



- (4) A school district or an open-enrollment charter school must provide the commissioner with any information or documentation that the commissioner requests to make the determinations described in paragraph (3) of this subsection. Information and documentation that the commissioner may request includes but is not limited to the following:
  - (A) the canceled check for any payment made to the departing superintendent beyond the amount earned under the contract at the time employment was terminated;
  - (B) the Internal Revenue Service Form W-2, Wage and Tax Statement, reporting any payment of supplemental wages (compensation paid in addition to the employee's regular wages) and any special wage payment (amount paid to an employee or former employee for services performed in a prior year) made to the departing superintendent;
  - (C) worksheets documenting calculation of earned payroll amounts through the departing superintendent's last day of employment;
  - (D) general ledger detail documenting transactions involving payments to the departing superintendent;
  - (E) minutes of the meeting of the board of trustees documenting approval of a final agreement to make a payment or payments to the departing superintendent;
  - (F) the departing superintendent's employment contract for the period (year) of employment immediately preceding the most recent period (year), if applicable;
  - (G) the compensation plan or salary schedule for the departing superintendent for the most

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- (d) Review and consequences of failure to comply with this section. The information a district or open-enrollment charter school reports on its Superintendent Payment Disclosure Form is subject to review by the TEA division responsible for school financial reviews. Compliance with the reporting requirements of this section is considered part of the district's or open-enrollment charter school's compliance with required financial accounting practices under the TEC, §39.057(a)(4). Failure to comply with this section's reporting requirements may result in sanctions as authorized by the TEC, §39.057(d) and (e).

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