**Notice of Regular**
**The Board of Trustees**
**Granbury ISD**
**Monday, October 14, 2013**
**6:00 PM**

---

A Regular of the Board of Trustees of Granbury ISD will be held Monday, October 14, 2013, beginning at 6:00 PM in the Granbury ISD Board Room, 600 West Pearl St., Granbury, TX 76048, W Pearl St, Granbury, TX 76048.

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.

1. Call to order - 5:00 PM - GISD Board Room
2. Convene in closed session under the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq.
    a. Chapter 551.074 - Personnel
        1. Consider staff appointments
    b. Chapter 551.072 - Purchase, exchange, lease or value of real property
3. Reconvene in open session - 6:00 PM
4. Moment of Silence/Invocation
5. Pledges - U.S. Flag & Texas Flag
    a. Gavin Gutierrez, Kiley Dove, Kylie Moody; Students from Emma Roberson
6. Achievement Spotlight
    a. Lake Granbury Medical Center
    b. Spanish Exchange Students and GHS Host Students
7. Public comments/audience participation
8. Discussion/Action
    a. Consider Consent Agenda Items
        1. Minutes of the September 16, 2013 Special Meeting and Regular Meeting 3
        2. Consider Budget Amendments 7
        3. Consider BuyBoard Purchase - Coils 10
        4. Consider BuyBoard Purchases - Buses 11
        5. Consider Lone Star Authorized Representative Update 12
        6. Consider Athletic Supplies and Equipment - Spring Sports 2013-22 13
    b. Investment Policy Review CDA Local, CDA Legal 21
    c. Hood County Appraisal District Director Position 23
    d. Parker County Appraisal District Director Position 24
    e. Johnson County Appraisal District Director Position 25
    f. Somervell Central Appraisal District Director Position 26
9. Reports
    a. Superintendent's Report
        1. Strategic Plan Update 30
    b. Investment Report for period ending 8/31/13 33
10. Consider action on items discussed in closed session
    a. Consider staff appointments
    b. Consider purchase, exchange, lease or value of real property
11. Adjourn

---

*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.*

**On this notice was faxed or mailed to the news media who have previously requested such notice, posted on the GISD web page at www.granburyisd.org, and an original was posted on an outside door at 3:00 p.m. at the School District Administration Building at 217 N. Jones St., Granbury, Texas.**

**Superintendent or Designee (For the Board of Trustees)**

**GRANBURY ISD**
**BOARD OF TRUSTEES**
**OFFICIAL SPECIAL MEETING**
**MINUTES**
**SEPTEMBER 16, 2013**

The Board of Trustees of the Granbury Independent School District convened in an official **SPECIAL** meeting on Monday, September 16, 2013 at 5:00 p.m. in the Board Room of the Administration Building, 600 West Pearl St., Granbury, Texas.

Presiding Officer .....Micky Shearon, President

**Board Members Present**

Nancy Alana
Barbara Herrington
Mark Jackson
Don Walton

**Board Members Absent**

Wade Railsback
B.J. Wallace

**School Officials Present**

Dr. James M. Largent, Superintendent
Carol Howard, Assistant Superintendent
Sharay Boynton, Executive Director of Finance
Tom Howard, Director of Human Resources
Amy Wood, Technology Director
Jeff Meador, Public Information Officer
Sandy Bruner, Recording Secretary

**Others Present**

School Employees
Media
Community Members

**Meeting Called to Order**

Micky Shearon, President, called the meeting to order at 3:02 p.m. and noted that a quorum of board members was present. The meeting was duly called and that notice of the meeting was posted in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

**Convened in Closed Session**

The Board of Trustees convened in closed session at 3:03 p.m. under the Texas Open Meeting Act, Chapter 551.072 – purchase, exchange, lease or value of real property and 551.074 – personnel.

**Reconvened**

The Board reconvened in open session at 4:20 p.m. and went into recess until 6:00 p.m.

_____ _____

Micky Shearon, President Nancy Alana, Board Secretary

**GRANBURY ISD**
**BOARD OF TRUSTEES**
**OFFICIAL REGULAR MEETING**
**MINUTES**
**September 16, 2013**

The Board of Trustees of the Granbury Independent School District convened in an official **REGULAR** meeting on Monday, September 16, 2013 at 6:00 p.m. in the Board Room of the Administration Building, 600 West Pearl St., Granbury, Texas.

Presiding Officer .....Micky Shearon, President

**Board Members Present**

Nancy Alana
Barbara Herrington
Mark Jackson
Don Walton

**Board Members Absent**

B.J. Wallace
Wade Railsback

**School Officials Present**

Dr. James M. Largent, Superintendent
Carol Howard, Assistant Superintendent
Sharay Boynton, Executive Director of Finance
Tom Howard, Director of Human Resources
Amy Wood, Technology Director
Jeff Meador, Public Information Officer
Sandy Bruner, Recording Secretary

**Others Present**

School Employees
Media
Community Members

**Meeting Called to Order**

Micky Shearon, President, called the meeting to order at 6:00 p.m. and noted that a quorum of board members was present. The meeting was duly called and that notice of the meeting was posted in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

**Moment of Silence/Invocation**

Mark Jackson led the invocation.

**Pledge - U.S. Flag and Texas Flag**

Granbury High School JROTC presented the Colors and led the Pledges.

**Achievement Spotlight**

Trey Keys and Shaina Seabourn presented to the board the Granbury FFA Chapter Awards and Lone Star Degrees, Balie Ashmore, Megan Baker, Terry Barrington, Colten Bison, Luke Elliott, Millie Loftin, Kailey Mabery, Madison Miller, Shyla Quinlan, Erin Reese, Ty Robertson, Savanna Shelnutt, Sam Spradlin, Emmelee Whitefield, and Kena Williams.

**Public Meeting to discuss FIRST Rating**

Sharay Boynton presented to the board the district's FIRST Rating.

**Close Public Meeting**

**Reconvene Open Session for Regular Meeting**

**Public comments/audience participation**

None

**Consider Consent Agenda Items**

A motion was made by Mark Jackson and seconded by Barbara Herrington to approve consent items; 1. Minutes of the August 26, 2013 Regular Meeting; 2. Consider renewal of General Merchandise Bid 2011-33; 3. Consider renewal of Automotive and Truck OEM Parts CSP 2011-22; 4. Consider Continued Participation in the Workers Compensation Self-Insurance Joint Fund for the 2013-14 School Year. **MOTION CARRIED**: Yes 5 – No 0

**Consider adoption of an Order Amending an Order Calling a Bond Election**

A motion was made by Don Walton and seconded by Mark Jackson to approve Adoption of an Order Amending an Order Calling a Bond Election. **MOTION CARRIED**: Yes 5 – No 0

**Consider Classroom Size Waivers**

A motion was made by Nancy Alana and seconded by Mark Jackson to approve Classroom Size Waivers. **MOTION CARRIED**: Yes 5 – No 0

**Consider Revision of 2013-14 Compensation Plan**

A motion was made by Don Walton and seconded by Mark Jackson to approve Revision of 2013-14 Compensation Plan. **MOTION CARRIED**: Yes 5 – No o

**Consider Nominee to TASB Delegate Assembly**

A motion was made by Mark Jackson and seconded by Nancy Alana to nominate Dr. Barbara Herrington to the TASB Delegate Assembly. **MOTION CARRIED**: Yes 5 – No 0

**Reports**

Superintendent's Report

Dr. Largent presented goals 1, 5 and 6 of the Strategic Plan Action Items to the Board.

The superintendent discussed changes for the Student Travel Guidelines that the campus and district administration had reviewed.

Carol Howard presented the State Accountability Report to the board and stated that the district and all campuses met the new state accountability standard.

Sharon Williams presented the Federal Programs Budget Report to the board.

**Action on Items Discussed in Closed Session**

**Staff Appointments**

Dr. Largent recommended accepting the Staff Appointments as presented. A motion was made by Barbara Herrington and seconded by Nancy Alana to approve Staff Appointments.
**MOTION CARRIED**: Yes 5 – No 0

**Consider purchase, exchange, lease or value of real property**

None

**Adjournment**

There being no further business, the meeting was adjourned at 6:54 p.m.

_____ _____

Micky Shearon, President Nancy Alana, Board Secretary

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: October 14 , 2013
For: Approval

**TO**: Dr. James Largent, Superintendent

**FROM**: Sharay Boynton, Finance Director
**DATE**: October 7 , 2013
**RE**: Budget Amendments

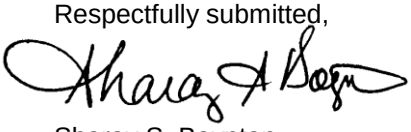
**SUMMARY:**

Attached are budget amendments that are for Board approval.

**RECOMMENDATION:**

I recommend the Board approve the amendments as presented.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Kati Burke
Sharay Boynton

Date Submitted: October 7, 2013

**Revenue & Expense**

Fund 199, Ms. Stacy Brown, Originator
This amendment recognizes funds in the amount of $1,207 allocated to function 11 (Instruction). These funds were collected from the fifth grade classes for a field trip to El Tesoro.

Fund 199, Mr. Jeremy Ross, Originator
This amendment recognizes funds in the amount of $705 allocated to function 31 (Guidance, Counseling and Evaluation). These funds were collected for PSAT.

Fund 181, Mr. Dwight Butler, Originator
This amendment recognizes funds in the amount of $3,480 allocated to function 36 (Extracurricular). These funds were collected from the Rash Photography commission check for 2012-2013 athletic pictures.

Fund 181, Mr. Dwight Butler, Originator
This amendment recognizes funds in the amount of $4,000 allocated to function 36 (Extracurricular). These funds were donated from the Lady Pirate Soccer Booster Club to cover the 2013-2014 season expenses.

Fund 181, Mr. Dwight Butler, Originator
This amendment recognizes funds in the amount of $500 allocated to function 36 (Extracurricular). These funds were donated from Titus Sports Marketing for the Athletic Department.

Fund 181, Mr. Dwight Butler, Originator
This amendment recognizes funds in the amount of $470 allocated to function 36 (Extracurricular). These funds were donated from the Touchdown Club to cover team meal differences.

Fund 181, Mr. Dwight Butler, Originator
This amendment recognizes funds in the amount of $25 allocated to function 36 (Extracurricular). These funds were received to replace a student volleyball jersey.

**Amend Up Only**

Fund 199, Sharay Boynton, Originator
This amendment recognizes funds in the amount of $117,640 allocated to function 51. These funds are a roll forward of insurance proceeds for repairs.

Fund 199, Sharay Boynton, Originator
This amendment recognizes funds in the amount of $94,269 allocated to function 11 and function 34 for additional positions needed due to student needs.

**Function to Function**

Fund 199, Sharay Boynton, Originator

This amendment recognizes funds in the amount of $89,533 increased TRS on Behalf revenue and the following increases to function 11 (Instruction) $16,075, function 12 (Instructional Media) $7,733, function 13 (Staff Dev) $40,127, function 23 (Campus Admin) $13,534, function 33 (Health Svcs) $4,376, function 34 (Transportation) $83,276, function 41 (General Admin) $31,512, function 51(Plant Maintenance) $23,960, function 52 (Security) $12,847, function 53 (Data Processing) $1,115, function 61 (Community Ed) $252, and a reduction in function 21 (Instructional Leadership) $45,622, function 31 (Guidance & Counseling) $43,454, function 36 (Co-Curricular) $12,578, function 91 (Contracted Svcs) $43,619.

## GRANBURY INDEPENDENT SCHOOL DISTRICT

## INTEROFFICE MEMO

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: October 14, 2013
For: Approval

**TO**: Dr. James Largent, Superintendent

**FROM**: Sharay Boynton
**DATE**: October 7, 2012
**RE**: Buy Board Purchase – Coils

**SUMMARY:**

During the hail storm last spring, there were a lot of HVAC units that experienced damage to the coils. Insurance provided funds to repair these units.

Mr. Randy Leach, Facilities Director, reviewed the project with several BuyBoard vendors and has recommended award to Entech at a cost of $249 each for a total expenditure of $70,965. Administration does not believe that a better price would be realized by initiating a formal bid process. It would be in the best interest of GISD to purchase from the Buy Board vendor.

Board Policy CH(LOCAL) requires board approval on purchases in excess of $50,000. The policy states " The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs $50,000 or more shall require Board approval before a transaction may take place, unless the purchase falls into function 35 in a categorical exemption. ".

The following recommendation is that of Mr. Randy Leach, Facilities Director.

**RECOMMENDATION:**

It is recommended that the above purchase be made from Entech Sales and Service, Inc. through the Buy Board contract.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton
Randy Leach

Date Submitted: October 7, 2013

## GRANBURY INDEPENDENT SCHOOL DISTRICT

## INTEROFFICE MEMO

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: October 14, 2013
For: Approval

**TO**: Dr. James Largent, Superintendent

**FROM**: Sharay Boynton
**DATE**: October 7, 2012
**RE**: Buy Board Purchase – (6) 77-Passenger Buses

**SUMMARY:**

Budget funds were planned to purchase 6 77 passenger buses. The buses are available from a Buy Board vendor. GISD's interlocal agreement with the Buy Board allows purchases to be made from these awarded vendors without GISD having to go through the formal bid process. A request for quote process was utilized on the Buy Board website and two responses were received.

Mr. Slemmons has recommended award to Longhorn Bus Sales, LLC for the purchase of (6) 77 passenger buses at $93,784 each for a total expenditure of $562,704. Administration does not believe that a better price would be realized by initiating a formal bid process. It would be in the best interest of GISD to purchase from the Buy Board vendor.

Board Policy CH(LOCAL) requires board approval on purchases in excess of $50,000. The policy states " The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs $50,000 or more shall require Board approval before a transaction may take place, unless the purchase falls into function 35 in a categorical exemption. ".

The following recommendation is that of Mr. Terry Slemmons, Transportation Director.

**RECOMMENDATION:**

It is recommended that the above purchase be made from Longhorn Bus Sales LLC through the Buy Board contract.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Kati Burke
Terry Slemmons

Date Submitted: October 7, 2013

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: October 14, 2013
For: Approval

**TO**: Dr. James Largent, Superintendent

**FROM**: Sharay Boynton
**DATE**: October 11, 2013
**RE**: Lone Star Investment Pool - Authorized Rep Update

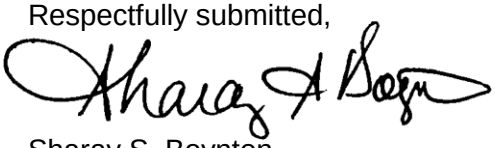
**SUMMARY:**

In reviewing the investment policy and accounts, I have discovered that we have not added you as a representative for the Lone Star account. Attached please find the Authorized Representative Add Form to do just that.

**RECOMMENDATION:**

That the Board authorize Sharay Boynton, James M. Largent, and Micky Shearon as authorized representatives for the Lone Star Investment Pool.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton

Date Submitted: October 11, 2013

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: October 14, 2013
For: Approval

| | | | |
|---|---|---|---|
| **TO** | Dr. James Largent, Superintendent | **FROM**: | Sharay Boynton |
| | | **DATE**: | October 14, 2013 |
| | | **RE**: | Athletic Supplies & Equipment – Spring Sports – 2013-22 |

**SUMMARY:**

A bid was let to provide supplies for the secondary campuses for the spring sports. This bid covered supplies for the softball program, track program, and baseball program. The award will be for the period of notice to May 31, 2014. There is no option for renewal.

Summations of the processes and outcomes as well as a copy of the tabulations are attached for your review. Each sport is presented separately for accommodation of the appropriate coaches.

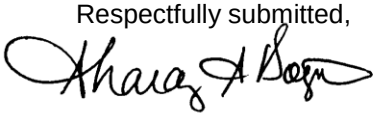
Mr. Dwight Butler, Director of Athletics, and respective coaches reviewed the responses. The following is their recommendation.

The recommendation for award is highlighted on the attached tabulations under the vendor name for a total expenditure under this bid of $11,881.16. Should the awarded vendor be unable to provide the item awarded, it is further recommended that an alternate award be made to the next lowest bidder providing best value for the district.

**RECOMMENDATION:**

That the Board award the shaded items on the attached tabulations for the period of award notification to May 31, 2014.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Deborah Johnson
Dwight Butler
Coaches

Date Submitted: October 7, 2013

# BID FOR BOARD APPROVAL

**Board Meeting Date:** October 14, 2013 **Bid Number:** 2013-22 Athletic Supplies Softball Section

1. **Item, material or service (specific or classification):** Softball Supplies

2. **Brief description:** A bid was let to provide supplies for the athletic programs at the secondary campuses.

3. **Period of time bid covers:** From written notification of award through August 31, 2014

4. **Person and title responsible for the expenditure:**

   Mallory Smith – Head Softball Coach
   Dwight Butler – Athletic Director

5. **Number of bids sent to vendors:** Bid notification letters were sent to the vendors in the district database for athletic supplies, the bid was posted on the district web site and advertised in the Hood County News.

6. **Number of bids received from vendors:** 12

7. **Listing of recommended vendors and total prices:** The recommendation for award of the line items is shaded in the column under the vendor name for a total expenditure of $1,650.88. In the event the awarded vendor cannot supply the item, it is recommended that the next lowest bidder, providing best value to the district, be approved for the purchase. Additional supplies will be purchased on an as needed basis from the catalog discount bid.

8. **Explanation of other than low recommendations:**

   B1 Nike Long Sleeved Jacket: Low bid from Team Express is for a 1 color screen embroidery per Julie Goldman with Team Express. BSN confirmed that they quoted a 2 color embroidery on the front and back as per the specs.

   The following items will not be awarded due to budgetary constraints:
   B5 Heavy Duty Molded Throw Down Bases
   B6 Heavy Duty Throw Down Home Plate
   B10 Field Covers
   B11 Clay Bricks
   B12 Instructo Swing Trainer

9. **Last bid date (bid of comparable nature within last 5 years):** 8/3/2012

10. **Percentage increase or decrease from last bid:** Due to the size of the bid and a change in brands on some items, a comparison was not made.

11. **Budget information:** Expense for softball supplies for the program will come from the following account code and budget.

| | |
|---|---|
| 181 e 36 6395 00 001 0 91 930 | $4,000. |
| 181 e 36 6649 00 001 0 91 930 | $ 900. |

**12.** **Other comments:** The Athletic Booster Club and the Athletic Activity Club will make donations to cover the additional expense if the items purchased for the program exceed the allotted budget.

Sharay Boynton
Executive Director of Finance

# BID FOR BOARD APPROVAL

**Board Meeting Date:** October 14, 2013 **Bid Number:** 2013-22 Athletic Supplies Girls Track Section

**1. Item, material or service (specific or classification):** Girls Track Supplies

**2. Brief description:** A bid was let to provide supplies for the athletic programs at the secondary campuses.

**3. Period of time bid covers:** From written notification of award through August 31, 2014

**4. Person and title responsible for the expenditure:**

Amber Ward – Head Girls Track Coach
Dwight Butler – Athletic Director

**5. Number of bids sent to vendors:** Bid notification letters were sent to the vendors in the district database for athletic supplies, the bid was posted on the district web site and advertised in the Hood County News.

**8. Number of bids received from vendors:** 12

**9. Listing of recommended vendors and total prices:** The recommendation for award of the line items is shaded in the column under the vendor name for a total expenditure of $3,206.87. In the event the awarded vendor cannot supply the item, it is recommended that the next lowest bidder, providing best value to the district, be approved for the purchase. Additional supplies, if needed, will be purchased on an as needed basis from the catalog discount bid.

**9. Explanation of other than low recommendations:** N/A

**9. Last bid date (bid of comparable nature within last 5 years):** 8/3/2012

**10. Percentage increase or decrease from last bid:** Due to the size of the bid and a change in brands on some items, a comparison was not made.

**13. Budget information:** Expense for track supplies for the program will come from the following account codes and budgets:

| | |
|---|---|
| 181 e 36 6395 00 001 0 91 070 | $5,559. |
| 181 e 36 6395 00 041 0 91 070 | $1,100. |
| 181 e 36 6395 00 042 0 91 070 | $1,100. |

**14. Other comments:** The Athletic Booster Club and the Athletic Activity Club will make donations to cover the additional expense if the items purchased for the program exceed the allotted budget.

Sharay Boynton
Executive Director of Finance

# BID FOR BOARD APPROVAL

**Board Meeting Date:** October 14, 2013 **Bid Number:** 2013-22 Athletic Supplies
Boys Track Section

**1. Item, material or service (specific or classification):** Boys Track Supplies

**2. Brief description:** A bid was let to provide supplies for the athletic programs at the secondary campuses.

**3. Period of time bid covers:** From written notification of award through August 31, 2014

**4. Person and title responsible for the expenditure:**

Jodie Scott – Head Boys Track Coach
Dwight Butler – Athletic Director

**5. Number of bids sent to vendors:** Bid notification letters were sent to the vendors in the district database for athletic supplies, the bid was posted on the district web site and advertised in the Hood County News.

**6. Number of bids received from vendors:** 12

**10. Listing of recommended vendors and total prices:** The recommendation for award of the line items is shaded in the column under the vendor name for a total expenditure of $2,252.95. In the event the awarded vendor cannot supply the item, it is recommended that the next lowest bidder, providing best value to the district, be approved for the purchase. Additional supplies, if needed, will be purchased on an as needed basis from the catalog discount bid.

**10. Explanation of other than low recommendations:**

E9 High School Boys Discus – Low bids from First to the Finish and MFAC were both for a rubber disc and not a wood disc, based on a request for clarification from the coach. Please accept the bid from BSN for the wood disc.

E12 Nike Backpack – Low bid from RB Sporting Goods was for a different Nike backpack. Please accept the bid from Team Express.

The following items will not be awarded:

E1 Boathouse Meet Sweats – due to no bids received
E2 Boathouse Meet Top - due to no bids received.
E3 Boathouse Shorts – due to no bids received.
E11 Altius Pole Vault Poles: This item is a no award due to the variation in sizes and notation of “all or none”. Since the pole vault poles are determined by the individual pole vaulter, the exact size cannot be determined at this time.

**9. Last bid date (bid of comparable nature within last 5 years):** 8/3/2013

**10. Percentage increase or decrease from last bid:** Due to the size of the bid and a change in brands on some items, a comparison was not made.

**15.** **Budget information:** Expense for track supplies for the program will come from the following account codes with the following budgets.

| | |
|---|---|
| 181 e 36 6395 00 001 0 91 060 | $5,900. |
| 181 e 36 6649 00 001 0 91 060 | $ 200. |
| 181 e 36 6395 00 041 0 91 060 | $1,483. |
| 181 e 36 6395 00 042 0 91 060 | $1,483. |

**16.** **Other comments:** The Athletic Booster Club and the Athletic Activity Club will make donations to cover the additional expense if the items purchased for the program exceed the allotted budget.

Sharay Boynton
Executive Director of Finance

# BID FOR BOARD APPROVAL

**Board Meeting Date:** October 14, 2013 **Bid Number:** 2013-22 Athletic Supplies
Baseball Section

**1. Item, material or service (specific or classification):** Baseball Supplies

**2. Brief description:** A bid was let to provide supplies for the athletic programs at the secondary campuses.

**3. Period of time bid covers:** From written notification of award through August 31, 2014

**4. Person and title responsible for the expenditure:**

Brad Hart – Head Baseball Coach
Dwight Butler – Athletic Director

**5. Number of bids sent to vendors:** Bid notification letters were sent to the vendors in the district database for athletic supplies, the bid was posted on the district web site and advertised in the Hood County News.

**6. Number of bids received from vendors:** 12

**11. Listing of recommended vendors and total prices:** The recommendation for award of the line items is shaded in the column under the vendor name for a total expenditure of $4,770.46. In the event the awarded vendor cannot supply the item, it is recommended that the next lowest bidder, providing best value to the district, be approved for the purchase. Additional supplies, if needed, will be purchased on an as needed basis from the catalog discount bid.

**11. Explanation of other than low recommendations:**

C3 Hooded Pullover Sweatshirt: This item will not be awarded due to budgetary constraints.

C11 Atec Brush Tee: This item will not be awarded due to budgetary constraints.

**9. Last bid date (bid of comparable nature within last 5 years):** 8/3/2012

**10. Percentage increase or decrease from last bid:** Due to the size of the bid and a change in brands on some items, a comparison was not made.

**17. Budget information:** Expense for baseball supplies for the program will come from the account code and budget:

| | |
|---|---|
| 181 e 36 6395 00 001 0 91 050 | $5,046. |
| 181 e 36 6649 00 001 0 91 050 | $ 300. |

**18. Other comments:** The Athletic Booster Club and the Athletic Activity Club will make donations to cover the additional expense if the items purchased for the program exceed the allotted budget.

Sharay Boynton
Executive Director of Finance

# BID FOR BOARD APPROVAL

**Board Meeting Date:** October 14, 2013 **Bid Number:** 2013-22 Athletic Supplies
Baseball Section

**1. Item, material or service (specific or classification):** Baseball Supplies

**2. Brief description:** A bid was let to provide supplies for the athletic programs at the secondary campuses.

**3. Period of time bid covers:** From written notification of award through August 31, 2014

**4. Person and title responsible for the expenditure:**

Brad Hart – Head Baseball Coach
Dwight Butler – Athletic Director

**5. Number of bids sent to vendors:** Bid notification letters were sent to the vendors in the district database for athletic supplies, the bid was posted on the district web site and advertised in the Hood County News.

**6. Number of bids received from vendors:** 12

**12. Listing of recommended vendors and total prices:** The recommendation for award of the line items is shaded in the column under the vendor name for a total expenditure of $4,770.46. In the event the awarded vendor cannot supply the item, it is recommended that the next lowest bidder, providing best value to the district, be approved for the purchase. Additional supplies, if needed, will be purchased on an as needed basis from the catalog discount bid.

**12. Explanation of other than low recommendations:**

C3 Hooded Pullover Sweatshirt: This item will not be awarded due to budgetary constraints.

C11 Atec Brush Tee: This item will not be awarded due to budgetary constraints.

**9. Last bid date (bid of comparable nature within last 5 years):** 8/3/2012

**10. Percentage increase or decrease from last bid:** Due to the size of the bid and a change in brands on some items, a comparison was not made.

**19. Budget information:** Expense for baseball supplies for the program will come from the account code and budget:

| | |
|---|---|
| 181 e 36 6395 00 001 0 91 050 | $5,046. |
| 181 e 36 6649 00 001 0 91 050 | $ 300. |

**20. Other comments:** The Athletic Booster Club and the Athletic Activity Club will make donations to cover the additional expense if the items purchased for the program exceed the allotted budget.

Sharay Boynton
Executive Director of Finance

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: October 14, 2013
For: Approval

**TO**: Dr. James Largent, Superintendent

**FROM**: Sharay Boynton
**DATE**: October 7, 2013
**RE**: CDA (LEGAL) & CDA (LOCAL)

**SUMMARY:**
According to the Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A) and Granbury ISD policy CDA (LEGAL), the investment policy and the investment strategy shall be reviewed not less than annually.

Attached are Granbury ISD's adopted CDA (LEGAL) and CDA (LOCAL). These serve as the investment policy and strategy for each fund maintained by the District. CDA (LEGAL) is the standard investment policy for all school districts in the state of Texas. CDA (LOCAL) is the policy of GISD and describes the strategy utilized by the District in investments for GISD funds.

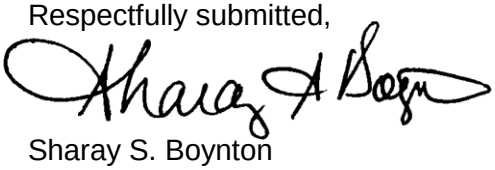
I have reviewed the policies to ensure that they are in compliance with current law and current procedures. The attached policies represent the current law and the current practices of District administration in regards to investments.

CDA (LEGAL) states that "The Board shall adopt a written instrument stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies." A written instrument is attached for the consideration of the Board.

**RECOMMENDATION:**

That the Board adopt the attached resolution stating that the Board has reviewed the investment policy and strategies of the District and that no changes are proposed.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton

Date Submitted: October 7, 2013

**RESOLUTION APPROVING GRANBURY INDEPENDENT SCHOOL DISTRICT'S INVESTMENT POLICY AND STRATEGY.**

**WHEREAS**, the Board of Trustees of Granbury Independent School District reviewed CDA (LEGAL) and CDA (LOCAL);

**WHEREAS**, this review was in accordance with the Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A) and CDA (LEGAL).

**WHEREAS**, no changes were made to the existing policy.

**NOW, THEREFORE, BE IT RESOLVED**:

The current policy CDA (LEGAL) and CDA (LOCAL) represent the investment policy and strategy of Granbury Independent School District.

**PASSED AND APPROVED** this 14th day of October, 2013.

**ATTEST**:

By: _____ By: _____

Micky Shearon Nancy Alana

President, GISD Board of Trustees Secretary, GISD Board of Trustees

**OFFICE OF SUPERINTENDENT**

| | |
|---|---|
| **For:** | **Board of Trustees** |
| **Date:** | **10-14-13** |
| **Action:** | **Action** |

| | | | |
|---|---|---|---|
| **To:** | **Board of Trustees** | **From:** | **Dr. James M. Largent** |
| | | **Date:** | **10-3-13** |
| | | **RE:** | **Hood County Appraisal District Director Positions** |

**SUMMARY:** We have three names to choose from for the Hood County Appraisal District position. Walter Baldree, Terry Johnson, and Tony Smith have expressed a willingness to serve another term. If you have a nominee please let me know or discuss with Micky.

.

**Respectfully submitted,**



**Dr. James M. Largent**
**Superintendent**

**OFFICE OF SUPERINTENDENT**

| | |
|---|---|
| **For:** | **Board of Trustees** |
| **Date:** | **10-14-13** |
| **Action:** | **Action** |

| | | | |
|---|---|---|---|
| **To:** | **Board of Trustees** | **From:** | **Dr. James M. Largent** |
| | | **Date:** | **10-3-13** |
| | | **RE:** | **Parker County Appraisal District Director Positions** |

**SUMMARY:** We have names to choose from for the Parker County Appraisal District position. Warner Killough, Jerry Durant, Steve Harris, Gary Aguillard, and David Fischer have expressed a willingness to serve another term. If you have a nominee please let me know or discuss with Micky.

.

**Respectfully submitted,**



**Dr. James M. Largent**
**Superintendent**

**OFFICE OF SUPERINTENDENT**

| | |
|---|---|
| **For:** | **Board of Trustees** |
| **Date:** | **10-14-13** |
| **Action:** | **Action** |

| | | | |
|---|---|---|---|
| **To:** | **Board of Trustees** | **From:** | **Dr. James M. Largent** |
| | | **Date:** | **10-8-12** |
| | | **RE:** | **Hood County Appraisal District Director Positions** |

**SUMMARY:** I have not had anyone bring a name to nominate for the Johnson County Appraisal District or the Somerveil Central Appraisal District positions. If you have a nominee please let me know or discuss with Micky. I do not have any names to recommend to you.

**RECOMMENDATION:** Nominate name(s) as presented by Board members.

**Respectfully submitted,**



**Dr. James M. Largent**
**Superintendent**

September 19, 2013

Mr. James Largent, Superintendent
Granbury ISD
600 W. Pearl St.
Granbury, Texas 76048

Dear Mr.Largent:

An election will be held this coming December to determine who will serve on the Board of Directors for the Somervell Central Appraisal District for the years 2014 and 2015. The board consists of five members.

In accordance with Section 6.03(d) of the Texas Property Tax Code, we have calculated the number of votes to which each taxing unit in our district is entitled. As indicated on the calculation enclosed, Granbury ISD is entitled to 14. Please submit the name(s) of any nominee(s) (up to five persons), by resolution adopted by your governing body, to me on or before October 15, 2013. A sample resolution is enclosed). Legislation prohibits nominations received after this date from appearing on the ballot.



I will then prepare a ballot listing the candidates, and deliver a copy of the ballot to you before October 30, 2013. Your governing body will then determine its vote by resolution and submit it to me on or before December 15, 2013. At that time I will count the votes, declare the five candidates who receive the largest cumulative vote totals elected, and submit the results to you and to the candidates prior to December 31, 2013.

As you can see, timeliness is very important. Please let me know if you have any questions regarding this matter.

Sincerely,

Wes Rollen RPA,RTA,CCA
Chief Appraiser

Enclosures



## BOD ELECTION CALENDAR

**DEADLINE**

**October 1, 2013** — **Deliver written notice of voting entitlement to taxing units entitled to vote.**

**(1) County**
**(a) county judge**
**(b) each commissioner**

**(2) Cities**
**(a) mayor**
**(b) city manager**
**(c) city secretary (if no city manager)**

**(3) School Districts**
**(a) president of school board**
**(b) superintendent**



**October 15, 2013** — **Presiding officer of governing body of taxing units to submit names of their nominees to chief appraiser.**

**October 30, 2013** — **Chief appraiser to deliver copy of ballot to presiding officer of taxing units.**

**December 15, 2013** — **Taxing units to determine vote by resolution and submit it to chief appraiser.**

**December 31, 2013** — **Chief appraiser to count votes, declare the 5 candidates receiving largest number of votes elected, and submit results to governing body of each taxing unit and to candidates.**

SOMERVELL CENTRAL APPRAISAL DISTRICT

CALCULATION OF VOTES FOR ELECTION OF BOARD OF DIRECTORS FOR 2014-2015

| TAXING ENTITY | 2008 LEVY | PORTION OF TOTAL LEVY IN DISTRICT | X 1000 X 5 SEATS = NUMBER OF VOTES |
|---|---|---|---|
| GLEN ROSE ISD | 25,083,931.00 | 0.5754 | 2877 |
| SOMERVELL COUNTY | 11,365,312.00 | 0.2607 | 1304 |
| SOMERVELL COUNTY WATER DISTRICT | 3,360,020.00 | 0.0771 | 385 |
| SOMERVELL COUNTY HOSPITAL DISTRICT | 2,999,615.00 | 0.0688 | 344 |
| CITY OF GLEN ROSE | 630,105.00 | 0.0145 | 72 |
| GRANBURY ISD | 118,187.00 | 0.0027 | 14 |
| THREE WAY ISD | 33,741.00 | 0.0008 | 4 |
| WALNUT SPRINGS ISD | 4,447.00 | 0.0001 | 1 |
| TOTAL ALL TAXING UNITS | 43,595,358.00 | 1.0000 | 5000 |

NOTE: IT REQUIRES AT LEAST 834 VOTES TO SECURE ONE NOMINEE TO A POSITION ON THE BOARD.

**(SAMPLE RESOLUTION)**

**RESOLUTION BY _____ AFFIRMING THE NOMINATION(S) FOR CANDIDATE(S) FOR THE BOARD OF DIRECTORS FOR THE SOMERVELL CENTRAL APPRAISAL DISTRICT, TEXAS.**

**This is to affirm that _____ on this the_____day of _____, 2013, did move and approve the following nomination(s). Furthermore, said candidate(s) is(are) eligible for election to the Board of Directors of the Somervell Central Appraisal District for the 2014-2015 term.**

**NOMINATION(S)** _____



_____

**VOTING FOR:** _____

_____

**VOTING AGAINST:** _____

**Said resolution was moved and approved on this the_____day of _____, 2013.**

**Certified by:** **Attest:**

_____ _____

# Granbury Implementation Timeline 2013-2014

## ✓ Fall 2013

**Goal 1: GISD will foster an environment where students, their families, staff, and the community provide a unified network of support that integrate positive relationship-building and high expectations where every diverse member is valued.**

| | | |
|---|---|---|
| | **Action:** (1) Create a committee of principals and directors to establish and continue district initiatives from year to year. | **Comment** |
| | **Action:** Research all forms of effective social media, including billboards and print to showcase GISD. | **Comment** |
| | **Action:** Provide opportunities for district-wide professional development and relationship-building for administrators and teachers throughout the year. **(Refer to Strategic Goal 5)** | **Comment** |

**Goal 2: We will implement a rigorous and engaging curriculum that integrates new technology, fosters partnerships, and utilizes innovative instructional strategies in order for every student to attain his or her individual goal.**



| | | |
|---|---|---|
| | **Action:** Schedule mutiple sessions throughout the school calendar for teacher collaboration, planning, and implementatoin of our rigorous and engagaing curriculum, to include but not be limited to technology, project based learning, and partnership objectives | **Comment** |
| | **Action:** Establish a community partnership to support the "real world" audience concept | **Comment** |
| | **Action:** Various venus of communication regarding PBL will be created and implemented taking into consideration all stakeholders | **Comment** |
| | **Action:** Evaluate the implemenation of our chosen project based learning model through the reflection of all stakeholders. | **Comment** |

**Goal 3: We will provide an optimal technology infrastructure to support the ongoing transformation of programs, services, and tools throughout every facet of the district.**

| | | |
|---|---|---|
| | **Action:** Complete necessary applications with USAC, order equipment, install, and begin service to increase wide area network (WAN) from 1GB to 10GB. | **Comment** |
| | **Action:** Move from 500MB of internet access to 1GB internet access. Continuously Monitor and determine necessary bandwidth to meet instructional and functional needs of the students . | **Comment** |
| | **Action:** Provide professional development to support all content areas seamlessly incorporating technology. | **Comment** |
| | **Action:** Ensure that all students will demonstrate responsible digital citizenship by developing lessons that all students will complete. | **Comment** |

# Granbury Implementation Timeline 2013-2014

| | | |
|---|---|---|
| | **Action:** Expose students to a variety of technologies and able to select the most effective tool to accomplish the task at hand. | **Comment** |
| ✓ | **Action:** Provide and evaluate necessary resources to facilitate access to student resources at home and away from school using cloud-based solutions. | **Comment** |
| | **Action:** If bond election is called and ratified, work with technology consultant to develop timeline for project completion. | **Comment** |
| **Goal 4: We will commit to evaluate, update, and invest in safe, state-of-the-art facilities providing optimal environments for all current and future programs for students.** | | |
| | **Action:** If bond election is called and ratified, work with architects and construction manager to develop timeline for project completion. | **Comment** |
| **Goal 5: We will provide flexibility within the school day to allow individualized opportunities for students as well as teacher preparation and collaboration to support rigorous academic curriculum.** | | |
| | **Acton:** Gain approval for early release days for teacher collaboration and professional development. (PD) | **Comment** 31 |
| | **Acton:** Establish a district wide professional development committee to identify future needs for campus and district PD. | **Comment** |
| **Goal 6: We will provide support and assistance in learning experiences ensuring equitable resources and opportunities for all students and families.** | | |
| | **Action:** Research, collect and update data on organizations and resources available to our students and families to assist with needs | **Comment** |

## ✓ Spring 2014

| | | |
|---|---|---|
| **Goal 1: GISD will foster an environment where students, their families, staff, and the community provide a unified network of support that integrate positive relationship-building and high expectations where every diverse member is valued.** | | |
| | **Action:** Utilize a phone translation program (like Language Line) to assist non-English speaking parents and schools with communication. | **Comment** |
| **Goal 2: We will implement a rigorous and engaging curriculum that integrates new technology, fosters partnerships, and utilizes innovative instructional strategies in order for every student to attain his or her individual goal.** | | |
| | **Action:** Schedule and conduct a PBL Exhibition of student work | **Comment** |
| **Goal 3: We will provide an optimal technology infrastructure to support the ongoing transformation of programs, services, and tools throughout every facet of the district.** | | |
| | **Action:** Purchase and install all necessary components to allow every student to have wireless access in every area of school | **Comment** |

# Granbury Implementation Timeline 2013-2014

| | | |
|---|---|---|
| | **Action:**<br>Move from 500MB of internet access to 1GB internet access. Continuously Monitor and determine necessary bandwidth to meet instructional and functional needs of the students . | **Comment** |
| | **Action:**<br>If bond election is not called or fails, work on plan "B" to prioritize projects than can be done with excess funds from budgets each year, with fund balance, and brainstorm other ways to take care of technology needs. | **Comment** |
| **Goal 4: We will commit to evaluate, update, and invest in safe, state-of-the-art facilities providing optimal environments for all current and future programs for students.** | | |
| | **Action:**<br>If bond election is not called or fails, work on plan "B" to prioritize projects than can be done with excess funds from budgets each year, with fund balance, and brainstorm other ways to take care of growing facility needs. | **Comment** |
| **Goal 5: We will provide flexibility within the school day to allow individualized opportunities for students as well as teacher preparation and collaboration to support rigorous academic curriculum.** | | |
| | **Action:**<br>Form a secondary scheduling committee to review current district schedules, research and consider other district schedules, and gather information regarding increased time for PBL while minimizing transition time. | **Comment** |
| | **Action:**<br>Create a district wide survey to allow for staff input with professional development & PD Calendar | **Comment** |
| | **Action:**<br>Research and recommend a calendar for GISD that will meet the Professional Development and Collaboration needs to the Supt. & DAC. | **Comment** |
| **Goal 6: We will provide support and assistance in learning experiences ensuring equitable resources and opportunities for all students and families.** | | |
| | **Action:**<br>Research, collect and update data on organizations and resources available to our students and families to assist with needs | **Comment** |
| | **Action:**<br>Investigate the need to designate a liason to maintain database, partner with community organizations, and provide assistance to students, families, and educators. | **Comment** |

GRANBURY ISD
Helping Students Reach New Heights

**Sharay Boynton**
Executive Director of Finance

**Business Office**
600 W. Bridge Street 817.408.4015
Granbury, Texas 76048 817.408.4033 Fax

www.granburyisd.org/business
sharay.boynton@granburyisd.org

October 11, 2013

Granbury Independent School District Board of Trustees:

The Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A) requires the investment officer of each local government to submit to its governing body a report, not less than quarterly, of investment transactions.

The **Portfolio Summary Report** identifies all areas that are required to be reported to the governing body. The report summarized the information for all six groups of funds that the District invests funds. The report shows that all six funds are being invested at a rate similar to the average benchmark yield. The benchmark used is the 90-day T-Bill.

The total book value of investments held by the District on August 31, 2013 was $19,690,457. The General Fund holds the majority of the investments.

The District invested in the pools and the interest bearing checking accounts during the last quarter. The yield between the pools and the interest bearing checking accounts is consistent with that of individual Treasuries and Agencies. Term investments were researched and will be purchased as feasible. Funds will be reallocated to take advantage of the higher yield associated with the long-term investments as the opportunities become available.

Throughout most of last quarter, LOGIC maintained higher yields than TexPool, TexasTerm Daily and TASB-Lone Star. TexasTerm I, investments with set maturities, yield was still lower than the pools and funds are not as liquid as they are in the pools. With the interest rate as low as it is, it will not serve well to limit interest income for a period of time. These rates are being watched and investments being made as feasible. The interest yield on the checking accounts is more than the 90 day t-bill. The depository agreement entered into effective 9/1/11 realizes a floating interest rate depending on 90-day t-bill adjusted quarterly and will allow for a more competitive rate when the interest rate market increases. At this point, the minimum paid is .20% no matter what the 90 day t-bill is doing. Further, the depository has set up an investment account that maintains a rate consistent with TexPool's prior month average yield adjusted monthly, also limited to a minimum .20%. This rate is higher than the funds, however, due to collateral being limited to $6,000,000 for all accounts held by bank, this account is limited in its use. Funds are invested in the pools and the bank depending on the needs of the individual funds, diversity issues, and collateral available.

Funds are invested to yield the highest return and security at the time of investment or withdrawal. Graphs showing the percentage breakdown of investments as well as transactions for all funds are attached for your review.

The information presented above and the attached are submitted to you as the quarterly report of investment transactions for Granbury Independent School District.

Sharay S. Boynton, CPA
Executive Director of Finance

# PORTFOLIO SUMMARY REPORT
# PERIOD ENDING 8/31/13

## GRANBURY ISD – GENERAL OPERATING INVESTMENT FUNDS

| | |
|---|---|
| Beginning Book Value | $ 17,369,107 |
| Beginning Market Value | $ 17,369,107 |
| WAM at Beginning of Period | 39 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 17,639,107 |
| Ending Market Value | $ 17,639,107 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 39 Days |
| Period Yield to Maturity | .12% |
| Period Average Benchmark Yield | .03% |

## GRANBURY ISD – FOOD SERVICE INVESTMENT FUNDS

| | |
|---|---|
| Beginning Book Value | $ 356,465 |
| Beginning Market Value | $ 356,465 |
| WAM at Beginning of Period | 14 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 356,465 |
| Ending Market Value | $ 356,465 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 14 Days |
| Period Yield to Maturity | .16% |
| Period Average Benchmark Yield | .03% |

## GRANBURY ISD – SCHOLARSHIP/TRUST INVESTMENT FUNDS

| | |
|---|---|
| Beginning Book Value | $ 101,388 |
| Beginning Market Value | $ 101,388 |
| WAM at Beginning of Period | 1.0 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 101,388 |
| Ending Market Value | $ 101,388 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 1.0 Days |
| Period Yield to Maturity | .20% |
| Period Average Benchmark Yield | .03% |

**GRANBURY ISD – DEBT SERVICE INVESTMENT FUNDS**

| | |
|---|---|
| Beginning Book Value | $ 699,912 |
| Beginning Market Value | $ 699,912 |
| WAM at Beginning of Period | 42 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 699,912 |
| Ending Market Value | $ 699,912 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 42 Days |
| Period Yield to Maturity | .13% |
| Period Average Benchmark Yield | .03% |

**GRANBURY ISD – BUILDING FUND INVESTMENT FUNDS**

| | |
|---|---|
| Beginning Book Value | $ 6,668 |
| Beginning Market Value | $ 6,668 |
| WAM at Beginning of Period | 1.0 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 6,668 |
| Ending Market Value | $ 6,668 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 1.0 Days |
| Period Yield to Maturity | .20% |
| Period Average Benchmark Yield | .03% |

**GRANBURY ISD –SELF INSURANCE INVESTMENT FUNDS**

| | |
|---|---|
| Beginning Book Value | $ 886,918 |
| Beginning Market Value | $ 886,918 |
| WAM at Beginning of Period | 31.0 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 886,918 |
| Ending Market Value | $ 886,918 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 31.0 Days |
| Period Yield to Maturity | 0.16% |
| Period Average Benchmark Yield | 0.03% |

Prepared by: Finance Director 