

RATING YEAR **2013-2014**



**Financial Integrity Rating System of Texas**

**2013-2014 RATINGS BASED ON SCHOOL YEAR 2012-2013 DATA - DISTRICT STATUS DETAIL**

<b>Name:</b> LITTLE ELM ISD(061914)	<b>Publication Level 1:</b> 6/18/2014 8:04:42 AM
<b>Status:</b> Passed	<b>Publication Level 2:</b> 9/5/2014 4:00:21 PM
<b>Rating:</b> Superior Achievement	<b>Last Updated:</b> 9/5/2014 4:00:21 PM
<b>District Score:</b> 70	<b>Passing Score:</b> 52

#	Indicator Description	Updated	Score
1	<u>Was The Total Fund Balance Less Nonspendable and Restricted Fund Balance Greater Than Zero In The General Fund?</u>	4/28/2014 12:41:58 PM	Yes
2	<u>Was the Total Unrestricted Net Asset Balance (Net of Accretion of Interest on Capital Appreciation Bonds) In the Governmental Activities Column in the Statement of Net Assets Greater than Zero? (If the District's 5 Year % Change in Students was 10% more)</u>	4/28/2014 12:41:59 PM	Yes
3	<u>Were There No Disclosures In The Annual Financial Report And/Or Other Sources Of Information Concerning Default On Bonded Indebtedness Obligations?</u>	4/28/2014 12:41:59 PM	Yes
4	<u>Was The Annual Financial Report Filed Within One Month After November 27th or January 28th Deadline Depending Upon The District's Fiscal Year End Date (June 30th or August 31st)?</u>	4/28/2014 12:42:00 PM	Yes
5	<u>Was There An Unqualified Opinion in Annual Financial Report?</u>	4/28/2014 12:42:00 PM	Yes

6	<u>Did The Annual Financial Report Not Disclose Any Instance(s) Of Material Weaknesses In Internal Controls?</u>	4/28/2014 12:42:00 PM	Yes
			1 Multiplier Sum
7	<u>Was The Three-Year Average Percent Of Total Tax Collections (Including Delinquent) Greater Than 98%?</u>	4/28/2014 12:42:01 PM	5
8	<u>Did The Comparison Of PEIMS Data To Like Information In Annual Financial Report Result In An Aggregate Variance Of Less Than 3 Percent Of Expenditures Per Fund Type (Data Quality Measure)?</u>	4/28/2014 12:42:01 PM	5
9	<u>Were Debt Related Expenditures (Net Of IFA And/Or EDA Allotment) &lt; \$350.00 Per Student? (If The District's Five-Year Percent Change In Students = Or &gt; 7%, Or If Property Taxes Collected Per Penny Of Tax Effort &gt; \$200,000 Per Student)</u>	5/15/2014 11:48:51 AM	5
10	<u>Was There No Disclosure In The Annual Audit Report Of Material Noncompliance?</u>	4/28/2014 12:42:02 PM	5
11	<u>Did The District Have Full Accreditation Status In Relation To Financial Management Practices? (e.g. No Conservator Or Monitor Assigned)</u>	4/28/2014 12:42:02 PM	5
12	<u>Was The Aggregate Of Budgeted Expenditures And Other Uses Less Than The Aggregate Of Total Revenues, Other Resources and Fund Balance In General Fund?</u>	4/28/2014 12:42:03 PM	5
13	<u>If The District's Aggregate Fund Balance In The General Fund And Capital Projects Fund Was Less Than Zero, Were Construction Projects Adequately Financed? (To Avoid Creating Or Adding To The Fund Balance Deficit Situation)</u>	4/28/2014 12:42:03 PM	5
14	<u>Was The Ratio Of Cash And Investments To Deferred Revenues (Excluding Amount Equal To Net Delinquent</u>	4/28/2014 12:42:04	5

	<u>Taxes Receivable) In The General Fund Greater Than Or Equal To 1:1? (If Deferred Revenues Are Less Than Net Delinquent Taxes Receivable)</u>	PM	
15	<u>Was The Administrative Cost Ratio Less Than The Threshold Ratio?</u>	4/28/2014 12:42:04 PM	5
16	<u>Was The Ratio Of Students To Teachers Within the Ranges Shown Below According To District Size?</u>	4/28/2014 12:42:05 PM	5
17	<u>Was The Ratio Of Students To Total Staff Within the Ranges Shown Below According To District Size?</u>	4/28/2014 12:42:05 PM	5
18	<u>Was The Decrease In Undesignated Unreserved Fund Balance &lt; 20% Over Two Fiscal Years?(If Total Revenues &gt; Operating Expenditures In The General Fund,Then District Receives 5 Points)</u>	4/28/2014 12:42:05 PM	5
19	<u>Was The Aggregate Total Of Cash And Investments In The General Fund More Than \$0?</u>	4/28/2014 12:42:06 PM	5
20	<u>Were Investment Earnings In All Funds (Excluding Debt Service Fund and Capital Projects Fund) Meet or Exceed the 3-Month Treasury Bill Rate?</u>	5/14/2014 12:18:23 PM	5
			70 Weighted Sum
			1 Multiplier Sum
			70 Score

**DETERMINATION OF RATING**

<b>A.</b>	Did The District Answer ' <b>No</b> ' To Indicators 1, 2, 3 Or 4? <b>OR</b> Did The District Answer ' <b>No</b> ' To Both 5 and 6? If So, The District's Rating Is <b>Substandard Achievement.</b>
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<b>B.</b>	Determine Rating By Applicable Range For summation of the indicator scores (Indicators 7-20)
<b>Superior Achievement</b>	64-70
<b>Above Standard Achievement</b>	58-63
<b>Standard Achievement</b>	52-57
<b>Substandard Achievement</b>	<52

**INDICATOR 16 & 17 RATIOS**

Indicator 16	Ranges for Ratios		Indicator 17	Ranges for Ratios	
	Low	High		Low	High
District Size - Number of Students Between			District Size - Number of Students Between		
< 500	7	22	< 500	5	14
500-999	10	22	500-999	5.8	14
1000-4999	11.5	22	1000-4999	6.3	14
5000-9999	13	22	5000-9999	6.8	14
=> 10000	13.5	22	=> 10000	7.0	14

**Audit Home Page: [School Financial Audits](#) | Send comments or suggestions to [schoolaudits@tea.state.tx.us](mailto:schoolaudits@tea.state.tx.us)**

**THE TEXAS EDUCATION AGENCY  
1701 NORTH CONGRESS AVENUE • AUSTIN, TEXAS, 78701 • (512) 463-9734**

# School FIRST Annual Financial Management Report

## LITTLE ELM INDEPENDENT SCHOOL DISTRICT

Title 19 Texas Administrative Code Chapter 109, Budgeting, Accounting, and Auditing Subchapter AA, Commissioner's Rules Concerning Financial Accountability Rating System, Section 109.1005. Effective 2/3/11. The template has been established to help the districts in gathering their data and presenting it at their School FIRST hearing. The template may not be all inclusive.

### Superintendent's Current Employment Contract

A copy of the superintendent's current employment contract at the time of the School FIRST hearing is to be provided. In lieu of publication in the annual School FIRST financial management report, the school district may choose to publish the superintendent's employment contract on the school district's Internet site. If published on the Internet, the contract is to remain accessible for twelve months.

### Reimbursements Received by the Superintendent and Board Members

For the Twelve-Month Period Ended August 31, 2013	2012 2013	D Learl/							
		L. Harding Board	C. Savage Board	S. Coleman Board	B. Hidell Board	S. C. Williams Board	C. Begis Board		
<u>Description of Reimbursements</u>	<u>Superintendent</u>	<u>Member 1</u>	<u>Member 2</u>	<u>Member 3</u>	<u>Member 4</u>	<u>Me Member 6</u>	<u>Member 7</u>		
Meals	657.41	23.62 \$	\$	23.62 \$		\$	144		
Lodging	2225.2	712.83	229.94				712.83		
Transportation	3136.38	148.49	169.99	148.49			249.6		
Motor Fuel	28.11								
Other	3567.01	144.75	144.75	144.75	144.75	144.75 ##	144.75		144.75
<b>Total</b>	<b>\$9,614.11</b>	<b>\$1,029.69</b>	<b>\$544.68</b>	<b>\$316.86</b>	<b>\$144.75</b>	<b>\$144.75 ##</b>	<b>\$144.75</b>		<b>\$1,251.18</b>

All "reimbursements" expenses, regardless of the manner of payment, including direct pay, credit card, cash, and purchase order are to be reported. Items to be reported per category include:  
 Meals – Meals consumed out of town, and in-district meals at area restaurants (outside of board meetings, excludes catered board meeting meals).  
 Lodging - Hotel charges.  
 Transportation - Airfare, car rental (can include fuel on rental, taxis, mileage reimbursements, leased cars, parking and tolls).  
 Motor fuel – Gasoline.  
 Other: - Registration fees, telephone/cell phone, internet service, fax machine, and other reimbursements (or on-behalf of) to the superintendent and board member not defined above.

**Outside Compensation and/or Fees Received by the Superintendent for Professional Consulting and/or Other Personal Services**

For the Twelve-Month Period  
 Ended August 31, 2013  
Name(s) of Entity(ies)

Amount Received  
 \$ \_\_\_\_\_  
          \$0.00

Compensation does not include business revenues generated from a family business (farming, ranching, etc.) that has no relation to school district business.

**Gifts Received by Executive Officers and Board Members (and First Degree Relatives, if any) (gifts that had an economic value of \$250 or more in the aggregate in the fiscal year)**

For the Twelve-Month Period  
 Ended August 31, 2013

Superintendent	Board		Board		Board		Bo: Board		Board	
	Member 1	Member 2	Member 3	Member 4	Member 5	Member 6	Member 7	Member 8	Member 9	
0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0	0	0	0	0

**Note** – An executive officer is defined as the superintendent, unless the board of trustees or the district administration names additional staff under this classification for local officials.

**Business Transactions Between School District and Board Members**

For the Twelve-Month Period  
 Ended August 31, 2013

Board Member 1	Board		Board		Board		Bo: Board	
	Member 2	Member 3	Member 4	Member 5	Member 6	Member 7	Member 8	Member 9
0	0	0	0	0	0	0	0	0
<b>Amounts</b>	0	0	0	0	0	0	0	0

**Note** - The summary amounts reported under this disclosure are not to duplicate the items disclosed in the summary schedule of reimbursements received by board members.

**Summary Schedule of Data Submitted under the Financial Solvency Provisions of TEC §39.0822**

General Fund - First-Quarter Expenditures By Object Code

Report 2012-2013 first-quarter (first three months of fiscal year 2012-2013) GENERAL FUND expenditures by object code using whole numbers.

<b>Payroll-</b> Expenditures for payroll costs	object codes 6110-6149	10414282.8
<b>Contract Costs-</b> Expenditures for services rendered by firms, individuals, and other organizations to maintain and/or	object code series 6200	1179407.55
<b>Supplies and Materials-</b> Expenditures for supplies and materials necessary to maintain and/or operate furniture, computers, equipment, vehicles, grounds, and facilities	object code series 6300	469194.61
<b>Other Operating-</b> Expenditures for items other than payroll, professional and contracted services, supplies and materials, debt service, and capital outlay	object code series 6400	307138.97
<b>Debt Service-</b> Expenditures for debt service	object code series 6500	\$
<b>Capital Outlay-</b> Expenditures for land, buildings, and equipment	object code series 6600	73592.47

Additional Financial Solvency Questions

1) Districts with a September 1- August 31 fiscal year:

Within the last two years, did the school district

	Yes	No
1) draw funds from a short-term financing note (term less than 12 months) between the months of September and December, inclusive, and	_____	x
2) for the prior fiscal year, have a total General Fund balance of less than 2 percent of total expenditures for General Fund function codes 11-61?	_____	x

Districts with a July 1- June 30 fiscal year:

Within the last two years, did the school district

1) draw funds from a short-term financing note (term less than 12 months) between the months of July and October, inclusive, and	_____
2) for the prior fiscal year, have a total General Fund balance of less than 2 percent of total expenditures for General Fund function codes 11-61?	_____

2) Has the school district declared financial exigency within the past two years? \_\_\_\_\_ X

3) Provide comments or explanations for student-to-staff ratios significantly (more than 15%) below the norm, rapid depletion of General Fund balances, or any significant discrepancies between actual budget figures and projected revenues and expenditures, or any other information that may be helpful in evaluating the school district's financial solvency.

<u>Mean Enroll-to-Teacher Ratio</u>	<u>85% of Mean Enroll-to-Teacher Ratio</u>	<u>School District Size</u>
8.30	7.05	Under 100
9.54	8.11	100 to 249
10.80	9.18	250 to 499
11.54	9.81	500 to 999
12.65	10.75	1,000 to 1,599
13.65	11.60	1,600 to 2,999
14.43	12.26	3,000 to 4,999
14.97	12.73	5,000 to 9,999
15.12	12.86	10,000 to 24,999
15.27	12.98	25,000 to 49,999
15.44	13.12	50,000 and Over

LEISD's student to staff ratio is not below the norm, have not rapidly depleted our General Fund balances, and no significant discrepancies between actual budget figures and projected revenues and expenditures.

4) How many superintendents has your school district had in the last five years? 2

5) How many business managers has your school district had in the last five years? 2



## Professional Contract Term Administrator

For: **GUTIERREZ, MATTHEW**  
Sent By: mfluitt@leisd.ws

Completed By: User - Michelle Fluitt

Sent On: 3/19/2014 7:55am CT  
Completed: 3/19/2014 1:51pm CT

Little Elm ISD Term Contract

1. Position. The District agrees to employ:

Matthew Gutierrez as a Certified Administrator.

2. Term. For the noted school year according to the hours and dates set by the District as they exist or may hereafter be amended.

2014-2016

You will be employed on the noted month basis.

12

3. Credentials and Criminal History Review.

3.1 Certification. You agree to provide, before your start date under this Contract, the certification, service records, documentation of highly-qualified status, licenses, and other records and information required by law, the Texas Education Agency (TEA), the State Board for Educator Certification (SBEC), or the District. You agree to maintain any required certification or license throughout the term of this Contract. If you fail to fulfill the requirements necessary to extend a temporary or emergency certificate or permit, or if your certification expires, is canceled, or is revoked, the District may provide you with notice that this Contract is void pursuant to Texas Education Code section 21.0031.

3.2 Highly Qualified Status. If you are employed as a classroom teacher, you agree to become and remain "highly qualified," as that term is defined under the No Child Left Behind Act, 20 U.S.C. 7801(23), and by TEA, to the extent required by law.

3.3 Criminal History Review. If required by the District, TEA, or SBEC, you agree to submit to a review of your state or national criminal history record information.

4. Representations.

4.1 Beginning of Contract. You understand that a criminal history record acceptable to the District, at its sole discretion, is a condition of this Contract. You represent that you have disclosed to the District, in writing, any conviction, no contest or guilty plea, deferred adjudication, or other adjudication for any felony or any offense listed at 19 Texas Administrative Code 249.16(b).

4.2 During Contract. You agree that, during the term of this Contract, you will notify the Superintendent in writing of any arrest, indictment, conviction, no contest or guilty plea, deferred adjudication, or other adjudication for any felony or any offense listed at 19 Texas Administrative Code 249.16(b). You agree to provide the notification within seven calendar days or any shorter period specified in Board policy.

4.3 False Statements and Misrepresentations. You represent that any required records or information in your employment application are true and correct. Any false statements, misrepresentations, omissions of requested information, or fraud by you concerning any required records or in the employment application may be grounds for termination or nonrenewal, as applicable.

5. Duties.

5.1 General Standard. You agree to perform the duties of your assigned position, as prescribed by state law and regulations and by the District, with reasonable care, skill, and diligence.

5.2 Rules. You agree to comply with all Board and District directives, state and federal laws and rules, and District policy and regulations, as they exist or may hereafter be amended.

5.3 Assignment/Reassignment. You understand that the District has the right to assign or reassign you to positions, duties, or additional duties and to make changes in responsibilities, work, or transfers, at any time during this Contract.

5.4 Supplemental Duty. You understand that this Contract does not apply to assignments of or payments for supplemental duties. This Contract does not create a property right to continued employment in any supplemental duty. If you are assigned to a supplemental

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duty, the start and end dates for the supplemental duty may be different from the start and end dates under this Contract.

### 6. Compensation.

6.1 Salary. The District shall pay you according to the compensation plan adopted by the Board. Your salary includes consideration for all assigned duties, responsibilities, and tasks, regardless of the actual number of hours or days \including days not designated on the school calendar\ that you work during this Contract. Your salary shall be reduced for absences in excess of authorized, paid leave.

6.2 Furloughs. If the District implements a furlough under Texas Education Code section 21.4021, your salary will be reduced in proportion to the number of furlough days. The reduction will be equally distributed over the remainder of the applicable school year.

6.3 Annualized Salary. Your salary will be paid out over 12 months, regardless of the work schedule specified in paragraph 2.

6.4 Incentive and Performance Pay. If you qualify, you may receive incentive pay or pay for performance under the District's compensation plan, federal law, or state law, including Texas Education Code chapter 21, subchapter O. An incentive payment is not an entitlement as part of your salary.

6.5 Overpayments. You agree that the District may deduct any overpayments under this Contract from one or more of your paychecks.

6.6 Benefits. The District shall provide you with benefits as provided by state law and Board policy. The District reserves the right to amend its policies at any time during the term of this Contract to reduce or increase these benefits, at the Board's sole discretion.

### 7. Other Provisions.

7.1 Equipment and Reports. You agree to satisfactorily submit or account for all grades, reports, school equipment, or other required items upon request from the District.

7.2 Special Funding. If your position is funded by grants, federal funding, or other special funding, you understand that your employment is expressly conditioned on the availability of full funding for the position. If full funding becomes unavailable, your employment is subject to termination or nonrenewal, as applicable.

7.3 Addenda. This Contract does include one or more Addenda.

No

8. Suspension. In accordance with Texas Education Code chapter 21, the District may suspend you without pay during the term of this Contract for good cause as determined by the Board.

### 9. Termination of Contract.

9.1 This Contract will terminate, in accordance with the procedures at Texas Education Code chapter 21, if the Board determines that termination of your contract at the end of the contract period will serve the best interests of the District, or if the Board determines that any of the following exists: good cause, financial exigency, or a program change. This Contract will also terminate if you provide written notice of resignation before the penalty-free resignation date (see Tex. Educ. Code 21.105).

9.2 Nonrenewal. The district may nonrenew this Contract in accordance with Texas Education Code chapter 21, as applicable, and Board policy.

### 10. General Provisions.

10.1 Amendment. This Contract may not be amended unless you and the District agree, in writing, to an amendment.

10.2 Severability. If any provision in this Contract is held to be invalid, illegal, or unenforceable, the other provisions of the Contract will remain in full force and effect.

10.3 Entire Agreement. This Contract supersedes all existing agreements, verbal and written, between you and the District regarding

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For: **GUTIERREZ, MATTHEW**  
Sent By: mfluit@leisd.ws

Completed By: User - Michelle Fluit

Sent On: 3/19/2014 7:55am CT  
Completed: 3/19/2014 1:51pm CT

your employment. This Contract does not constitute a "unified contract" with any supplemental duties agreement between the parties.

10.4 Applicable Law. Texas law shall govern construction of this Contract.

11. Notice to Employee. You agree to keep a current address on file with the District's human resources office. Unless Texas Education Code chapter 21 requires a different notice delivery method, you agree that the District may meet any legal obligation it has to give you written notice regarding your employment by hand-delivering the notice to you or by sending the notice by certified mail, regular mail, and/or express delivery service to your address of record.

12. Expiration of Offer. This offer of employment contract shall expire unless you sign and return this Contract, without changes, to the Superintendent on or before noted date. If you are currently employed under a contract with the District and you fail to sign and return this Contract, without changes, by the return date, you shall be deemed to have resigned from employment at the end of your existing contract term. 04/04/2014

I have read this Contract and agree to abide by its terms and conditions:  
Please type in your full name to digitally sign:

<b>X</b>	<b>Signed: Matthew Aaron Gutierrez</b> Stamped: 3/19/2014 7:57:04 AM; 12.12.220.130;
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Little Elm Independent School District  
Approved by Stephanie Gregg  
President Board of Trustees  
\* Date signed:

03/19/2014 00:00