

General Information

1. Is there any exposure to flammables, explosives, or chemicals? Yes to our gas and diesel tanks If yes, explain:
2. Does entity require all subcontractors or independent consultants to carry liability insurance? If yes, does entity require contractors to add entity as an additional insured? yes
3. Has entity's board taken any action regarding teachers or any employee carrying or keeping guns on campus? Not that I'm aware of

Auto

1. Is there a formal written pre-employment screening procedure in place? YES If yes, does it include: Criminal background checks? YES MVR (Motor Vehicle Record) checks before hire and annually? YES
2. Does an independent contractor provide bus service for the entity? NO If yes, what are the limits of liability carried? Does the entity require certificates of insurance from the contractor?
3. Is there a formal written driver training program for Bus Drivers: YES If yes, does it include: On-going training with written and road tests? Not EVERY YEAR Ordering and evaluating MVR's on an annual basis as required by the State? YES A written MVR scoring system? Not that im aware of
4. Is there a written policy on how to handle problem bus riders? YES
5. What percentage of buses are equipped with video cameras? ALL
6. Does the entity have a fleet evacuation plan in case of storm or catastrophe? YES
7. Are the buses and vehicles stored within a fenced lot? YES
8. Do any employees use their personal vehicles for entity business? Only Administration Officers If yes, does the entity require certificates of insurance? NO
9. Does the entity allow anyone to use personal vehicles to transport students to and from any school activities? NO If yes, does the entity require certificates of insurance?
10. Is there a formal written preventative maintenance program in place? YES If yes, provide description:
11. Any vehicles owned but not scheduled on this application? NO If yes, explain:

General Liability

1. Is there a written policy regarding: YES <input type="checkbox"/> Sexual Harassment <input type="checkbox"/> Employee Hiring <input type="checkbox"/> Employee Screening (to include criminal background check) <input type="checkbox"/> Employee Dismissal <input type="checkbox"/> Drug Free Workplace <input type="checkbox"/> Foreign Travel <input type="checkbox"/> Certificates of Insurance
2. Does entity have swimming pools with public access? NO If so, are diving boards accessible to the public?
3. Does entity rent out any of its facilities? YES If so, are certificates of insurance required? YES
4. Does the entity operate a day care facility? NO

If yes, is the facility licensed?
What are the hours of operation?
Are references and criminal background checks completed?
5. Does entity have a written policy on corporal punishment? NO
6. Have there been any past losses or claims relating to sexual abuse or molestation allegations, discrimination or negligent hiring? Not that I'm aware of If yes, explain:

Exposure Basis			
School Districts	Class Code	Exposure Basis	Explanation
Complete only the exposure that applies under exposure basis column			
Elementary, Kindergarten or Junior High	47471	# 23,170	Total number of students
High School	47473	# 9,795	Total number of students
Employee Benefits Liability	44444	# 5,500	Total number of employees
Grandstands or Bleachers	44194	Don't know exactly	Total # of grandstands/bleachers
Stadium	48638	\$ 273,000	Amount of annual gross sales
Swimming Pools	48925	# NA	Total number of pools
Day Care Facility	41716	# NA	Average daily attendance
Dwelling – Teacherages	63010	# NA	Area (total square footage)
Other:			
Colleges	Class Code	Exposure Basis	Explanation
Colleges	67509	#	Area (total square footage)
Dormitory Facilities	67511	#	Area (total square footage)
Employee Benefits Liability	44444	#	Total number of employees
Grandstands or Bleachers	44194	#	Total # of grandstands/bleachers
Stadium	48638	\$	Amount of annual gross sales
Swimming Pools	48925	#	Total number of pools
Day Care Facility	41716	#	Average daily attendance
Dwelling – Teacherages	63010	#	Each Dwelling
Other:			

School Board Legal Liability

1. Has entity had on-site monitoring visits by State or Federal Regulatory Agencies? Not aware of any If yes, provide name and agency and purpose of visit:
2. Has entity been criticized by the State Board of Education? NO
3. Board Members/Trustees are: Elected or Appointed? ELECTED If they are elected, are they elected by: Single member districts or at large?
4. Number of Board Members: 7
5. Student Enrollment – Number of Students: 32,965
6. Number of Full Time Teachers: 4,000 Number of Part Time Teachers: NONE
7. Total Number of Full Time Employees: 5,500 Total Number of Part Time Employees: 300

8. Does entity serve as fiscal agent for a special education cooperative: Not that im aware of

1. Budget (last two years) – provide actual amounts for all sources:				
Year	Actual Revenues	Actual Expenditures	Surplus (+) Deficit (-)	Accumulated Surplus
2019-2020	338,755,674	335,130,558	\$ 3,625,116	\$
2020-2021	\$ 342,064,473	\$ 355,109,457	\$ - 13,044,984	\$

2. Does entity expect a budget deficit this year or next? NO If yes, is there a fund balance to cover the deficit?
3. Does entity expect a budget reduction in the next year? NO
4. Any school closings or mergers expected in the next 12 months? NO
5. Any new school campuses opening in the next 24 months? Yes collegiate high school Does entity expect a reduction in staff in the next 18 months? NO If yes, has entity's attorney reviewed the staff reduction plan?
6. For which of the following services does the entity use subcontractors: (Check all the apply) Transportation Medical Accounting/Financial Specialized Education Food Secretarial/Administrative Custodial Other Educational
7. Does entity require all subcontractors or independent consultants to carry liability insurance? If yes, does entity require to be added as additional insured?
8. Does entity have written procedures in place with regards to the following: YES to All ADA/Handicap accommodations? Handling complaints of sexual harassment? Handling complaints of discrimination? At-will employment for non-contract employees? Progressive discipline and termination? Anti-discrimination? Anti-harassment? Conflict of interest? Equal opportunity employment? Human resources procedures? If yes, when was the last revision:
9. Do all employees receive a copy of the Employee Handbook? Its posted online
10. How many involuntary terminations or contract non-renewals have occurred in the past year? Not Sure, nothing unnormal
11. Does entity review all terminations or contract non-renewals with legal counsel prior to execution? YES
12. Is a job posting system consistently followed? YES
13. Does entity conduct background checks on all: New Hires? YES Volunteers? YES
14. Does the entity participate in employee leasing contracts? NO If yes, does contract contain a provision to hold entity harmless from employment action by leased employees?
15. Has entity established written policies/procedures governing students in the area of: YES
Suspension
Dismissal
Promotion
Transfer
Corporal Punishment
Acceptance
Student use of lockers
Parking facilities

Sexual harassment
Drug testing
Bullying
Possession of weapons
Technology/Internet access
16. Do all students receive a copy of the handbook addressing these issues? Its Posted Online
17. Did any of the following take place in the past 3 years? a) Strike, slowdown or other disruption? NO b) Lay-off of staff or reduction in service? NO c) Disputes involving integration, segregation, discrimination or violations of civil rights? Not aware of any d) Has any employee been suspended, dismissed, demoted, transferred or tenure contract non-renewed? YES
18. Does entity follow a formal written procedure for employee disputes/complaints? YES If yes, a) Have policies and procedures been reviewed by counsel? YES b) Have all employment applications and procedures been reviewed by legal counsel & found in compliance with EEOC regulations (including ADA)? c) Are formal written job descriptions in place for all positions? YES
19. Has any claim been made/presented to entity's current or prior insurer that is not shown on the loss run? NO
20. Has any claim been made against the entity that was not covered by insurance? NO
21. Is entity aware of any claims, acts, omissions, incidents or circumstances which might reasonably be expected to be the basis of a claim or suit? Not aware of any
22. What is the retroactive date on current E&O coverage? September 1st
23. Does entity's current coverage, cover sexual abuse/molestation, discrimination and corporal punishment? I believe so

Law Enforcement

1. Does the entity contract its law enforcement services to any other public or private entity? NO If yes, please attach a copy of the servicing contract(s). If yes, a) Indicate name and location of such other entity/ies: b) Are any additional personnel retained by the entity for such purposes? If yes, to (b), are they trained on entity's policies and procedures?
2. Is the entity a party to any mutual aid, reciprocal or regional task force agreements? Not sure If yes, please attach a copy of such agreement(s).
3. Does the entity require that it be named as an "Additional Insured" when providing law enforcement services to any other public or private entity pursuant to contract or for approved special events (i.e., concerts, parades, races)? NO
4. Does the entity authorize moonlighting by its law enforcement officers? Yes If yes, a) Indicate name and title of individual who authorizes: Chief of Police b) What percentage of the law enforcement staff moonlight, on average? % Not Sure c) Is moonlighting in bars or taverns, or other establishments serving alcohol authorized? Not Sure
5. Does the entity have a law enforcement policies and procedures manual? YES If yes, a) What is the original publication date? Not sure but some time ago b) When was it last updated? Last couple of years due to changes in law c) Is the manual distributed to all personnel? I believe it is posted on website

d) Is manual regularly reviewed by legal counsel?
6. Does the entity have written policies and procedures relating to: YES a. use of deadly force? b. Vehicle hot pursuit? c. Use of non-deadly force? d. Handling of intoxicated individuals? e. Search of student's possessions and lockers? f. Transportation of students? g. Use of volunteers? h. Off duty employment (moonlighting)?
7. What is the minimum education requirement for hiring an officer? High School diploma/GED? YES Some College? College graduate? Other? Explain:
8. Which of the following are included in entity's selection process prior to employment: YES to ALL Written exam Psychological exam Professional psychological exam Background & Employment investigation
9. Do all Law Enforcement officers meet Texas minimum standards for training and receive certification prior to assignment of street duty? YES
10. Are officers trained and qualified before using: YES A Baton? Mace/Chemicals? Control holds? Stun Guns? Canine handling?
11. How often are officers re-certified for their firearms? Once a year, sometimes more often
12. Do all officers receive training in: YES First Aid? CPR? Use of defibrillators?
13. Provide the number of employees for each type listed below: Chief (Department Head) # 1 Other ranking officers # 15 All other Officers with arresting authority #81 Police Dogs (please attach certificate of training fro both dog and dog handler) # 4 What is the average number of hours per officer/per week? 40 plus
14. Is the entity, or any proposed insured, aware of any fact, situation, incident or circumstance which he or she has reason to believe might result in a claim under the coverage being sought by the entity? Not aware of any If yes, a) Please provide by attachment a detailed description of each matter. b) Have these matters been reported to entity's current or any previous carrier?

