

Killeen Independent School District
Annual Financial Management Report
For the year ended August 31, 2020

This report provides the Financial Integrity Rating System of Texas Rating

**Financial Integrity Rating System of Texas
Killeen ISD District Status Detail**

2020-2021 Rating (based on 2019-2020 data): A = Superior Achievement

District Score: 100

Highest Score Available: 100

#	Indicator Description	2019-2020 Result	2018-2019 Result
1	Was the complete annual financial report (AFR) and data submitted to the TEA within 30 days of the November 27 or January 28 deadline depending on the school district's fiscal year end date of June 30 or August 31, respectively?	Yes	Yes
2	Was there an unmodified opinion in the AFR on the financial statements as a whole?	Yes	Yes
3	Was the school district in compliance with the payment terms of all debt agreements at fiscal year end?	Yes	Yes
4	Did the school district make timely payments to the Teachers Retirement System (TRS), Texas Workforce Commission (TWC), Internal Revenue Service (IRS), and other government agencies?	Yes	Yes
5	This indicator was not scored by TEA	Not Scored	Not Scored
6	Was the average change in fund balances over 3 years less than a 25% decrease or did the current year's assigned and unassigned fund balances exceed 75 days of operational expenditures?	Yes	N/A
7	Was the number of days of cash on hand and current investments in the general fund for the school district sufficient to cover operating expenditures?	Yes	Yes
8	Was the measure of current assets to current liabilities ratio for the school district sufficient to cover short-term debt?	Yes	Yes
9	Did the school district's general fund revenues equal or exceed expenditures (excluding facilities acquisition and construction)?	Yes	Yes
10	Did the school district average less than a 10% variance when comparing budgeted revenues to actual revenues for the last 3 fiscal years?	Yes	N/A
11	Was the ratio of long-term liabilities to total assets for the school district sufficient to support long-term solvency?	Yes	Yes
12	Was the debt per \$100 of assessed property value ratio sufficient to support future debt repayments?	Yes	Yes
13	Was the school district's administrative cost ratio equal to or less than the threshold ratio?	Yes	Yes
14	Did the school district not have a 15 percent decline in the students to staff ratio over 3 years (total enrollment to total staff)?	Yes	Yes
15	Was the school district's ADA within the allotted range of the district's biennial pupil projection(s) submitted to TEA?	Yes	N/A
16	Did the comparison of PEIMS data to like information in the school district's annual financial report (AFR) result in a total variance of less 3 percent of all expenditures by function?	Yes	Yes
17	Did the external independent auditor report that the AFR was free of any instance(s) of material weaknesses in internal controls over financial reporting and compliance for local, state, or federal funds?	Yes	Yes
18	Did the external independent auditor indicate the AFR was free of any instance(s) of material noncompliance for grants, contracts, and laws related to local, state, or federal funds?	Yes	Yes
19	Did the school district post the required financial information on its website in accordance with Government Code, Local Government Code, Texas Education Code, Texas Administrative Code and other statutes, laws and rules that were in effect at the school district's fiscal year end?	Yes	N/A
20	Did the school board members discuss the district's property values at a board meeting within 120 days before the district adopted its budget?	Yes	N/A

Determination of Rating

A.	Did the district answer "No" to indicators 1 - 4 ? If so, the district's rating is F for Substandard Achievement regardless of the points earned.								
B.	Determine rating by applicable number of points. <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">A= Superior Achievement</td> <td style="text-align: right;">90-100 points</td> </tr> <tr> <td>B = Above Standard Achievement</td> <td style="text-align: right;">80-89 points</td> </tr> <tr> <td>C = Meets Standard Achievement</td> <td style="text-align: right;">70-79 points</td> </tr> <tr> <td>F = Substandard Achievement</td> <td style="text-align: right;"><70 points</td> </tr> </table>	A= Superior Achievement	90-100 points	B = Above Standard Achievement	80-89 points	C = Meets Standard Achievement	70-79 points	F = Substandard Achievement	<70 points
A= Superior Achievement	90-100 points								
B = Above Standard Achievement	80-89 points								
C = Meets Standard Achievement	70-79 points								
F = Substandard Achievement	<70 points								
The school district receives an F if it scores below the minimum passing score, if it failed any critical indicator 1,2, 3 or 4, if the AFR or the data were not both complete, or if either the AFR or the data were not submitted on time for FIRST analysis.									

Ceiling Indicators

Did the school district meet the criteria for any of the following ceiling indicators? If so, the school district's applicable maximum points and rating are disclosed below. An F = Substandard Achievement Rating supersedes any rating earned as the result of the school district meeting the criteria of a ceiling indicator.

Determination of rating based on meeting ceiling criteria	Maximum Points	Maximum Rating
Indicator 4 (Timely Payments) - School district was issued a warrant hold.	95	A = Superior Achievement
Indicator 6 (Average Change in Fund Balance) - Response to indicator is No.	89	B = Above Standard Achievement
Indicator 16 (PEIMS to AFR) - Response to indicator is No.	89	B = Above Standard Achievement
Indicator 17 (Material Weaknesses) - Response to indicator is No.	79	C = Meets Standard Achievement
Indicator 20 (Property Values and Tax Discussion) - Response to indicator is No.	89	B = Above Standard Achievement

Reimbursements received by the superintendent and board members

For the twelve-month period ended August 31, 2020:	Board Members							
	Superintendent John Craft	Susan Jones	Corbett Lawler	JoAnn Purser	Marvin Rainwater	Minerva Trujillo	Shelley Wells	Brett Williams
Meals	\$ 1,338	\$ 936	\$ 835	\$ 1,139	\$ 814	\$ 824	\$ 922	\$ 1,042
Lodging	3,546	228	0	1,332	0	0	511	1,435
Transportation	2,602	169	0	347	0	-	175	556
Motor Fuel	-	-	-	-	-	-	-	-
Other	1,854	620	195	1,135	195	195	620	710
Total	\$ 9,340	\$ 1,953	\$ 1,030	\$ 3,953	\$ 1,009	\$ 1,019	\$ 2,229	\$ 3,743

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.

Detail of reimbursements reported for the superintendent and board members

Banquet costs included in "Meals": \$800 split evenly per each board member and the superintendent

These are not reimbursements, but are paid by the district to the organization and must be included in the FIRST reporting.

Festival of Trees	\$ 75.00
Greater Killeen Chamber of Commerce	\$ 625.00
Harker Heights Chamber of Commerce	\$ 62.50
Hispanic American Chamber Banquet	\$ 37.50
Included as "Meals" for each board member	<u>\$ 800.00</u>

Registration fees included in "Other":

National Association of Federally Impacted Schools Fall 2019	\$ 500.00	JoAnn Purser and Brett Williams
TASA/TASB Fall 2019	\$ 425.00	Susan Jones, JoAnn Purser and Shelley Wells
School Leadership Institute June 2020	\$ 195.00	Susan Jones, Corbett Lawler, JoAnn Purser, Marvin Rainwater, Minerva Trujillo, Shelley Wells and Brett Williams

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, 2020	
Name(s) of entity(ies)	Amount Received
None	\$0
Total	\$0

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 the 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)**

		Board Members						
For the twelve-month period ended August 31, 2020	Superintendent John Craft	Susan Jones	Corbett Lawler	JoAnn Purser	Marvin Rainwater	Minerva Trujillo	Shelley Wells	Brett Williams
Summary amounts	\$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

	Board Members						
For the twelve-month period ended August 31, 2020	Susan Jones	Corbett Lawler	JoAnn Purser	Marvin Rainwater	Minerva Trujillo	Shelley Wells	Brett Williams
Summary amounts	\$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.

STATE OF TEXAS §
 §
COUNTY OF BELL §

SUPERINTENDENT'S TERM CONTRACT

Pursuant to § 11.201 of the Texas Education Code, this Contract is entered into by and between the BOARD OF TRUSTEES ("Board") of the KILLEEN INDEPENDENT SCHOOL DISTRICT ("KISD" or "the District") and Dr. John Craft ("Superintendent"). The Board and the Superintendent, for and in consideration of the terms stated in this Contract, do hereby agree to the following terms and conditions of employment of the Superintendent of KISD:

I. Term

- 1.1 The Superintendent is currently employed in the position of Superintendent for a term through June 30, 2025. This Contract is not for a specific number of days within a year, and there are no "non-duty" days under this Contract.
- 1.2 KISD may, by action of the Board and with the consent of the Superintendent, extend the term of this term Contract.
- 1.3 The Board has not adopted any policy, rule, regulation, law, or practice providing for tenure. No right of tenure is created by this term Contract. No property interest, express or implied, is created in continued employment beyond the Contract term.

II. Employment

- 2.1 Duties. The Superintendent is the educational leader and chief executive of the District and shall faithfully perform the duties of the Superintendent of Schools for KISD, as prescribed by Texas law and in the adopted job description. The Superintendent may be assigned additional duties or his job responsibilities may be changed by action of the Board; all duties assigned to the Superintendent by the Board shall be appropriate to and consistent with the professional role and responsibility of the Superintendent. The Superintendent shall comply with all lawful Board directives, state and federal law, district policy, rules, and regulations as they exist or may hereafter be amended. The Superintendent shall perform the duties of the Superintendent of Schools for KISD with reasonable care, diligence, skill, and expertise and shall devote substantially all of his time, skill, labor, and attention to his employment and the performance of these duties during the term of this term Contract.
- 2.2 Professional Certification. The Superintendent shall at all times during employment by KISD hold a valid certificate required of a superintendent by the State of Texas and issued by the Texas Education Agency or the State Board of Educator Certification and all other certificates required

by law. This Contract is void if the Superintendent's certification expires, is cancelled, or is revoked.

- 2.3 **Representations.** The Superintendent represents that any records or information provided in connection with his employment application are true and correct. Any false statements, misrepresentations, omissions of requested information, or fraud by the Superintendent in or concerning any required records or the employment application may be grounds for termination or nonrenewal, as applicable.
- 2.4 **Criminal History.** The Superintendent represents that he has made written disclosure to the Board of any conviction for a felony or for any offense involving moral turpitude. The Superintendent shall also be subject to a criminal history record check, and his employment is contingent upon such results being both consistent with information previously disclosed to the Board and acceptable to the Board. Other than traffic violations, the Superintendent agrees that he will notify the Board in writing within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication occurring during the term of this Contract.
- 2.5 **Board Meetings.** The superintendent shall attend all meetings of the Board, both public and closed, with the exception of those closed meetings devoted to the consideration of any action or lack of action on the Superintendent's Contract, or the Superintendent's evaluation, or for purposes of resolving conflicts between individual Board members, or when the Board is acting in its capacity as a tribunal. In the event of illness or Board approved absence, the Superintendent's designee shall attend such meetings.
- 2.6 **Criticisms, Complaints.** The Board, individually and collectively shall refer in a timely manner all substantive criticisms, complaints, and suggestions called to the Board's attention either (a) to the Superintendent for study and/or appropriate action, and the Superintendent shall refer such matter(s) to the appropriate District employee or shall investigate such matter(s) and shall within a reasonable time inform the Board of the results of such efforts; or (b) to the appropriate complaint resolution procedure as established by District Board policies.
- 2.7 **Residence.** The Superintendent agrees to live within the District boundaries for the duration of his employment with the District.

III. Compensation and Benefits

- 3.1 **Base Salary.** The District shall provide the Superintendent with an annual salary in the sum of Three Hundred Ten Thousand Dollars and No cents (\$310,000.00). The annual base salary shall be paid to the Superintendent in equal monthly installments consistent with the Board's policies. The superintendent shall receive the same percentage salary increase as granted to the category of professional employees (teachers and certified administrators) in 2021. This increase will take effect the same pay period as the salary increase awarded to professional employees.

- 3.2 Salary Adjustments. The Board will consider all compensation regularly and determine if increases are warranted by performance, longevity, and general economic conditions, but in no event shall the Superintendent be paid less than the salary set forth in Section 3.1 of this Contract, except as provided below. Such adjustments, if any, shall be in the form of a written addendum to this term Contract or a new contract shall be issued.
- a. Widespread Salary Reduction. If the Board implements a widespread salary reduction under Texas Education Code § 21.4023, the Superintendent's annual salary shall be reduced by the percent or fraction of a percent that is equal to the average percent or fraction of a percent by which teacher salaries have been reduced.
- b. Furlough. If the Board implements a furlough under Texas Education Code § 21.4021, the Superintendent shall be furloughed for the same number of days as other contract personnel, and the Superintendent's salary shall be reduced in proportion to the number of furlough days.
- 3.3 Vacation, Holidays, Leave Benefit. Subject to the Board President's approval of the scheduling, the Superintendent may take the same number of days of vacation/leave authorized by policies adopted by the Board for administrators on twelve month contracts, the days to be in a single period or at different times, and may be accrued consistent with other professional employees of the District. These vacation/leave days will be taken at times that will least interfere with the performance of the Superintendent's duties as set forth in this term contract. The Superintendent shall observe the same holidays and breaks as provided by the Board's adopted annual calendar. The Superintendent shall be subject to the leave policies applicable to all employees as stated in Board policy.
- 3.4 Insurance. The District shall pay the same premiums for hospitalization and major medical insurance coverage and any other insurance benefits for the Superintendent pursuant to the group health care plan as provided by the District for its administrative employees.
- 3.5 Professional Growth. The Superintendent shall devote the Superintendent's time, attention, and energy to the direction, administration, and supervision of the District. The Board, however, encourages the continued professional growth of the Superintendent through the Superintendent's active attendance at and participation in appropriate professional meetings at the local, regional, state, and national levels. The Board encourages the use of data and information sources, and shall encourage the participation of the Superintendent in pertinent education seminars and courses offered by public or private institutions or by educational associations, as well as the participation in informational meetings with those individuals whose particular skills, expertise, or backgrounds would serve to improve the capacity of the Superintendent to perform the Superintendent's professional responsibilities for the District. In its encouragement of the Superintendent to grow professionally, the Board shall permit a reasonable amount of release time for the Superintendent, as the Superintendent and the Board deem appropriate, to attend such seminars, courses, or meetings. The Superintendent will provide advance notice to the Board President regarding his participation in professional growth activities. The District agrees to provide in the District's budget during the term of this Contract, for the benefit of the Superintendent, a professional development budget per contract year to be used for registration, travel, meals, lodging, and other related expenses. The District shall pay the Superintendent's membership dues to the American Association of School Administrators and

- the Texas Association of School Administrators. The District shall pay for other memberships necessary to maintain and improve the Superintendent's professional skills as the Board may deem appropriate. The District shall bear the reasonable cost and expense for such attendance and membership.
- 3.6 Civic Activities. The Superintendent is encouraged to participate in community and civic affairs. Because such participation serves a legitimate purpose related to the educational mission of the District, the reasonable expenses of such activities shall be borne by the District for one (1) civic organization.
- 3.7 Outside Consultant Activities. With prior notice to the Board, the Superintendent may serve as a consultant or undertake speaking engagements, writing, teaching, or other professional duties and obligations outside the District (referred to collectively herein as "Consulting Services") that do not conflict or interfere with the Superintendent's professional responsibilities to the District. The Superintendent may accept a reimbursement of expenses for such Consulting Services at no expense to the District. Consulting Services provided by the Superintendent under the terms and conditions of this paragraph must be consistent with state and federal law, and Board policy. The Superintendent will report potential and actual conflicts of interest.
- 3.8 Business Expenses. The District shall reimburse the Superintendent for reasonable expenses incurred by the Superintendent in the continuing performance of the Superintendent's duties under this Contract. The District agrees to pay the actual and incidental costs incurred by the Superintendent for travel outside the District in performance of his duties. Such actual or incidental costs may include, but are not limited to mileage, hotels and accommodations, meals, rental car, and other expenses incurred in the performance of the business of the District. The Superintendent shall comply with all procedures and documentation requirements in accordance with Board policies.
- 3.9 Automobile. The District shall reimburse the Superintendent for out-of-District travel incurred by the Superintendent in the continuing performance of the Superintendent's duties under this Contract. The reimbursement will be at the highest rate allowed by IRS rules at the time the expense was incurred for miles traveled. In addition, the Superintendent shall receive an annual travel stipend of \$5,000.
- 3.10 Insurance - Professional Legal Liability. The District shall obtain, if available, and provide Professional Legal Liability Insurance coverage with the Superintendent as the named insured, against liability in a limit of not less than \$2,000,000 aggregate, and the District shall pay the deductible for any claim made against the Superintendent under such policy. The Superintendent shall be named as an insured under the District's Errors and Omissions General Liability Insurance Policy, and the District shall pay the deductible for any claim made against the Superintendent under such policy.
- 3.11 Indemnification. To the extent it may be permitted to do so by applicable law, including, but not limited to the Texas Civil Practice & Remedies Code, the District agrees to defend, hold harmless, and indemnify the Superintendent from any and all demands, claims, suits, actions, judgments, expenses, and attorneys' fees incurred in any legal proceedings brought against the Superintendent in the Superintendent's individual or official capacity as Superintendent of the District while acting within the course and scope of the Superintendent's employment with the

District; excluding, however, any such demand, claim, suits, actions, judgments, expenses, and attorneys' fees where it is determined that the Superintendent committed official misconduct, or committed a willful or wrongful act or omission, or an act or omission constituting gross negligence, or acted in bad faith; and excluding any costs, fees, expenses or damages that would be recoverable or payable under an insurance contract, held either by the District or by the Superintendent. In no event will any individual Board member be considered personally liable for indemnifying the Superintendent against such demand, claims, suits, actions, or legal proceedings. The District's obligation to indemnify does not apply to criminal investigations or criminal proceedings. Likewise, the District shall not be required to pay any costs of any legal proceeding in the event the District and the Superintendent have adverse interests. The selection of the Superintendent's legal counsel shall be with the mutual agreement of the Superintendent and the District if such legal counsel is not also the District's legal counsel. A legal defense may be provided through insurance coverage, in which case the Superintendent's right to agree to legal counsel provided for him will depend on the terms of the applicable insurance contract. To the extent this Section exceeds the authority provided and limitations imposed by Texas Civil Practice & Remedies Code, Chapter 102, it shall be construed and modified accordingly. The provisions of this Section shall survive the termination of this Contract.

- 3.12 Personal Protection. The District shall, at its expense, provide to the Superintendent such personal protection as the Board may deem necessary. In the event the life or safety of the Superintendent or the Superintendent's family is threatened or otherwise appears in danger due to the performance of the Superintendent's professional duties, the District shall pay the reasonable and necessary costs incidental to the protection of the Superintendent and the Superintendent's family as the Board may deem necessary; provided, however, that such protection will initially be sought from the police/sheriff's department or the appropriate governmental authority having jurisdiction in the District.

IV. Annual Goals

- 4.1 Development of Goals. The Superintendent will meet with the Board to initiate the Annual District Goal Setting process. The Superintendent and staff will work in coordination with the District-Level Planning and Decision-Making Committee to develop a proposed list of District Goals and plan for implementation for the Board's consideration. The final goals approved by the Board will be memorialized in writing and reflected in Board minutes and will be among the criteria on which the Superintendent's annual written evaluation is reviewed and evaluated. The Board agrees to work with and support the Superintendent in achieving the District Goals.

V. Review of Performance

- 5.1 Time and Basis of Evaluation. The Board shall evaluate and assess in writing the performance of the Superintendent at least once each year during the term of this term Contract. The evaluation and assessment shall be reasonably related to the duties of the Superintendent. The Board, at its discretion, may evaluate and assess the performance of the Superintendent as

many times during the year as it deems appropriate. Unless the Superintendent expressly requests otherwise in writing, the evaluation of the Superintendent shall at all times, be conducted in closed meeting and the evaluation instrument shall be considered confidential to the extent permitted by law. Nothing herein shall prohibit the Board or the Superintendent from sharing the content of the Superintendent's evaluation instrument with their respective legal counsel.

- 5.2 Evaluation Format and Procedure. The evaluation format and procedure shall comply with the law and Board policy. In the event that the Board deems that the evaluation instrument, format and/or procedure is to be modified by the Board and such modifications would require new or different performance expectations, the Superintendent shall be provided a reasonable period of time to demonstrate such expected performance before being evaluated.

VI. Suspension, Nonrenewal, or Termination of Contract


- 6.1 Mutual Agreement. This term Contract may be terminated by the mutual agreement of the Superintendent and the Board in writing, upon such terms and conditions as are mutually agreed.
- 6.2 Resignation. The Superintendent may leave the employment of the District at the end of a school year without penalty by filing a written resignation with the Board, not later than the 45th day before the first day of instruction of the following school year. The Superintendent may resign with the consent of the Board at any other time.
- 6.3 Renewal/Nonrenewal. Contract renewal or nonrenewal shall be in accordance with Board policy and Chapter 21 of the Texas Education Code.
- 6.4 Suspension. In accordance with Chapter 21 of the Texas Education Code, the Board may suspend the Superintendent without pay during the term of this Contract for good cause as determined by the Board.
- 6.5 Termination. The Board may dismiss the Superintendent during the term of this Contract for good cause as determined by the Board as provided by Chapter 21 of the Texas Education Code.
- 6.6 Nonrenewal, Termination, or Suspension Without Pay Procedure. In the event that the Board proposes to nonrenew or terminate this term contract or suspend the Superintendent without pay for "good cause," the Superintendent shall be afforded all the rights as set forth in Board policies and Subchapter F, Chapter 21, of the Texas Education Code.
- 6.7 Appeal. If the Superintendent is aggrieved by the Board's decision to suspend without pay, nonrenew, or terminate this employment Contract, he may appeal to the Commissioner of Education in accordance with Subchapter G, Chapter 21, of the Texas Education Code.
- 6.8 Retirement or Death. This term Contract shall be terminated upon the retirement or death of the Superintendent.

VII. Miscellaneous

- 7.1 **Controlling Law.** This term Contract shall be governed by the laws of the State of Texas and shall be performed in Bell County, Texas, unless otherwise provided by law.
- 7.2 **Complete Agreement.** This term Contract embodies the entire understanding between the parties and cannot be varied or amended except by written agreement of the undersigned parties and Board approval of the new or additional writing at a lawfully called meeting. All existing term contracts, both oral and written, between the parties regarding the employment of the Superintendent are superseded by this term Contract, and this term Contract constitutes the entire agreement between the parties unless amended pursuant to this paragraph or other specific terms of this term Contract.
- 7.3 **Conflicts.** In the event of any conflict between the terms, conditions, and provisions of this term Contract and the provisions of the Board's policies or any permissive state or federal law, the terms of this term Contract shall take precedence over the contrary provisions of the Board's policies or any such permissive law, unless otherwise prohibited by law.
- 7.4 **Savings Clause.** In the event any one or more of the provisions contained in this term Contract shall, for any reason, be held to be invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability shall not affect any other provision, and this term Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been included.
- 7.5 **Legal Representation.** Both parties have had the opportunity to consult with legal counsel in the negotiation and execution of this Contract.

EXECUTED at Killeen, Texas, pursuant to action of the Board of Trustees at a lawfully called meeting held on February 9, 2021.

KILLEEN INDEPENDENT SCHOOL DISTRICT

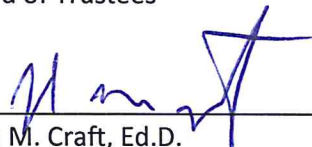
By: 
JoAnn Purser, President
Board of Trustees

Date: 2-23-21

Attest:


Brett Williams, Secretary
Board of Trustees

Date: 2/23/2021


John M. Craft, Ed.D.
Superintendent

Date: 2/23/2021