

Agenda of Special Meeting

The Board of Trustees Splendora ISD

A Special meeting of the Board of Trustees of Splendora ISD will be held November 6, 2023, beginning at 5:30 PM in the Administration Building Boardroom, 23419 FM 2090, Splendora, Texas 77372.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. ROLL CALL
2. INVOCATION
3. U.S. & STATE OF TEXAS PLEDGE OF ALLEGIANCES
4. GOOD THINGS
5. AUDIENCE
6. CLOSED SESSION ITEM(S)
7. WORKSHOP
 - A. Human Resources
 - B. Student Services
 - C. Budget
8. ADJOURN

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If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on _____, at _____

For the Board of Trustees

Budget Assumption Memo

WHY: It seems like every year we get to the final few meetings of coming year budget preparation (which are generally perfunctory and legal requirements), and a Trustee wants to reconsider some major budget component that it is too late to implement. Feelings are hurt, frustrations are shared and tension between the strategic team and tactical team occurs.

The budget calendar can and should be front-loaded (many months prior to budget adoption) in order to probe and calibrate the future budget considerations between the strategic and tactical teams.

Additionally, many tactical teams are hesitant to start the process this early because the “numbers aren’t final.” The truth is that the numbers are never final, and we (the tactical team) can do a better job of making earlier budget projections and use those projections to better educate our Board and hopefully reduce frustration and/or confusion later in the budget cycle.

WHAT: Two primary tools are utilized for this systematic process.

1. Budget Development Calendar
2. Budget Parameter Memo

Other related tools include:

1. Budget Alignment Matrix to Strategic Objective
2. Efficiency Review of 6200, 6300, 6400
3. Budget Development Systems Check

The overarching, continuous improvement questions we are addressing with this process are (see Systems Check):

Do we have a systematic process for:

- a. Addressing current and anticipating future community, customer, and staff concerns.
- b. Ensuring that we have appropriate balance among four organizational perspectives*.
- c. Responding to a need for a rapid shift away from the way we have always done it and execute a new plan if needed.
- d. Listening to and learning from current (internal and external) customers (satisfaction and dissatisfaction). Making sure educational offerings align with external customer needs (to the extent you can afford).
- e. Translating data into knowledge.
- f. Determining faculty/staff satisfaction and engagement.
- g. Ensuring that key work processes align with both internal and external customer needs.
- h. Cost management, effectiveness, and efficiency.

HOW: Review/discuss two primary tools and all related tools with Senior Leadership Team and then begin the work on Budget Development Calendar and Budget Parameter Memo.

REMEMBER: The primary audience for both is the Board, the Senior Leadership Team, and Community Advisory Committee. Therefore, both should include enough information to generally describe/Educate, but not so much granular information that it creates confusion.

Be sure to let a MoakCasey coach assist you with implementation.

Budget Parameters Memo

	Assumption Component	Explanatory Notes	Budget Implications
1.	Expenditure Regional Competitive Compensation	1. Professional - Comparison Group 2. Clerical 3. Auxiliary *Generally target 95% Region 4/Region 6	
2.	Expenditure Staffing Formulas - Core Teachers	Classroom teacher PreK-K 1-4* 5-6 7-12 *Class size waivers required (Staffing Formula) Growth (Waiting for Demographic Study) YLR	Class size waivers - cost avoidance :3@\$72,450 = \$217,350 \$100,000-\$350,000
3.	Expenditure Staffing Formulas - Non-core Teachers	Librarians-2 Elementary: PCE/GLE Electives- Art (Staffing Formula)	2 Elementary: PCE/GLE=\$145,000-\$46,000=\$99,000 63,000
4.	Expenditure Staffing Formulas - Administrative	Assistant Principals Directors Specialists Coordinators Counselors (Staffing Formula)	
5.	Expenditure Staffing Formulas - Support Staff	Educational Assistants Clerks (Staffing Formula)	Communications Receptionist=\$34,500
6.	Expenditure Supplemental Pay	Coaches Certifications Sponsors (Stipends) Longevity Stipend	Approximately \$100,000

7.	Expenditure Benefits	Additional Contribution Next Level Prime Care	\$25=\$129,000 per year \$50=\$259,200 per year \$75=\$388,800 per year \$30 *820*12=\$295,200
8.	Expenditure Function 6200		
9.	Expenditure Function 6300		
10.	Expenditure Function 6400		
11.	Expenditure Function 6600	Land Acquisition	

REVENUE ASSUMPTION

	Assumption Component	Explanatory Notes	Budget Implications
Student Growth			
Funding Formula Changes			
Local Values VATR			
State Funding			
Federal Funding			

Budget Development Calendar

Month	Explanatory Notes	Expected Outcomes
November	Review Budget Parameter Memo	Initial Neutral Review
December		
January		
February		
March		
April		
May		
June		
July		
August		
September		
October		

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