Notice of Regular
The Board of Trustees
Granbury ISD
Monday, April 14, 2014
6:00 PM

A Regular of the Board of Trustees of Granbury ISD will be held Monday, April 14, 2014, 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
        2. Consider Approval of Catastrophic Leave Days for Employee
        3. Consider Probationary Contracts Recommendations
        4. Consider Hiring Assistant Superintendent for Finance & Operations 3
        5. Consider Hiring Head Girls Basketball Coach/Girls Athletic Coordinator 5
    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
6. Achievement Spotlight
    a. Affinity F1 - Texas Regional Grand Champions: Hayden Coppenbarger, Kristina Hager, Tyler Johnson, Ian McMasters, Chloe Scroggins, Tommy Wallace
    b. ExxonMobil Texas Science and Engineering Fair Participants: Kaylee Brawner, Liesl Krone, Benjamin Lillagore, Jack Miller, Eileen Parker, Kaitlyn Parker, Ranisha Pickett, Rayni Skaggs, Lauren Wallace
7. Public comments/audience participation
8. Discussion/Action
    a. Consider Consent Agenda Items
        1. Minutes of the March 3, 2014 Regular Meeting 6
        2. Consider Budget Amendments 9
        3. Consider Buy Board purchase of Two Special Ed Buses 12
        4. Consider Athletic Supplies - Fall Sports 2014-08 13
        5. Consider Continued Participation in the Workers Compensation Self-Insurance Joint Fund for the 2014-15 School Year 21
    b. Consider Change to 2013-14 School Calendar and Bad Weather Waiver Request 22
    c. Consider Classroom Size Waiver 23
    d. Consider Contracted Service for Custodial Services 24
    e. Consider Meal Price Increase 54
    f. Consider Instructional Materials Allotment and TEKS Certification Form 56
9. Reports
    a. Superintendent's Report
        1. Facilities Report
        2. Bond Issue: Transportation Purchasing Report 57
        3. Bond Issue: Band Purchasing Report 89
        4. Consider Special Board Meeting
        5. Consider TASB Policy Review 92
        6. Strategic Plan Update 93
        7. Summer Projects
    b. TASB Policy Update 99 95
    c. Financial Statements for Period Ending February 28, 2014 96
    d. Investment Report 97

e. Interlocal Management Fee Report for 2012-13 100

10. Consider action on items discussed in closed session
    a. Consider Staff Appointments
    b. Consider purchase, exchange, lease or value of real property
    c. Consider Approval of Catastrophic Leave Days for Employees
    d. Consider Probationary Contracts Recommendations
    e. Consider Hiring Assistant Superintendent for Finance and Operations
    f. Consider Hiring Head Girls Basketball Coach/Girls Athletic Coordinator
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 11th day of April, 2014 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)

Lewis "Dobie" Williams

Education

Bachelors of Business Administration in Finance/Real Estate, San Angelo State

Masters of Science in Management, Texas A&M Commerce

Registered Texas School Business Administrator with TASBO

Experience

2005-present	Clyde ISD, Asst. Supt/CFO
2002-05	Colorado ISD, Business Manager/CFO
1994-2005	Owner, Williams Pump Company (agriculture irrigation)
1985-1994	Worked in banking and also for the FDIC

Reference calls

Keith Scharnhorst, Clyde Supt: Great person, great family. When I retire, he will be one of the top people I have ever worked with. He takes care of business. Great communicator, immediately returns calls from staff, will spend as much time with them as it takes to communicate properly and build relationships. He works well with business office staff and they love working for him. Legally he is going to make sure everything is done properly, but he makes things simple and uses a lot of common sense. I really can't say enough good things about him. Would hate to lose him, but I know he wants to move to a larger district.

Doug Karr, school finance consultant (The Omar Garcia of west Texas) I have worked with Dobie through Region 14 where I am a consultant for financial issues. I talk a lot of finance with him and would definitely recommend him. Clyde is a tough place to work and he has been there a long time and they love him there. He is low key and quiet, but he has a great personality and sense of humor. He gets along well with everybody. He has had to battle with the state comptroller over property values and has represented his district well when doing that. I think the only reason he is looking to leave Clyde is to better himself and move to a larger district and to a nicer area.

Ronnie Kincaid, Director-ESC 14 Dobie is top notch. He is a good Christian man, above board, active in the community and you can't go wrong with him. If I had a similar job here, I would hire him in a minute. One of our Board members is a former board member in Clyde and they think the world of him.

Clyde HS teacher (Jeff Meador reference) I enjoy Dobie Williams. Smart man, wise decisions, polite, easy going, slow to criticize, someone I can talk to, explains things well, takes on a lot of responsibility. He makes admin customer friendly. I don't know anyone who doesn't like him. No one complains about him or has a negative thing to say about him. I don't think you can do better than him. I would hate to see him go. It would be our loss.

Former Band director in Clyde (Jeremy Ross reference) Speaks very highly of Dobie. Says he is helpful and reasonable and when there is a problem or issue, you have his undivided attention to help you resolve the problem.

Lindy Finley, Business Manager, Jacksonville TX (knows Dobie through TASBO) Very knowledgeable, never hesitates to ask a question or respond when someone else asks a question. He has a combination of common sense and people skills, which is hard to find these days in business officials. He knows his stuff and we all love him.

Revard Pfeffer, Business Manager, Kilgore TX (knows Dobie through TASBO) You can't go wrong with him. He is the go-to guy in the Abilene areas for business questions. Not afraid to call and ask questions, and just an all-around great guy.

Athletic Department

For:	**Board of Trustees**
Date:	**April 9, 2014**
Action:	**Information**

To: **Dr. James M. Largent, Superintendent**	**From:** **Dwight Butler, Athletic Director**
	Date: **April 9, 2014**
	RE: **Head Girls Basketball Coach / Girls Athletic Coordinator**

SUMMARY:

After meetings with the preliminary selection committee consisting of Sam Tipton, Executive Director of the Texas Girls Coaches Association, retired Coach Dean Weese, and myself, six highly qualified applicants were chosen to be interviewed from the 52 applicants I received.

The six applicants were interviewed by a district committee consisting of Dr. Largent, Becky Addison, Tammy Clark, Jeremy Ross, and myself.

The committee unanimously recommends Steve Schmidt for the position of Head Girls Basketball Coach and Girls Athletic Coordinator.

Respectfully submitted,

Dwight Butler, CMAA
Athletic Director

GRANBURY ISD
BOARD OF TRUSTEES
OFFICIAL REGULAR MEETING
MINUTES
March 3, 2014

The Board of Trustees of the Granbury Independent School District convened in an official **REGULAR** meeting on Monday, March 3, 2014 at 5:00 p.m. in the Board Room of the Administration Building, 600 West Pearl St., Granbury, Texas.

Presiding Officer ..... Mark A. Jackson, President

Board Members Present

Nancy Alana
Barbara Herrington
Joe Jones
Micky Shearon

Board Members Absent

Don Walton
B.J. Wallace left at 6:00

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

Mark A. Jackson, President, called the meeting to order at 5:02 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 5:03 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 of Trustees reconvened in open session at 5:38 p.m. and went into recess until 6:00 p.m.

Moment of Silence/Invocation

Joe Jones led the invocation.

Pledge - U.S. Flag and Texas Flag

Baccus Students Cade Barnes and Brett Ross led the Pledges.

Achievement Spotlight

Jimmy Dawson, AMS Principal, presented AMS Coaches Jon Allen, Brandon Duncan, Carl Hollums, and Logan McGill to the Board.

Jimmy Dawson, AMS Principal, presented the Area Spelling Bee Winner, Tiffany Wynne to the Board.

Donnie Cody, Oak Woods Principal and Kellie Lambert, Emma Roberson Principal presented the Science Fair Best of Show Winners, Alex Call, Oak Woods Student and Olivia McLain, Emma Roberson Student to the Board.

Kellie Lambert, Emma Roberson Principal presented aTexas Reading Bee Participant, Katlyn Springman, Emma Roberson Student, to the Board.

Lt. Col. Scott Casey and 1st Sgt. Johnny Rositas, presented JROTC Service Championships - National Rifle Team Competition: Rebecca Anderson, Hunter Dowell, Tyler Morrissette, and Stephen Schofield, GHS Students to the Board.

Public comments/audience participation

None

Consider Consent Agenda Items

A motion was made by Micky Shearon and seconded by Barbara Herrington to approve consent items as presented: 1. Minutes of the February 10, 2014, Regular Meeting; 2. Consider Budget Amendments; 3. Consider Renewal of Athletic Trainer Supplies and Equipment 2012-07.
MOTION CARRIED: Yes 5 – No 0

Consider Lone Star Authorized Representative Form
Consider LOGIC Resolution Changing Authorized Representatives
Consider TexPool Resolution Amending Authorized Representatives

A motion was made by Barbara Herrington and seconded by Micky Shearon to approve the combined Lone Star, LOGIC, and TexPool Authorized Representative Forms, as presented.
MOTION CARRIED: Yes 5 – No 0

Consider Bond Proceeds Investment Program

A motion was made by Barbara Herrington and seconded by Nancy Alana approve Bond Proceeds Investment Program as presented. **MOTION CARRIED**: Yes 5 – No 0

Consider Approval of Waiver for Days Missed for Bad Weather

A motion was made by Micky Shearon and seconded by Nancy Alana to approve Approval of Waiver for Days Missed for Bad Weather as presented. **MOTION CARRIED**: Yes 5 – No 0

Consider Resolution Regarding Non-Exempt Employees Compensation

A motion was made by Micky Shearon and seconded by Nancy Alana to approve the Resolution Regarding Non-Exempt Employees Compensation as presented. **MOTION CARRIED**: Yes 5 – No 0

Consider Instructional Materials Purchases

A motion was made by Barbara Herrington and seconded by Nancy Alana to approve Instructional Materials Purchases as presented. **MOTION CARRIED**: Yes 5 – No 0

Reports

Superintendent's Report/Facilities Report –

Tim McClure, from Huckabee, presented project updates where they have met with campuses administration and teachers working along with the design team.

District Mobile App and Website Optimization –

Jeff Meador, Public Information Officer, presented to the board a district mobile app and website Optimization idea.

Title I Report –

Sharon Williams, Curriculum Director, presented the Title I Federal Program funding to the board.

Truancy Report –

Matt Hatfield, Hood County Deputy Constable, presented the Truancy Report for the first semester of school to the board. Judge Martin Castillo, continued the presentation by explaining for court process of a truancy offense.

Region XI Service Center Report –

Tom Call, Region XI Service Center representative, presented to the board the impact that the Service Center has on our district and what they offer to GISD.

Financial Statements for the Period Ending 1-31-2014

Sharay Boynton, Executive Director of Finance presented the Board with the financial reports for January 2014.

Action on Items Discussed in Closed Session

Staff Appointments

Dr. Largent recommended accepting the Staff Appointments and Contracts for Teachers, Librarians, Counselors, Diagnosticians, Speech Therapists, and Nurses as presented. A motion was made by Micky Shearon and seconded by Barbara Herrington 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 7:23 p.m.

_____ _____

Mark A. Jackson, President Micky Shearon, Board Secretary

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 4, 2014
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton, Finance Director
DATE: April 7, 2014
RE: Budget Amendments

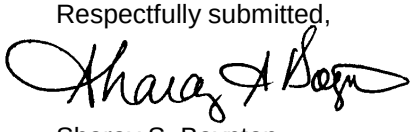
SUMMARY:

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: Sharay Boynton

Date Submitted: April 7, 2014

Revenue & Expense

Fund 199, Mr. Jeremy Ross, Originator
This amendment recognizes funds in the amount of $18,000 allocated to function 36 (Extra/Co-Curricular). These funds were collected as donations by the We the People participants for use for their travel expenses.

Fund 199, Mr. Jeremy Ross, Originator
This amendment recognizes funds in the amount of $4,705 allocated to function 31 (Guidance/Counseling). These funds were collected from students for the SAT Boot Camp/Test Prep.

Fund 199, Ms. Pat Yelverton, Originator
This amendment recognizes funds in the amount of $464 allocated to function 11 (Instruction). These funds were collected from students for the Scarborough Fair Trip.

Fund 199, Ms. Anna Roe, Originator
This amendment recognizes funds in the amount of $217 allocated to function 12 (Library/Media). These funds were collected from students for library fines and will be used to purchase technology equipment.

Fund 199, Mr. Donnie Cody, Originator
This amendment recognizes funds in the amount of $1,762 allocated to function 12 (Library/Media). These funds were collected from the book fair and will be used to purchase technology equipment.

Fund 199, Ms. Dana Goode, Originator
This amendment recognizes funds in the amount of $5,000 allocated to function 51 (Plant Maintenance). These funds are a donation from an individual to fund the mural painting at Mambrino.

Fund 199, Ms. Stacie Brown, Originator
This amendment recognizes funds in the amount of $655 allocated to function 11 (Instruction). These funds were generated as student payments for the 4th grade Austin, Tx field trip.

Fund 199, Ms. Stacie Brown, Originator
This amendment recognizes funds in the amount of $1,378 allocated to function 11 (Instruction). These funds are a donation from the PTO for the 4th grade Austin, Tx field trip.

Fund 199, Ms. Stacie Brown, Originator
This amendment recognizes funds in the amount of $200 allocated to function 12 (Library/Media). These funds were collected from students for library fines and will be used to purchase library books.

Fund 199, Mr. Dwight Butler, Originator
This amendment recognizes funds in the amount of $745 allocated to function 36(Extra/Co-Curricular). These funds are a donation from the Baseball Booster Club and will be used for baseball travel expenses.

Fund 199, Ms. Sharay Boynton, Originator
This amendment recognizes funds in the amount of $848 allocated to function 34 (Transportation). These funds are insurance proceeds for DOL 12/11/13 and will be used to repair district vehicles.

Fund 199, Ms. Sharay Boynton, Originator
This amendment recognizes funds in the amount of $8,855 allocated to function 11(Instruction) $ 4,169 and function 12 (Library/Media) $4,686. These funds are insurance proceeds for DOL 10/13/13 and will be used to purchase instructional and library materials and furniture lost as a result of the water damage.

Fund 199, Ms. Sharay Boynton, Originator
This amendment recognizes funds in the amount of $2,191 allocated to function 34 (Transportation). These funds are insurance proceeds for DOL 3/18/14 and will be used to repair district vehicles.

Expense only

Fund 199, Ms. Sharay Boynton, Originator
This amendment recognizes funds in the amount of $7,230 from roll forward of Library activity funds allocated to function 12 (Library/Media).

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 14, 2014
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton
DATE: April 7, 2014
RE: Buy Board Purchase – (2) 47-Passenger Buses

SUMMARY:

IDEA-B funds have been amended to purchase 2 special ed 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 (2) 47 passenger buses at $95,774 each for a total expenditure of $191,548. 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 Myers
Terry Slemmons

Date Submitted: April 7, 2014

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 14, 2014
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton
DATE: April 7, 2014
RE: Athletic Supplies & Equipment – Fall Sports – 2014-08

SUMMARY:

A bid was let to provide supplies for the secondary campuses for the Fall Sports. This bid covered supplies for the football program, volleyball program, cross country program, and tennis program. The award will be for the period of notice to March 31, 2015. 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.

RECOMMENDATION:

That the Board award the shaded items on the attached tabulations for the period of award notification to March 31, 2015.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Kathi Myers
Dwight Butler
Coaches

Date Submitted: April 7, 2014

BID FOR BOARD APPROVAL

Board Meeting Date: April 14, 2014 **Bid Number**: 2014-08 Athletic Supplies Football Section

1. **Item, material or service (specific or classification):** Football 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 award notification through March 31, 2015

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

   Granbury Athletic Coordinator – Scotty Pugh
   Dwight Butler – Athletic Director

5. **Number of bids sent to vendors:** 172 (included all sports, some vendors provide supplies specific to one sport)

6. **Number of bids received from vendors:** 9 (for the football portion)

7. **Listing of recommended vendors and total prices:** The recommendation for award is shaded in the column under the vendor name on the tabulation for a total expenditure of $35,047.60. If the selected vendor is unable to provide the product, recommendation is to proceed to the next lowest vendor providing best value to the district. Additional supplies will be purchased on an as needed basis through the catalog discount bid.

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

   A1: Please accept 4th lowest bid, Alert Services, because other lowest bids, Teamline, Lids, Team Express, and BSN Sports, are for different types of girdles and will not match the current existing
   stock.

   A2: Please accept 2nd lowest bid, Team Express, because low bid, BSN Sports, is for a Badger brand and will not match existing stock.

   A7: Please accept 2nd lowest bid, BSN Sports, because low bid, Team Express, is for a different Nike Fly Short and will not match existing stock.

9. **Last bid date (bid of comparable nature within last 5 years):** 02/04/2013

10. **Percentage increase or decrease from last bid:** Due to the number of items, a comparison was not made.

11. **Budget information:** Football supplies and equipment will be purchased from the following budget codes.

181 e 36 6395 00 001 0 91 020	$27,000.
181 e 36 6395 09 005 0 91 020	4,850.
181 e 36 6395 00 041 0 91 020	5,500.
181 e 36 6395 00 042 0 91 020	5,500.
181 e 36 6649 00 001 0 91 020	5,000.

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: April 14, 2014 **Bid Number**: 2014-08 Athletic Supplies Cross-Country

1. **Item, material or service (specific or classification):** Cross-Country Supplies

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

6. **Period of time bid covers:** From written award notification through March 31, 2015

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

   Amber Ward – Granbury High School Coach
   Dwight Butler – Athletic Director

8. **Number of bids sent to vendors:** 172 (included all sports, some vendors provide supplies specific to one sport)

6. **Number of bids received from vendors:** 5 (for this section of the bid)

7. **Listing of recommended vendors and total prices:** The recommendation for award is shaded in the column under the vendor name for a total expenditure of $814.72. If the selected vendor is unable to provide the product, the recommendation is made to proceed to the next lowest vendor providing best value to the district. Additional purchases for supplies on an as needed basis will be made through the catalog discount bid.

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

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10. **Last bid date (bid of comparable nature within last 5 years):** 02-04-2013

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

11. **Budget information:** Expense for cross country supplies will come from account code(s) with the following budgets:

    181.e.36.6395.00.001.0.91.0.090 $3,000.

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: April 14, 2014 **Bid Number**: 2014-08 Athletic Supplies Volleyball Section

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

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

9. Period of time bid covers: From award notification through March 31, 2015

10. Person and title responsible for the expenditure:

Tammy Clark – Head Volleyball Coach
Dwight Butler – Athletic Director

11. Number of bids sent to vendors: 172 (included all sports, some vendors provide supplies specific to one sport)

6. Number of bids received from vendors: 11 (for this section of the bid)

7. Listing of recommended vendors and total prices: The recommendation for award is shaded on the tabulation, in the column under the vendor name, for a total expenditure of $7,436.66. If the selected vendor is unable to provide the product, recommendation is to proceed to the next lowest vendor providing best value to the district. Additional supplies will be purchased on an as needed basis from the catalog discount bid.

12. Explanation of other than low recommendations:

B9: Please accept the second lowest bid, Team Express, because low bid, BSN Sports, is for a different format of scorebook which is not user friendly, does not contain all information wanted for proper game stats, and does not transfer well with other game reporting systems.

B10: Please accept the second lowest bid, Athletics World, because low bid, Team Express, will not fit the current Porter pole system at Acton Middle School and Granbury Middle School.

9. Last bid date (bid of comparable nature within last 5 years): 02/04/2013

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

11. Budget information: Expenditures for these supplies will come from the following account code(s)
and budgets:

181.e.36.6395.00.001.0.91.120	$7,000.
181.e.36.6395.00.041.0.91.120	2,500.
181.e.36.6395.00.042.0.91.120	2,500.

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: April 14, 2014 **Bid Number**: 2014-08 Athletic Supplies Volleyball Section

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

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

12. Period of time bid covers: From award notification through March 31, 2015

13. Person and title responsible for the expenditure:

Tammy Clark – Head Volleyball Coach
Dwight Butler – Athletic Director

14. Number of bids sent to vendors: 172 (included all sports, some vendors provide supplies specific to one sport)

6. Number of bids received from vendors: 11 (for this section of the bid)

8. Listing of recommended vendors and total prices: The recommendation for award is shaded on the tabulation, in the column under the vendor name, for a total expenditure of $7,436.66. If the selected vendor is unable to provide the product, recommendation is to proceed to the next lowest vendor providing best value to the district. Additional supplies will be purchased on an as needed basis from the catalog discount bid.

13. Explanation of other than low recommendations:

B9: Please accept the second lowest bid, Team Express, because low bid, BSN Sports, is for a different format of scorebook which is not user friendly, does not contain all information wanted for proper game stats, and does not transfer well with other game reporting systems.

B10: Please accept the second lowest bid, Athletics World, because low bid, Team Express, will not fit the current Porter pole system at Acton Middle School and Granbury Middle School.

9. Last bid date (bid of comparable nature within last 5 years): 02/04/2013

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

11. Budget information: Expenditures for these supplies will come from the following account code(s)
and budgets:

181.e.36.6395.00.001.0.91.120	$7,000.
181.e.36.6395.00.041.0.91.120	2,500.
181.e.36.6395.00.042.0.91.120	2,500.

13. **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: April 14, 2014
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton
DATE: April 7, 2014
RE: Workers Comp Renewal

SUMMARY:

July 2000, the Board accepted the proposal from Hibbs Hallmark & Company and Claims Administrative Services, Inc of the West Texas Educational Insurance Association to provide Workers' Compensation coverage for GISD with the deductible funding option through an interlocal agreement. Renewals of the original proposal have been accepted since this time. CAS has presented the proposal for this next year. The renewal addendum is attached for your reference.

Since we have been with this program, our workers comp claims have been aggressively worked and administered. There have even been instances where claims have been denied due to the fact that they were not a true workers comp claim. The support that they provide for our program is very good.

CAS is offering an Early Renewal Discount. The fixed cost being offered at this time is a 29.39% decrease ($37,421) and locks it in for three years ($89,904/annually). The loss fund rate for next year will also be decreased by 7.22% based on current payroll. 2013-14 is the final year of a 3-year plan. The fact that the fixed rate is locked in contributes to the decision to enter into a new multi-year program.

I have reviewed the proposal and the following is my recommendation.

RECOMMENDATION:

That the board approve continued participation in the West Texas Educational Insurance Association Workers Compensation Fund with the 2014-15 school year being the first year of a three-year plan.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton

Date Submitted: April 7, 2014

OFFICE OF SUPERINTENDENT

For:	**Board of Trustees**
Date:	**April 14, 2014**
Action:	**Approval**

To:	**Board of Trustees**	**From:**	**Dr. James M. Largent**
		Date:	**March 17, 2014**
		RE:	**Consider Change to 2013-14 School Calendar and Waiver Request**

SUMMARY:
To request our bad weather Waiver to TEA, we need to change the District Calendar by flipping the May 29th to a full instruction day and bad weather day and making May 30th an early release date.

Respectfully submitted,



Dr. James M. Largent
Superintendent

GRANBURY ISD
Helping Students Reach New Heights

DATE: 4/9/2014

CAMPUS: Baccus

WEEKLY ENROLLMENT REPORT

2013-2014	A	B	C	D	E	G	H	I	TOTAL
FIRST HR	22	20	22	21					85
SECOND HR	23	22	21	23					89
THIRD HR	22	22	22	21					87
FOURTH HR	18	19	20	18					75
FIFTH HR	23	23	23	24					93
KINDER HR	22	22	21	22					87
PRE-KINDER HR	23	12							35
									0
									551

GCA SERVICES GROUP℠

April 14, 2014

QUALITY • MEASURED. MANAGED. GUARANTEED.

Granbury Independent School District & GCA K-12 Education Services, Inc.

Custodial Operation Services Presentation

Introductions

- Thomas Gifford, Senior Regional Vice President, Operations
- Dub Spencer, Senior Regional Manager
- Darren Kreakie, Director of Human Resources
- Richard Wells, Senior Sales Director, Sales

Agenda

- Introductions
- GCA Qualifications and Overview
- Operational Approach
- Wrap-up

GCA Qualifications

GCA Qualifications

UNIQUELY QUALIFIED

- ✓ Specialize in Education Facilities
- ✓ Understand Granbury Independent School District expectations
- ✓ Financially strong Company
- ✓ Twenty-three (23) K-12 Districts in Texas – Two hundred (200) Nationally
- ✓ Long term relationships – Garland ISD 27 years and Plano ISD 18 years
- ✓ Eighteen (18) Colleges and Universities in Texas – Seventy-five (75) Nationally
- ✓ 98% Customer Retention rate
- ✓ Managed by a professional Local Team
- ✓ Proven track record in transitioning large districts
- ✓ Strong local presence of over 3,000 employees

GCA Qualifications

- GCA Is Uniquely Qualified to provide a high quality program at a competitive rate
- We currently provide services to 42 educational facilities in TX and excess of 200 in the United States
- Sound financial Company – Blackstone
- Performing K-12 services since 1986

- Large company with vast resources but Managed on the local level
- #1 Facility Services Provider for Education in Texas/Nation

Company Background

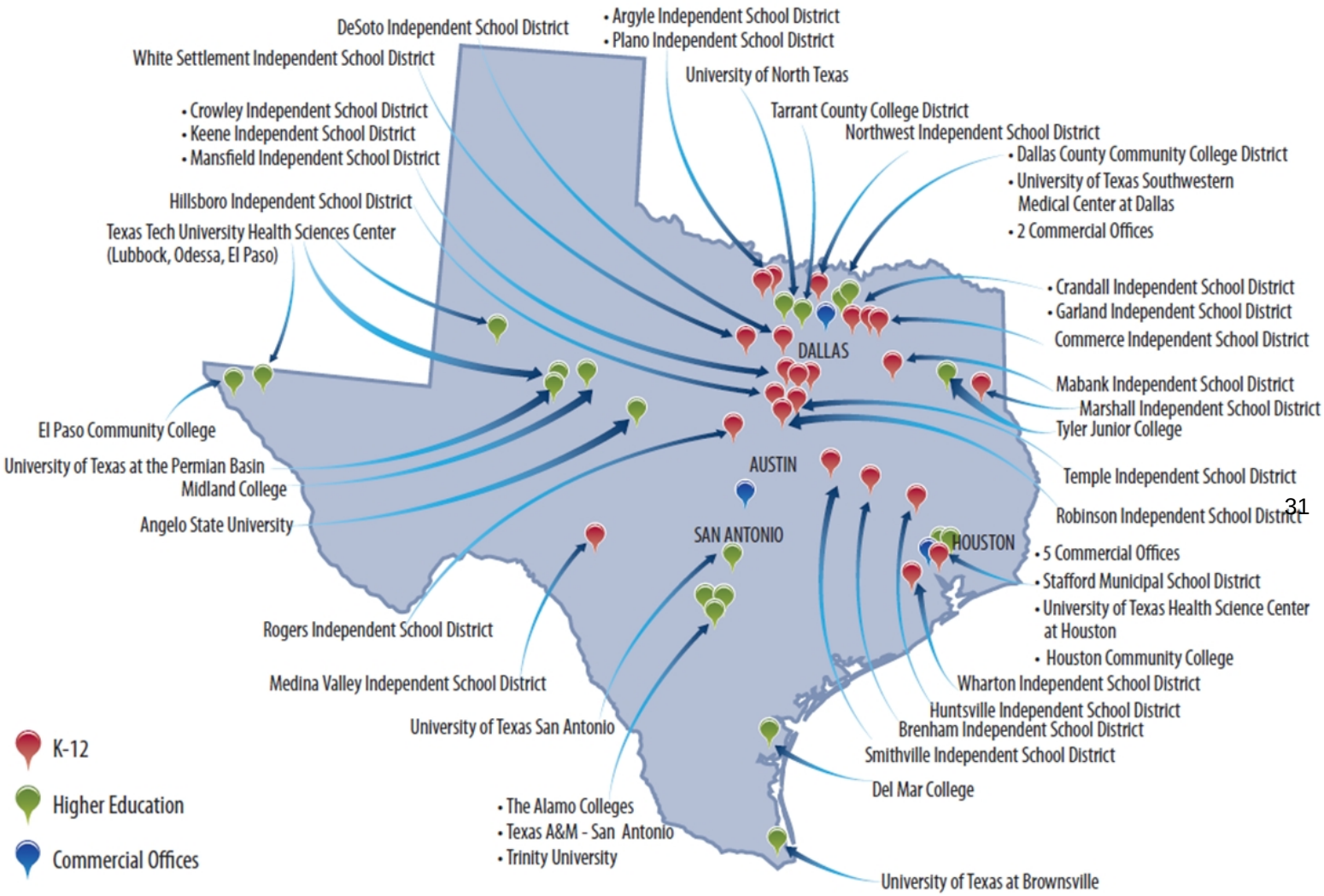
GCA Services Group Profile

- In excess of $800 million in annual revenue
- One of the largest national facility service providers
- Over 32,000 employees in 47 states, DC and Puerto Rico
- Currently service over 650 million square feet daily

GCA's Education Division

- Leading provider of Full Service Custodial to K-12 school districts
- Client Retention Rate of 98%
- Over $350 million in revenue
- Over 200 school districts have chosen GCA as their service provider
- 75 prestigious colleges and universities have chosen GCA

GCA's Texas Presence



GCA SERVICES GROUP℠

QUALITY ● MEASURED. MANAGED. GUARANTEED.

Texas K12 References

Confidential	References

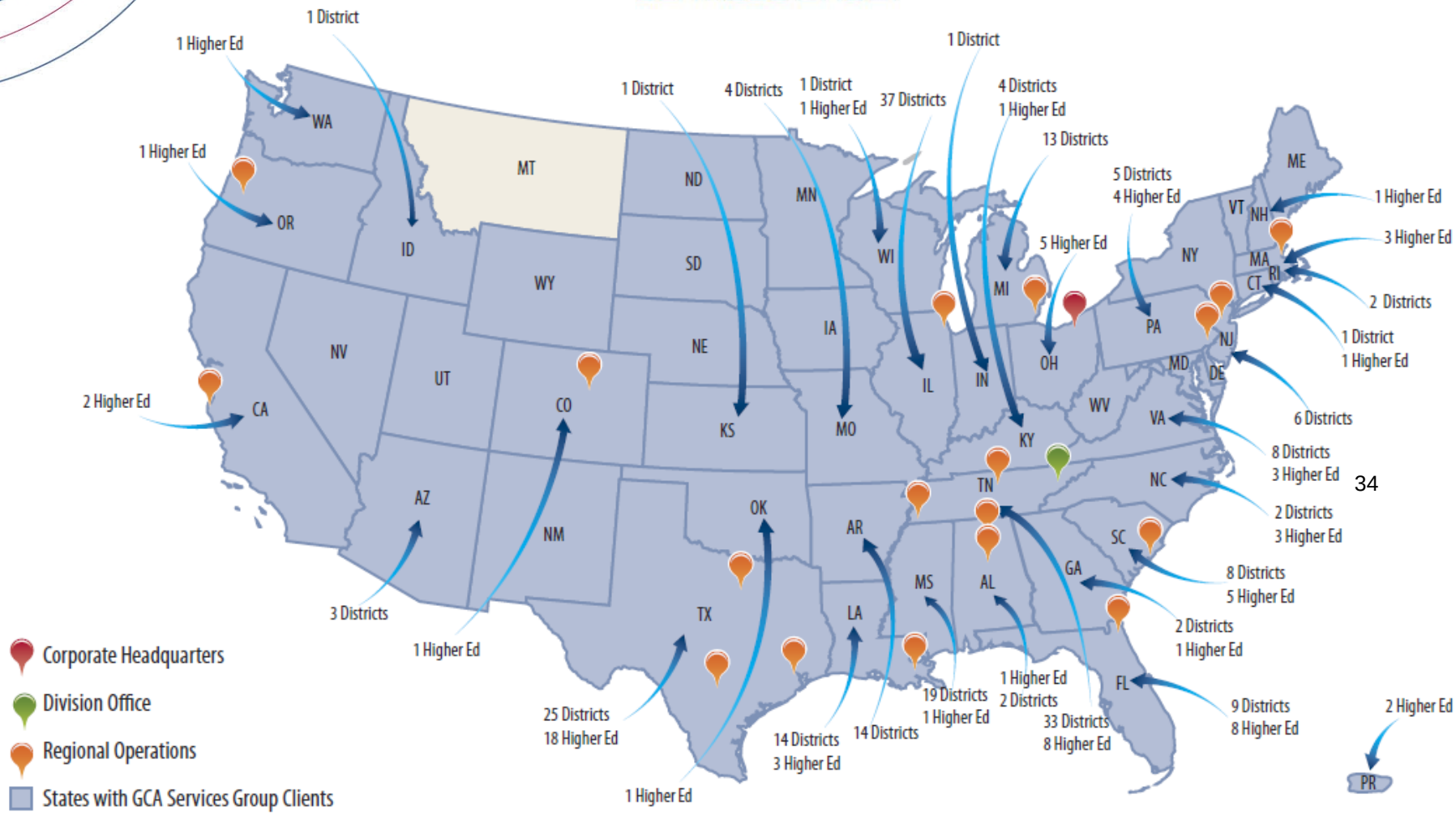
- Plano Independent School District – Plano, TX
- Garland Independent School District- Garland, TX
- Northwest Independent School District- Justin, TX
- Crowley Independent School District- Crowley, TX
- Huntsville Independent School District- Huntsville, TX
- Brenham Independent School District- Brenham, TX
- Medina Valley Independent School District- Castroville, TX
- DeSoto Independent School District- DeSoto, TX
- White Settlement Independent School District- Fort Worth, TX

Texas Higher Education

Confidential | **References**

- University of Texas, Health Sciences Center at Houston – Houston, TX
- Houston Community College – Houston, TX
- Trinity University – San Antonio, TX
- Tarrant County College – Fort Worth, TX
- Dallas County Community College District - Dallas, TX
- University of Texas Brownsville - Brownsville, TX
- University of Texas Southwestern Medical Center at Dallas - Dallas, TX
- University of Texas at San Antonio – San Antonio, TX
- Texas Tech University Health Sciences Center - Lubbock, TX
- University of Texas at the Permian Basin - Midland, TX

National Presence



GCA SERVICES GROUP℠

QUALITY ● MEASURED. MANAGED. GUARANTEED.

Large K-12 References

Confidential	References

- Plano Independent School District - Plano, TX
- Duval County Public Schools – Jacksonville, FL
- Metropolitan Nashville Public Schools – Nashville, TN
- Community Consolidated H.S. District - Orland Park, IL
- School District of Philadelphia - Philadelphia, PA
- Collier County Schools - Naples, FL
- Orland Park CC HS #230 – Orland Park, IL

Operating Plan

Operating Plan

GCA's Methodology for Developing the Operating Plan:

- Met with Dr. Largent and Ms. Hernandez to create a customized approach for GISD (multiple times)
- Walked the sites on March 18th
- Applied our knowledge of Multiple K-12 Districts
- Compared GISD to many local districts to make sure our approach was accurate
- Presented a program to Dr. Largent and Ms. Hernandez to get feedback

Operating Plan

GCA's Operating Plan Consist of:

- Strong Management Team
- Staffing
- Implementation Plan
- Training
- Quality Assurance
- Equipment

Operating Plan

Strong Management Team

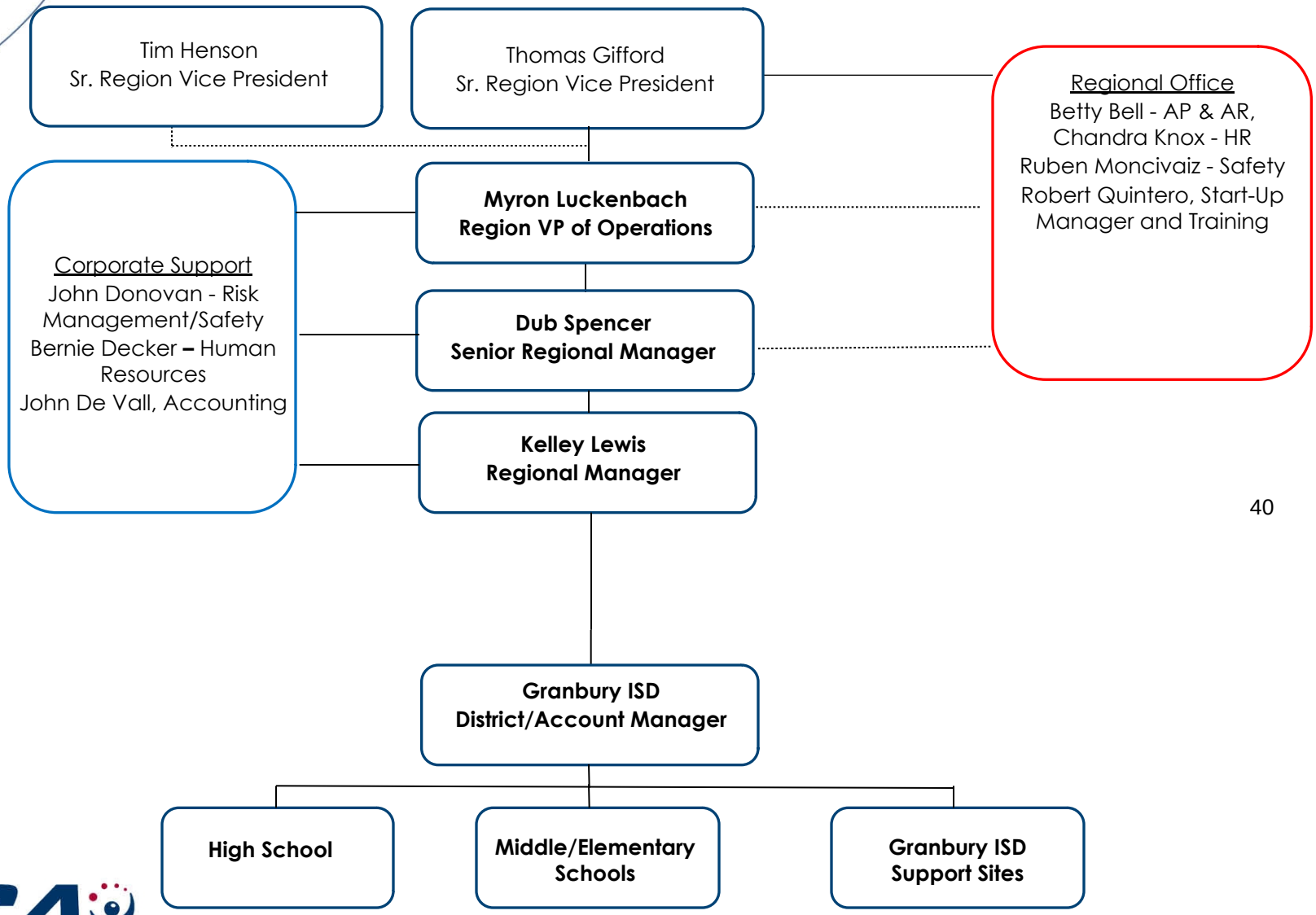
Any successful program begins with a strong Management team.

Our management team consist of:

- District/Account Manager
  - Dedicated to GISD Only
  - Responsible for successful partnership with GISD
  - Extensive experience in GISD schools
- Dedicated Lead assigned to every School
  - Assist in all floor care
  - Direct supervisor to front line personnel
  - Daily interaction with GISD Principals/Representatives

Granbury ISD Management

Organizational Chart



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GCA SERVICES GROUP℠
QUALITY ● MEASURED. MANAGED. GUARANTEED.

Wages and Benefits

- GCA is committed to hiring **ALL** current GISD staff at same wages/benefits
- Medical Benefits to Full Time Personnel
- 10 Days of Vacation
- 401k Match
- Annual Wage Adjustment
- Career Path

Transition / Implementation Plan

- Successfully transitioned over 70 K-12 school systems to GCA
- Upon receiving intent of award, GCA will immediately start the Transition Plan
  - GCA will utilize job fairs, advertisements, referrals, word of mouth communication and other mediums to attract and recruit staff
  - Order Capital equipment
  - Meet with District Staff
  - Begin site surveys
  - Identify unique requirements

Operating Plan

Training

GCA's success depends on the success of our custodial employees, therefore, GCA will strongly emphasize continuous training and supportive management.

- **Initial Orientation**
  - Checklist of training topics before someone starts the job
  - Will Conduct initial In-Service Training for all employees
- **On-going Methods Training**
  - Training DVD's
  - On-line and Manual access training Method of the Week
  - Vendor Support and Training
- **Semi-Annual In-Service Training**
  - All GCA Employees are Required to Attend an Annual In-service Class
- **Safety Training**
  - Corporate and Regional Safety Team
  - Documented Safety standards and procedures
  - Regulatory compliance - Asbestos

Operating Plan

Training

Annual In-Service Training Safety Curriculum	Annual In-Service Training Operations Curriculum
○ PPE Training ○ Safety and Security ○ Sensitivity/Diversity ○ Hazard Communication ○ Bloodborne Awareness ○ Asbestos Awareness ○ Reporting Injuries ○ Back/Lifting Safety ○ Harassment Free Workplace ○ Workplace Violence Prevention ○ Work Rules Review ○ New Employee Learning Assessment	○ Job Descriptions ○ Green Training ○ Restroom Cleaning ○ Office Cleaning ○ Classroom Cleaning ○ Entrance Cleaning ○ Urinal Cleaning ○ Ladder Safety ○ Floor/Carpet Maintenance ○ General Cleaning ○ Toilet Cleaning ○ H1N1 Cleaning ○ MRSA Cleaning ○ Emergency Cleaning

Operating Plan

Training

2014 Method of the Week Training Schedule

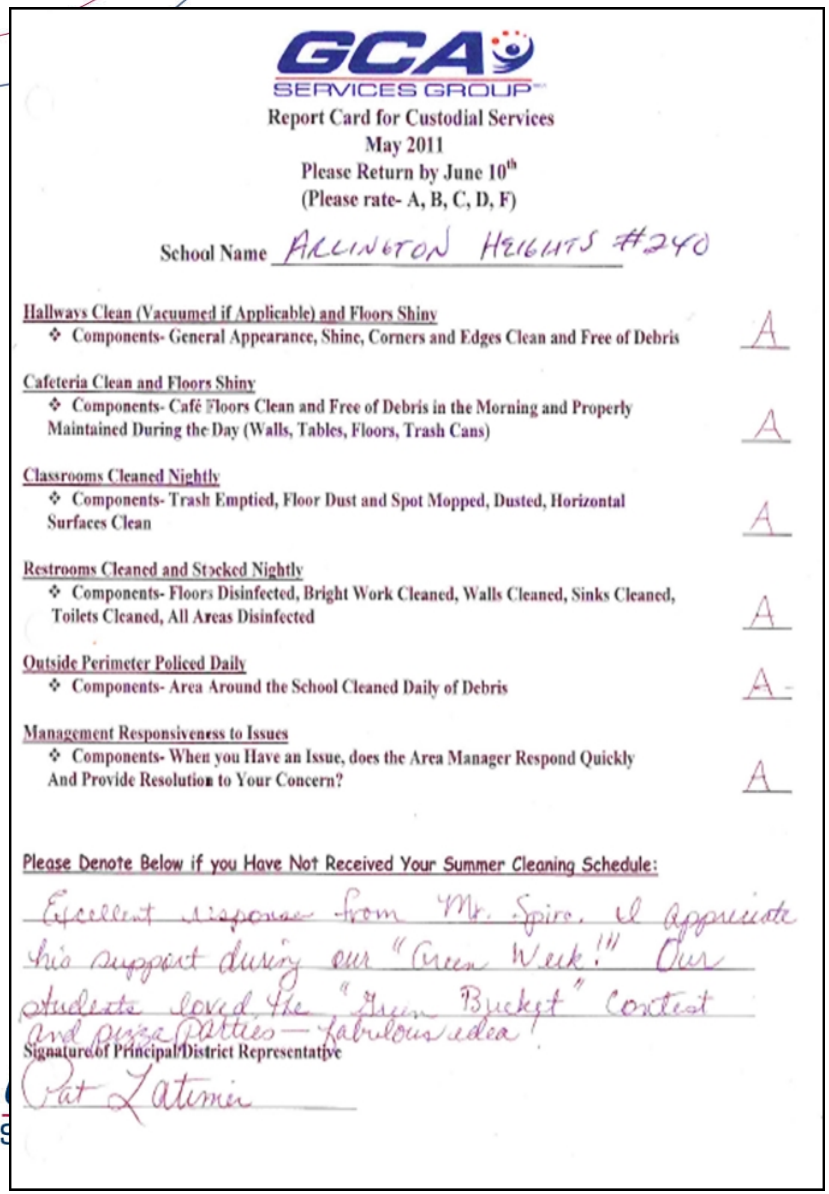
Week of	JANUARY		Week of	JULY
3	GCA Safety Work Rules Review - S		4	Emergency Evacuation – S *
10	Spot and Dust Mopping w/Flat mops		11	Stairways and Landings
17	Wall Spotting		18	Stainless Steel Cleaning
24	Furniture Polishing		25	Shower Cleaning
31	Dusting			AUGUST
	FEBRUARY		1	Hazard Communication – S *
7	Bloodborne Pathogens – S *		8	Janitor's Closet Organization
14	Break Room Cleaning		15	Cleaning Chemicals
21	Cabinet Cleaning		22	Janitor's Cart Organization
28	Drinking Fountains		29	Trash Removal
				SEPTEMBER
	MARCH		5	Asbestos Awareness – S *
7	Work Zones - S		12	Sweeping
14	Counter Top Cleaning		19	Glass Cleaning
21	Damp Mopping		26	Toilet Cleaning
28	Restroom Cleaning & Closing Procedures			OCTOBER
	APRIL		3	Fire Prevention - S
4	Personal Protective Equipment – S *		10	Sink Cleaning
11	Window Washing/Sills and Ledges		17	Bloodborne Pathogens – S *
18	Working Around Moving Equipment		24	Urinal Cleaning
25	Carpet Spotting		31	Upholstery Spotting
	MAY			NOVEMBER
2	Back Safety/Proper Lifting – S *		7	Customer/Client Safety Rules - S
9	Slip and Fall Prevention - S		14	Vacuuming - Upright
16	Ladder Safety – S *		21	Classroom Cleaning
23	Wall Washing		28	Doors Frames and Latches
30	Baseboard Cleaning			
	JUNE			DECEMBER
6	Injury Reporting – S *		5	Electrical Safety - S
13	Vent Cleaning		12	Refrigerator Cleaning/Defrosting
20	Workplace Violence Prevention - HR		19	Harassment Free Workplace - HR
27	Graffiti Removal		26	Vacuuming - Back Packs





Operating Plan

Quality Assurance



GCA SERVICES GROUP

Report Card for Custodial Services
May 2011
Please Return by June 10th
(Please rate- A, B, C, D, F)

School Name ARLINGTON HEIGHTS #240

Hallways Clean (Vacuumed if Applicable) and Floors Shiny — A
- Components- General Appearance, Shine, Corners and Edges Clean and Free of Debris

Cafeteria Clean and Floors Shiny — A
- Components- Café Floors Clean and Free of Debris in the Morning and Properly Maintained During the Day (Walls, Tables, Floors, Trash Cans)

Classrooms Cleaned Nightly — A
- Components- Trash Emptied, Floor Dust and Spot Mopped, Dusted, Horizontal Surfaces Clean

Restrooms Cleaned and Stocked Nightly — A
- Components- Floors Disinfected, Bright Work Cleaned, Walls Cleaned, Sinks Cleaned, Toilets Cleaned, All Areas Disinfected

Outside Perimeter Policed Daily — A-
- Components- Area Around the School Cleaned Daily of Debris

Management Responsiveness to Issues — A
- Components- When you Have an Issue, does the Area Manager Respond Quickly And Provide Resolution to Your Concern?

Please Denote Below if you Have Not Received Your Summer Cleaning Schedule:

Excellent response from Mr. Spire. I appreciate his support during our "Green Week!" Our students loved the "Green Bucket" Contest and pizza parties — fabulous idea!

Signature of Principal/District Representative

Pat Latimer

History:

- Well established system of monitoring Principal feedback
  - A-F Rating System

Purpose:

- To provide a basis on which to quantify customer satisfaction in an effort to:
  - Ensure 100% Transparency
  - Provide an early warning system of dissatisfaction
  - Chart and record trends or trouble areas
  - Build deeper relationships with Principals

Criteria

- Seven criteria based areas for client review monthly
  - Hallways clean/vacuumed and floors shiny
  - Cafeteria clean and floors shiny
  - Classrooms cleaned nightly
  - Restrooms cleaned and stocked nightly
  - Outside perimeter policed daily
  - Management responsiveness to issues
  - Comments: Employee/School of the Month Recommendations

Operating Plan

Quality Assurance

- All Data From Every School and Specifications are Uploaded
- District Manager will have iPhone and iPad
- Learning and working out any issues in the field
- Random and Scheduled Inspections
- Webinars, Conference Calls for Training
- Cloud based system accessible to both GCA and GISD





- **Employee of the Month**
  - Recognizes employees who have gone above and beyond in an aspect of their job.
  - Winners receive a gift card as well as recognition in the GCA Newsletter.
- **School of the Month**
  - Recognizes custodial teams who have excelled in their Inspection and Principal Survey Scores as well as Teamwork. Winners receive a gift card, a catered dinner by GCA management, and recognition in the GCA Newsletter.





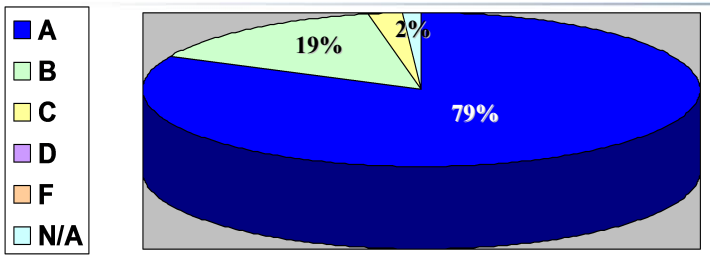
Reporting Overall Results

Joint Review Committee

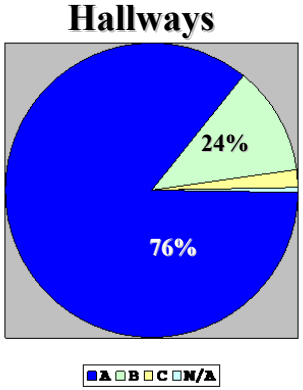
- **Overall Review of Our Performance**
  - Included are key accomplishments, KPIs and goals from the last JRC
- **Principal Report Card Survey Results**
  - Reported by Month, Quarter, and Year
- **GCAClean Inspection Results**
  - Quantitative scores based upon GCA and District Random Inspections
- **Retention Rate**
  - Benchmarked on a quarterly basis and reports current workforce composition
- **Customer Requests by Area**
  - By month and per type of requests.
- **Monthly Complaints / Repeats**
  - Complaints by month with relation to repeat complaints. Retraining will be ongoing to correct complaints.
- **Work Loss Cases (WLC)**
  - Per quarter with relation to previous three (3) quarters, as well as, OSHA benchmark rate.

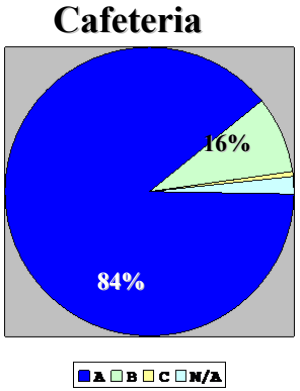
Operating Plan

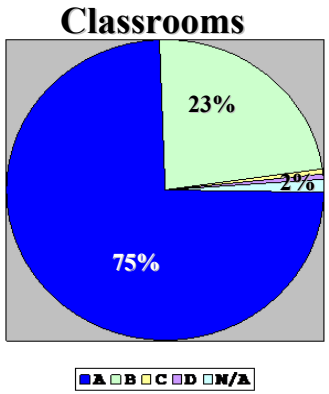
Quality- Principal Feedback

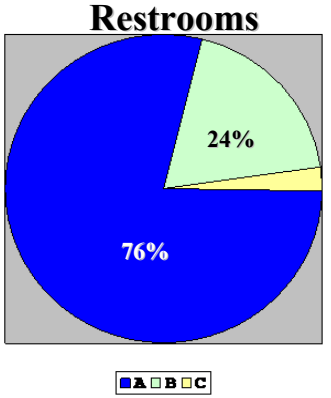


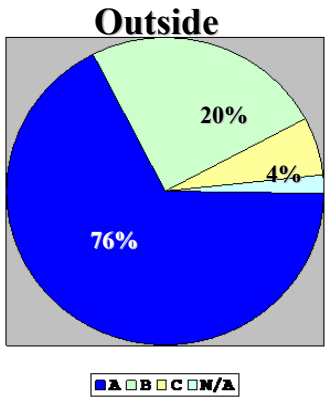
MARCH 2012 SURVEYS	A	B	C	D	F	N/A
HALLWAYS	137	19	3	0	0	1
CAFETERIA	142	14	1	0	0	3
CLASSROOMS	118	37	1	1	0	2
RESTROOMS	124	30	4	0	0	0
OUTSIDE	107	39	10	0	0	3
MANAGERS	155	5	0	0	0	0
SUMMER CLEANING	134	20	4	0	0	2
TOTAL	917	164	23	1	0	11

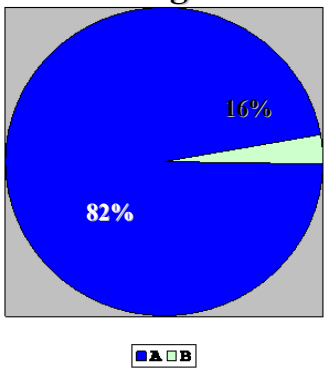


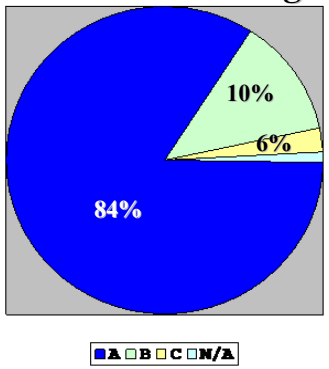












New Equipment

- GCA will invest $150,000 in new state of the art equipment
  - Exclusively for the use of Granbury ISD



Chariot Auto- Scrubber





51

Back Pack Vacuum



Aqua Pro XP



Carpetriever

Wrap Up

Why Select GCA's Team

As Your Partner?

- GCA has a proven success record with 23 Texas K-12 references
- GCA is the expert in partnering with transitioning Districts and the care of the affected employees
  - Successfully transitioned over 70 K-12 school systems
  - Full Time Employment
  - Industry leading 98% client retention rate
  - Specialization in starting and operating large K-12 school systems
  - Strong and experienced on-site management team
  - Proven safety and training programs
- GCA specializes in building long-term relationships
  - Garland ISD-27 years, Plano ISD-18 years, Northwest-10 years

GCA will save Granbury ISD $125,000+ annually

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

SUPPORT SERVICES

To: Board of Trustees
Date: April 14 20134
For: Approval

TO: Dr. James Largent, Superintendent

FROM Alicia G. Hernandez
DATE: April 14, 2014
RE: Meal Price Increase

SUMMARY:

The prices for meals served in the GISD Child Nutrition program is reviewed annually to ensure that pricing is compliant with regulations and sufficient to cover the cost of the program. As a result of this review, the following need to be addressed for Lunch pricing for the 2014-2015 school year.

In order to continue compliance with The Health, Hunger-Free Kids Act of 2010 – Sec. 205, lunch prices will need to increase by at least $.05 every year. The Act states: "Effective School Year beginning July 1, 2011, schools are required to charge students for paid meals at a price that is on average equal to the difference between free meal reimbursement and paid meal reimbursement; Schools that currently charge less are required to gradually increase their prices over time until they meet the requirement; Schools may choose to cover the difference in revenue with non-federal funds instead of raising paid meal prices. Establishes a maximum annual increase in the required paid increase of 10 cents annually, but allows schools to establish a higher increase at their discretion." This year we are required to increase by 10 cents since we need to be at the TDA weighted price average of $2.57 per meal. By increasing 10 cents for elementary schools we are able to meet this requirement. Staff Meal prices are also required to be increased in order to comply with the TDA regulation

2013-14 Prices were as follows:

Elementary Type A Breakfast	$1.15 – no increase
Elementary Type A Lunch	$2.25
Middle School Type A Breakfast	$1.40 – no increase
Middle School Type A Lunch	$2.50 – no increase
High School Type A Breakfast	$1.65 – no increase
High School Type A Lunch	$2.65– no increase
Staff Lunch Price	$2.75

The difference between 2014-15 free and paid meal reimbursement is a weighted $2.57 per meal. Therefore, GISD needs to increase the paid meal price to a weighted $2.57 per meal. However, the increase is limited to a maximum $.10 as addressed above.

RECOMMENDATION:

It is recommended that the meal prices for 2014-2015 be as follows:

Elementary Type A Lunch	$2.35
Middle School Type A Lunch	$2.50
High School Type A Lunch	$2.65
Staff Lunch Price	$3.25

Respectfully submitted,

Alicia G. Hernandez
Director Support Services

Date Submitted: March 3, 2014

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

CURRICULUM AND INSTRUCTION

TO: Dr. James Largent, Superintendent	**FROM**: Sharon Williams **DATE**: March 31, 2014 **RE**: Instructional Materials Allotment and TEKS Certification Form

SUMMARY:

Districts are required to certify annually to the State Board of Education and the Commissioner that for each subject in the required curriculum students have access to the instructional materials that cover all of the Texas Essential Knowledge and Skills (TEKS).

Proclamation 2014 is inclusive of K-8 math, K-12 Science, and Technology Applications. The committee recommended Houghton Mifflin for K-5 math and science, McGraw Hill for 6-8 math, Stemscopes for 6-12 science, and Learning.com for Technology applications.

RECOMMENDATION:

It is recommended that the certification form be approved to allow the district to order resources via EMAT for the 2014 proclamation.

Respectfully submitted,

Sharon Williams
Director of Curriculum and Instruction

Terry Slemmons
Transportation Director

Granbury ISD
500 N. Hannaford St. 817.408.4150
Granbury, Texas 76048 817.408.4169 Fax

www.granburyisd.org
terry.slemmons@granburyisd.org

October 29, 2013

Dr. Largent
Here is the information you requested concerning the Bond Bus Replacement Schedule.

2014	Purchase of 4 Regular Ed buses	$400,000
	Purchase of 1 SPED bus	$100,000
	Purchase of 2 Activity buses	$300,000
		$800,000
2015	Purchase of 4 Regular Ed buses	$400,000
	Purchase of 1 SPED bus	$100,000
		$500,000
2016	Purchase of 3 Regular Ed buses	$300,000
	Total Expenditure	$1,600,000

The purchase of the number of SPED and Regular Ed buses could vary slightly depending on the district need and the Federal Funds available for SPED bus purchases. We also have to keep in mind that the purchase price is subject to change depending on the Vendors but I feel this is a close estimate based on a 3 year period.

Thanks
Terry Slemmons

Activity Bus Options

GISD Transportation

Longhorn Bus Sales



Longhorn Bus Sales



Longhorn Bus Sales



Longhorn Bus Sales



Longhorn Bus Sales



Longhorn Bus Sales



Thomas Bus Gulf Coast



Thomas Bus Gulf Coast



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Bluebird All American D3 Series



Bluebird All American D3 Series



Bluebird All American D3 Series



Bluebird All American D3 Series





Payton-bus3



krbus2



AM bus3



TJ bus2



BB bus2

Granbury
Independent School District

From the office of:
Terry Slemmons
Transportation Director

Dr. Largent
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Thanks
Terry Slemmons

500 N. Hannaford • Granbury, Texas 76048 • Phone (817) 408-4150 • Fax (817) 408-4169
www.granburyisd.org

Jeremy Ross
Principal

Granbury High School
2000 West Pearl St. 817.408.4606
Granbury, Texas 76048 817.408.4699 Fax

www.granburyisd.org
jeremy.ross@granburyisd.org

DATE: 4/8/2014
TO: Dr. Largent, Superintendent and the Board of Trustees for GISD
FROM: Jeremy Ross, Granbury High School Principal
SUBJECT: Band Requests for Bond Funds

As an administrative team, we have established a system where we spend the bond funds that were set aside for instrument purchases over the course of three years. I have verified with John Morgan (AMS), Michelle Kahne (GMS), Tahl Kirk (Percussion), and Mark Eastin(GHS) that the requested purchases meet the needs for the band program for next year.

Based on the enrollment numbers, here is what is trending:

Campus	2013-2014 Enrollment	2014-2015 Enrollment
GMS 6th	71	118
AMS 6th	65	90
GMS 7th	51	54
AMS 7th	59	53
GMS 8th	59	42
AMS 8th	50	35
GHS 9-12	110	152

The plan that the band directors have established meets the program needs through 2015. The purchases made in round 2 will be strictly related to retention and equipment needs. GHS will have a very large 9th grade class (75) when historically it has been about ½ of that. Additionally, six grade numbers on both middle school campuses are very high, but we don't want to make purchases for those students until we know that they are going to stay in the program (February 2015). Our plan is to evaluate again in the winter of 2015 to determine the needs of 2015-2016; and again in the winter of 2016 to determine the needs of 2016-2017. Doing so will ensure that we do not unnecessarily spend bond money if there are not needs in the program.

	Marching Percussion Needs	Estimated Cost
1	4.5 Low F Acoustalon Marimba with Multi Frame II and drop cover	$8,648
1	Gold Bar Vibraphone with Multi Frame and cover	$5,856.05
1	Concert Bass Drum 36" x 26"	$1,425.50
1	Suspended Concert Bass Drum Stand with Field Frame	$609.00
1	GigRig Electronics/mixer board Case	$500.00
1	GigRig 6U Expander Base	$289.00
1	GigRig Transport Cart with Ever Roll No Flat Tires	$360.00
1	GigRig Snake Carrier	$89.00
1	Power Amplifier (750 watts) P5000S	$629.00

	CONCERT PERCUSSION NEEDS	ESTIMATED COSTS
1	5.0 Octave Rosewood Marimba Mahogany Frame Basso Bravo resonator voicing Black Resonators Enhanced keyboard voicing Cases	$20100
1	Set of 5 Timpani	$15,955.25
1	Long Drop Cover	$89.60
1	Long Drop Cover	$89.60
1	Long Drop Cover	$89.60
1	Long Drop Cover	$89.60
1	Long Drop Cover	$89.60
1	Rosewood Xylophone with cover and soft cases	$4,177.80
1	Chimes with concert frame and cover	$4,329.60

TOTAL ESTIMATED PURCHASES FOR PERCUSSION: $63,416

Acton Middle School Requests

1	Fox 220 Bassoon	$6806
5	Jupiter French Horn 852L @$2162 each	$10810
6	Jupiter Baritone 470 @$1230 each	$7380
2	King Tuba 2341 @$4800 each	$9600
1	Timpani Set (4) Yamaha	$11615
1	Vibraphone Yamaha	$5089

TOTAL ESTIMATED PURCHASES FOR AMS: $51,300

Granbury Middle School Requests

2	Fox Renard 41 Bassoon	$8798
4	Holton H379 French Horn @$3319 each	$13276
2	Fox Renard Oboe @ $3499	$6998
1	Concert Bass Drum	$1200
1	Concert Bass Drum Stand	$475
1	Timpani Set (4) Yamaha	$11615
1	Set of Chimes	$5375

TOTAL ESTIMATED PURCHASES FOR GMS: $47,737

Granbury High School Requests

1	Burkart Resona Grenadilla Piccolo	$2088
2	Yamaha Piccolo (Metal Headjoint)@$1268 ea	$2536
1	Eb Clarinet (Buffet)	$4300
3	Bass Clarinet (Yamaha) @$1600	$4800
1	Bb Contrabass Clarinet (LeBlanc)	$4749
2	Tenor Saxophone (Yamaha) @$2500	$5000
1	Baritone Saxophone	$4900
7	Concert French Horn (Yamaha) @$3300	$23100
7	King Mellophone @$1500	$10500
7	Concert Euphonium (King) @$2200	$15400
7	Marching Baritone (King) @$2100	$14700
1	Bass Trombone(Yamaha) $4000	$4000

TOTAL ESTIMATED PURCHASES FOR GHS: $96,073

Bonds Funds for Instruments:	$400,000
Requests for Purchase in 2014:	$258,526*
Available Funds for 2015, 2016:	$141,474

These expenditures keep quality equipment in the hands of our students. All of our band directors have worked together to build these lists—and make sure that these purchases are based on student need—*not building inventory*.

*Finally, the price for the instruments is the catalog/list price. Usually, when we complete the bid process, the actual price is somewhat less. With a purchasing project of this size, it could be significantly less.

Thank you,

Jeremy Ross

OFFICE OF SUPERINTENDENT

For:	**Board of Trustees**
Date:	**April 14, 2014**
Action:	**Discussion/Approval**

To:	**Board of Trustees**	**From:**	**Dr. James M. Largent**
		Date:	**March 19, 2014**
		RE:	**Consider TASB Policy Review**

SUMMARY:

Attached is the TASB Policy Review Process

Respectfully submitted,



Dr. James M. Largent
Superintendent

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. (Dana/Edwin)		
✓	**Action: (1) Create a committee of principals and directors to establish and continue district initiatives from year to year.**	**This is ongoing with our admin team**
✓	**Action:** Research all forms of effective social media, including billboards and print to showcase GISD.	**Jeff reaches out to our community with all available methods. Website, facebook, twitter, HCN, district wide phone calls, etc.**
✖	**Action:** Provide opportunities for district-wide professional development and relationship-building for administrators and teachers throughout the year. **(Refer to Strategic Goal 5)**	**We suggest moving this to one of Goal 5 strategies since it more closely aligns with it.**
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. (Sharon/Diane)		
✓	**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	**This is ongoing.**
✓	**Action:** Establish a community partnership to support the "real world" audience concept	**We will have a May 21 showcase fair for PBL presentations.**
✓	**Action:** Various venus of communication regarding PBL will be created and implemented taking into consideration all stakeholders	**Webinars for staff and community explaing the PBL concept, articles, messaging, models, etc.**
✓	**Action:** Evaluate the implemenation of our chosen project based learning model through the reflection of all stakeholders.	**Ongoing**
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. (Amy/Kellie)		
✖	**Action:** Complete necessary applications with USAC, order equipment, install, and begin service to increase wide area network (WAN) from 1GB to 10GB.	**Will move this to Fall of 14 as that is when grants are due.**
✖	**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 .	**We are at 500 MB now, and will move this to Fall of 14 as that is when grants are due to allow us to move to 1G.**
✓	**Action:** Provide professional development to support all content areas seamlessly incorporating technology.	**Classrooms/ PBL technology, google apps for education. Training is ongoing in these areas.**
✓	**Action:** Ensure that all students will demonstrate responsible digital citizenship by developing lessons that all students will complete.	**We educate all students about proper use of technology.**
✓	**Action:** Expose students to a variety of technologies and able to select the most effective tool to accomplish the task at hand.	**This is ongoing, with desktops, labs, mobile, wireless, etc. This will increase with the new technologies we will begin purchasing with bond funds.**
✓	**Action:** Provide and evaluate necessary resources to facilitate access to student resources at home and away from school using cloud-based solutions.	**I-drive @home access using google.**
✓	**Action:** If bond election is called and ratified, work with technology consultant to develop timeline for project completion.	**Will reevaluate after bond election**
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. (Largent)		
✓	**Action:** If bond election is called and ratified, work with architects and construction manager to develop timeline for project completion.	**We wil change this to reflect bond program.**
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. (Jimmy/Stacie)		
✓	**Acton:** Gain approval for early release days for teacher collaboration and professional development. (PD)	**This is in place for the 2013-14 school year.**
✓	**Acton:** Establish a district wide professional development committee to identify future needs for campus and district PD.	**This is a yearly process involving surveying teachers and evaluating needs.**
Goal 6: We will provide support and assistance in learning experiences ensuring equitable resources and opportunities for all students and families. (Pat/Anna)		
✓	**Action:** Research, collect and update data on organizations and resources available to our students and families to assist with needs	**We are gathering data and resources at this time. We have also done a**

Granbury Implementation Timeline 2013-2014

	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.	**This is in the budget for the 2014-15 school year and will be in place in the Fall.**
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	**May 21 showcase,**
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	**Ongoing**
✗	**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 .	**Move this to Fall of 2014. Also, we will begin our model classroom purchases to begin implementation in the Fall.**
✗	**Action:** 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.	**This will be removed since the bond was successful.**
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 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.	**This will be removed since the bond was successful.**
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:** 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.	**Ongoing**
✓	**Action:** Create a district wide survey to allow for staff input with professional development & PD Calendar	**Ongoing**
✓	**Action:** Research and recommend a calendar for GISD that will meet the Professional Development and Collaboration needs to the Supt. & DAC.	**Ongoing**
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	**Ongoing**
✓	**Action:** Investigate the need to designate a liason to maintain database, partner with community organizations, and provide assistance to students, families, and educators.	**This is ongoing and I have a meeting with the Hood County library in May to discuss a partnership using the STARS building.**

✓ Continous
✓ Complete
✗ Incomplete

OFFICE OF SUPERINTENDENT

For:	**Board of Trustees**
Date:	**March 25, 2014**
Action:	**Information**

To:	**Board of Trustees**	**From:**	**Dr. James M. Largent**
		Date:	**April 14, 2014**
		RE:	**Policy Update 99**

SUMMARY:

We have Policy Update 99 for a first look this month. It is attached for your review.

Respectfully submitted,



Dr. James M. Largent
Superintendent

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 14, 2014
For: Information

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton
DATE: April 7, 2014
RE: 02/28/14 Financial Statements

SUMMARY:

Attached are the financial statements for the period ended February 28, 2014 for the general operating fund.

The statements for the period ended February 28, 2014 include only those transactions that occurred between the period of September 1, 2013 and February 28, 2014. Revenue collected to date equal 84.19% of the budgeted amount compared to 88.77% last year. Expenditures to date represent 45.22% of the budget compared to 46.74% last year.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton

Date Submitted: April 7, 2014

GRANBURY ISD
Helping Students Reach New Heights

Sharay Boynton
Executive Director of Finance

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Granbury, Texas 76048 817.408.4033 Fax

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

April 9, 2014

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 February 28, 2014 was $129,484,667. The Building Fund holds the majority of the investments as a result of the selling of the bonds.

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. Bond funds and options related to those were researched and were invested during the month of March to maximize earnings with safety the primary goal. CDARS was the program approved and pursued.

Throughout most of last quarter, LOGIC maintained higher yields than TexPool, TexasTerm Daily and TASB-Lone Star. TexasTerm , CD investments with set maturities, yield became attractive as an investment option. CDs with 90 and 180 day maturities were purchased as feasible related to cash flow needs. 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 had been limited in its use. Additional collateral was been pledged that will allow up to $3,300,000 more for use as investments at the depository and movement of investments in and out of the depository. Funds are invested in the pools, CDARS, 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 2/28/14

GRANBURY ISD – GENERAL OPERATING INVESTMENT FUNDS

Beginning Book Value	$ 40,002,223
Beginning Market Value	$ 40,002,223
WAM at Beginning of Period	54 Days
Change to Market Value	$ 0
Ending Book Value	$ 40,002,223
Ending Market Value	$ 40,002,223
Gain/Loss	$ 0
WAM at Ending Date	54 Days
Period Yield to Maturity	.54%
Period Average Benchmark Yield	.05%

GRANBURY ISD – FOOD SERVICE INVESTMENT FUNDS

Beginning Book Value	$ 159,387
Beginning Market Value	$ 159,387
WAM at Beginning of Period	8 Days
Change to Market Value	$ 0
Ending Book Value	$ 159,387
Ending Market Value	$ 159,387
Gain/Loss	$ 0
WAM at Ending Date	8 Days
Period Yield to Maturity	.28%
Period Average Benchmark Yield	.05%

GRANBURY ISD – SCHOLARSHIP/TRUST INVESTMENT FUNDS

Beginning Book Value	$ 101,067
Beginning Market Value	$ 101,067
WAM at Beginning of Period	1.0 Days
Change to Market Value	$ 0
Ending Book Value	$ 101,067
Ending Market Value	$ 101.067
Gain/Loss	$ 0
WAM at Ending Date	1.0 Days
Period Yield to Maturity	.20%
Period Average Benchmark Yield	.05%

GRANBURY ISD – DEBT SERVICE INVESTMENT FUNDS

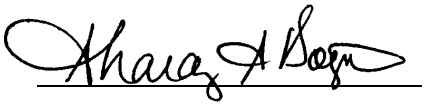
Beginning Book Value	$ 6,240,459
Beginning Market Value	$ 6,240,459
WAM at Beginning of Period	56 Days
Change to Market Value	$ 0
Ending Book Value	$ 6,240,459
Ending Market Value	$ 6,240,459
Gain/Loss	$ 0
WAM at Ending Date	56 Days
Period Yield to Maturity	.49%
Period Average Benchmark Yield	.05%

GRANBURY ISD – BUILDING FUND INVESTMENT FUNDS

Beginning Book Value	$ 82,054,762
Beginning Market Value	$ 82,054,762
WAM at Beginning of Period	53.0 Days
Change to Market Value	$ 0
Ending Book Value	$ 82,054,762
Ending Market Value	$ 82,054,762
Gain/Loss	$ 0
WAM at Ending Date	53.0 Days
Period Yield to Maturity	.41%
Period Average Benchmark Yield	.05%

GRANBURY ISD –SELF INSURANCE INVESTMENT FUNDS

Beginning Book Value	$ 926,769
Beginning Market Value	$ 926,769
WAM at Beginning of Period	29.0 Days
Change to Market Value	$ 0
Ending Book Value	$ 926,769
Ending Market Value	$ 926,769
Gain/Loss	$ 0
WAM at Ending Date	29.0 Days
Period Yield to Maturity	0.56%
Period Average Benchmark Yield	0.05%

Prepared by: Finance Director 

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 14, 2014
For: Information

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton
DATE: April 7, 2014
RE: 2012-13 Interlocal Management Fee Report

SUMMARY:

According to TEC 44.0331, if a district enters into a purchasing contract under section 44.031(a)(4), under Local Government Code 271, or under any other cooperative purchasing program authorized for school districts valued at $25,000 or more, they are to document any contract related fee, including any management fee, and the purpose of each fee under the contract. The amount, purpose and disposition of the fee is to be presented in a written report submitted annually in an open meeting of the Board of Trustees as an agenda item. Attached is the spreadsheet outlining the interlocal fees for FY 2012-13.

Should you need additional information, please let me know.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance