreement for the Purchase of Attendance Credits (Option 3 Agreement).
MEETING DATE	August 12, 2010

Agreement for the Purchase of Attendance Credits (No Election Required)

This agreement is entered into pursuant to Subchapters A and D, Chapter 41, Texas Education Code (TEC), and rules adopted by the commissioner of education as authorized by Section 41.006, TEC. The purpose of this agreement is to enable the district to reduce its wealth per weighted student to a level that is not greater than the equalized wealth level as determined by the commissioner of education in accordance with Section 41.002, TEC.

The school year to which this agreement applies is 2010–2011 (the "school year").

The agreement is for Lake Travis School District ("the district"), with a county-district number of 227–913, to purchase attendance credits from the state for the school year.

Initial payments will be based on the commissioner's estimate of the cost of each credit using the district's projected maintenance and operations tax revenue and the estimated number of weighted students in average daily attendance for the school year (Section 41.093, TEC). The district agrees to make the payments in accordance with the schedule specified in Section 41.094, TEC.

The actual cost of each credit will be determined by the commissioner in accordance with Section 41.093, TEC, when final data are available for the school year on the district's maintenance and operations tax revenue and the number of weighted students in average daily attendance. If that amount is less than the amount paid by the district through August 15 of the school year, the difference will be refunded. If that amount is greater than the amount paid, the district shall remit an amount equal to the difference for deposit in the state treasury to be used for the Foundation School Program.

The cost of purchased attendance credits will be reduced for county appraisal district (CAD) costs. The reduction will be computed in accordance with Section 41.097, TEC. If the reduction exceeds the cost for the school year, the difference will be carried forward and applied to each subsequent year's cost until the total amount of the reduction has been exhausted.

Signature of President, Board of Trustees
Date:

Signature of Secretary, Board of Trustees
Date:

Signature of Superintendent

D. Rockwell Kirk

Typed Name of Superintendent

Date:

Signature of Robert Scott, Commissioner of Education
or Designee

Date:



AGENDA ITEM ACTION SHEET

SUBJECT	Proposals for Health Insurance for 2010-2011
RECOMMENDED ACTION	Information Only
RATIONALE	Lake Travis ISD contracts with Blue Cross/Blue Shield of Texas to provide medical and prescription benefits for its employees. This past April the district was notified that its renewal rates for the 2010-11 year would increase between 20-33%. As a result, the district chose to entertain request for proposals for a new health care provider. Lake Travis ISD received three competitive proposals from Humana, United Healthcare and Blue Cross/Blue Shield of Texas. Administration is currently in the process of evaluating each of these plans and will have its finding available at the August 12 workshop.
BUDGET PROVISIONS	2010-11 Budget
RESOURCE PERSONNEL	Johnny W. Hill, Asst. Supt. – Business, Financial & Auxiliary Services 533-6016
ATTACHMENTS	None
MEETING DATE	August 12, 2010