

**May 2021****Accountability and Assessment – [Shannon Allen](#) (210) 370-5481**

- Review preview CCMR data
- Check for STAAR and TELPAS results resolutions

**Administration and Leadership – Field Service Agents (210) 370-5694**

- Establish and post summer Central Office hours
- Continue hiring using campus input
- Gun-free schools report available on eGrants
- Review and set credit by examination dates
- Evaluate district's decision-making and planning policies procedures every two years ([TEC§11.252\(d\)](#))
- Solicit input from district/campus committees regarding number and length of written reports required ([TEC§11.164](#))
- Review Graduation Program on Student Expression FMH and FNA (TASB - LEGAL & LOCAL)
- Principal surveys to evaluate educator preparation programs open for principals or their designees
- [Update Ask TED](#)

**Charter Specific – Field Service Agents (210) 370-5694**

- Update Ask TED with TEA Charter Division

**Federal and State Programs – [Alex Dominguez](#) (210) 370-5410**

- Complete local evaluations for Federal Programs & State Comp Ed.
- Continue budget process
- Final opportunity to amend current year ESSA Consolidated application
- Annual Evaluation of district and campus parental involvement policies
- Districts begin outreach to private schools for equitable services participation in 2020-2021
- Review/implement district/campus improvement plans in accordance with district planning process ([TEC§11.251](#))
- 2019-2020 Substitute System of Federal Time-and-Effort Reporting (optional system): Annual LEA Management Certification due to TEA May 15<sup>th</sup> (to be effective for summer semester of current school year if September 2019 and December 2019 deadlines missed)
- 2020-2021 SC5003 Formula Grants Consolidated Schedule opens (one schedule applicable to ESSA, Perkins, & IDEA-B)

**Finance - [Paige Meloni](#) (210) 370-5208**

- Review student attendance figures as compared to prior year and budget projections
- \*Board discussion of property values and funding lag for July 1<sup>st</sup> FY – Old Law

**Perkins Formula Grant – [Ruthie Kneupper](#) (210) 370-5424**

- 2020-2021 Perkins Formula Grant Application amendment deadline May 18<sup>th</sup>
- 2010-2022 SC5003 Formula Grants Consolidated Schedule opens (must be submitted for the 2020-2021 Perkins Formula Grant to be accessible)
- 2020-2021 Substitute System of Federal Time-and-Effort Reporting (optional system): Annual LEA Management Certification due to TEA May 15<sup>th</sup> (to be effective for summer semester of current school year if September 2020 and December 2020 deadlines missed)
- The Perkins Comprehensive Local Needs Assessment is due May 1<sup>st</sup>

**School Board – Field Service Agents (210) 370-5694**

- May Elections (BBB Legal) ([TEC§3.004-3.005](#))
  - \*Canvass Trustee election results ([TEC§67.003A](#))
  - \*Reorganize Board of Trustees ([TEC§11.061C](#))
  - Local orientation for new Board members
  - Update Ask TED with changes in Board membership
  - Train new members in the superintendent evaluation instrument and process (BBD Legal)
  - Statement of Office and Oath of Office for all new Trustees
  - Schedule ESC Orientation to the Code for new Board members within the first 120 days of being installed (BBD Legal)
- \*Review/amend Student Code of Conduct ([TEC§37.105](#))
- Formative superintendent evaluation
- \*Hire staff in accordance with district policy
- Discuss preliminary budget/budget workshops
- \*Board discussion of property values and funding lag for July 1<sup>st</sup> FY
- Approve waivers as needed
- Notify ESC Field Service Agents of newly appointed/elected trustees
- Review Trustee training requirements including 86<sup>th</sup> Legislative Session additions