April 2020

Accountability and Assessment – Cheri Hendrick (210) 370-5451
- TELPAS window closes
- STAAR Alternate 2 window opens

Administration and Leadership – Shannon Allen (210) 370-5481
- Check TEA/ESC website for update(s) on any changes resulting from the 86th Legislative Session
- *Begin hiring staff in accordance with district policy & procedure
- Develop and recommend summer school plans
- E-rate filing window opens
- Approve out-of-district student transfer requests for 2019-2020
- Prepare report Trustee training hours prior to May elections with postings as required (TEC§11.159) – April Board Meeting
- Principal surveys to evaluate educator preparation programs open for principals or their designees
- Update Ask TED

Federal and State Programs – Alex Dominguez (210) 370-5410
- Continue budget process
- Schedule/conduct program compliance evaluations for ESSA programs and State Compensatory Education
- Review/Implement district/campus improvement plans in accordance with district planning process (TEC§11.251)

Finance - Paige Meloni (210) 370-5208
- Review student attendance figures as compared to prior year and budget projections
- Review preliminary estimate of 2021 CAD Value
- Post metered amounts of electricity, water and gas consumption for which the district is required to pay and aggregate amounts of those services (Government Code, §2265.001(b), House Bill 3693, 80th Legislature, Regular Session)

Food and Nutrition – Mandy Tyler (210) 370-5493
- Child Nutrition Financial Report due to The Texas Department of Agriculture deadline is April 1st
- Child Nutrition Food Service Management Company Contract deadline is April 30th

School Board – Field Service Agents (210) 370-5694
- Train election judge(s) and clerk(s) for May election (Texas Election Code, §32.113)
- Discuss preliminary budget/budget workshops
- Report Trustee training hours
- *Approve waivers as needed
- Notify ESC Field Service Agents of newly appointed/elected trustees
- Review Trustee training requirements including 86th Legislative Session additions

Special Education – Sherry Marsh (210) 370-5411
- FY19 MOE (Maintenance of Effort) Preliminary Compliance Review released by TEA; Respond to TEA with documentation of exceptions/adjustment for decline in fiscal effort, if applicable
- 2019-2020 High Cost Fund Eligibility Application (Optional fund source) opens
- Monitor special education expenditures from the general fund to ensure on track for MOE (Maintenance of Effort) compliance

*Requires Board action/approval